



# Addendum to Monroe Community College's Winter/Spring Semester 2021 Plan

*Revised and submitted to SUNY on December 22, 2020*

## Richard M. Guon Child Care Center Plan for Continued Safe Operations in 2021

### ***Overview & Purpose***

The State University of New York (SUNY), Monroe Community College (MCC), and MCC's Richard M. Guon Child Care Center managed by the MCC Association, Inc. continue to operate under a state public health emergency. To maintain the highest level of public health and safety, Monroe Community College's Winter/Spring Semester 2021 Plan and the Richard M. Guon Child Care Center Plan adhere to SUNY's health and safety protocols for all SUNY campuses. Of course, if federal, New York State, SUNY, or Monroe County health guidance changes, MCC's plan and the Guon Child Care Center's plan will be updated to conform accordingly.

Located on MCC's Brighton Campus, the center is a valued resource for MCC student-parents, employees and the Rochester community. Like the College, the Center is closed December 24, 2020 through January 3, 2021. Child care center staff will welcome back children and their families on January 4.

The Guon Child Care Center:

- Employs 22 full- and part-time professionals.
- Provides in-person care and early education to 45-60 children on a daily basis.
- Remotely serves and educates 30 students through the Rochester City School District's Early Pre-K (3-years old) and Universal Pre-K (4-year old) programs.

### **Only Guon Child Care Center staff and registered children are allowed within the Center.**

The Center's building stands at the north side of campus, completely separate from other MCC buildings. The building has one official entrance that is closely monitored. The door is unlocked following proper identification of the staff member and child prior to entry. While the Center shares a large parking lot with the College, staff and parents typically park far away from the College's faculty, staff and students who may work and learn on campus.

Parents drop off their children at the Center's front door after a COVID-19 assessment is completed. Children may not bring toys, blankets, or stuffed animals into the Center. Individual classroom groups stay within assigned spaces and are kept separated (i.e., children do not mingle). Required health and safety protocols are followed, including wearing face masks, washing hands and social distancing as much as possible. More details are provided on pages 2 and 3 of this addendum. Child care center staff also participate in MCC COVID-19 pooled testing sessions.

### ***COVID-19 Testing & Monitoring***

Guon Child Care Center staff will submit a daily screen for 14 days prior to returning to campus and the reopening of the center on January 4, 2021. The College's online COVID-19 Self-Assessment tool will be used for this purpose.

Staff will regularly participate in MCC pooled testing sessions beginning on January 4 through May 20, 2021. Staff will be immediately notified of a positive pooled test and directed to quarantine until their PCR

test results come back from SUNY Upstate Medical. As directed by the Monroe County Department of Public Health, staff will quarantine and isolate pending their test results and resolution of symptoms.

Staff may also be tested at the NYS Department of Health drive-through testing site located on MCC's Brighton Campus. Test results must be submitted to the MCC Association and/or MCC's Human Resources Office.

### ***Guon Child Care Center Specific Health & Safety Protocols***

1. Upon entrance to the child care center, each staff member's temperature is taken and recorded. Temperatures are also taken and recorded later during the workday. Staff are also required to sign a "Workplace Wellness Attestation" form. (A copy of the form is included at the end of this addendum.)
2. Adults must wear face masks at all times when with children or within 6 feet of another person. This includes when outdoors.
3. Only employees and campus critical personnel are allowed into the Child Care Center. All adults (including parents) must wear masks.
4. Staff will receive children at the main entrance. Parents will wait in the vestibule while a staff member receives the child, takes the child's temperature, records it and takes the child to the classroom. Only one family at a time may be in the vestibule. Others should wait outside while physically distancing. Children are brought to the entrance at the end of the day when the parent arrives. All children will remain in their own classroom.
5. Children attending the center will have their temperature taken upon arrival and later in the day.
6. Children with symptoms of illness will be excluded from care as per the Center's health plan. Children with coughs, shortness of breath or fever will be excluded from care. Children who develop a fever of 100 degrees Fahrenheit or higher while in care will be sent home. Any questions about children's symptoms are to be directed to an administrator. Children will need to remain out of care until symptoms have subsided and the child is without fever for 72 hours without the use of fever reducing medications.
7. Staff should have extra changes of clothing at the Center each day in case they become soiled and need to be changed. Staff may also bring an oversized shirt to wear over their clothes, and bring an extra in case it is needed.
8. Children's personal items (toys, snacks, books) must remain in the car. Nap blankets will be stored in children's cubbies, and are to be taken home at the end of each week for washing. Extra clothes are to be brought in a bag. Staff will put clothing in the child's cubby and return any soiled items home in a plastic bag at the end of the day.
9. Infant bottles and food brought from home are to be brought in a bag that can be wiped down. All bottles and food containers brought from home will be wiped down with an antibacterial wipe before being used.
10. Children will nap on mats that are spaced as far apart as possible (at least 6' apart). Shelving and partitions will be used when it is not possible. Children should be positioned head to toe on mats. Mats are washed and sanitized after each use.
11. The Center's Multipurpose room is closed.
12. Children should only be in their assigned classroom, on their assigned playground, or outdoor walks on campus. Adults must remain masked when with children or other adults.
13. Each staff member is required to clean and sanitize door knobs and other surfaces in their classroom at the beginning of each day and throughout the day.
14. Physical distancing is practiced in the staff break room. Staff are to wash and disinfect before leaving the room.
15. Adult bathrooms are to be sanitized by the person using it after each use.

## Workplace Wellness Attestation

Employee Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Week of: \_\_\_\_\_ to \_\_\_\_\_

I, \_\_\_\_\_, attest that in the past 14 (fourteen) days, I have not:

- Experienced any of the common COVID-19 symptoms (cough, shortness of breath, difficulty breathing, fever, chills, unexplained muscle pain, sore throat, new loss of taste or smell)
- Tested positive for COVID-19
- Had close contact (remained within 6ft for an extended period of time) with a confirmed or suspected COVID-19 case
- Traveled to a restricted state, per Executive Order 205 (see <https://coronavirus.health.ny.gov/covid-19-travel-advisory> for an up-to-date list of restricted states)

Additionally, I \_\_\_\_\_, attest that I will, to the best of my ability, observe all new health and safety practices while I am in the workplace. This includes, but is not limited to:

- Sanitizing my workspace frequently with the materials provided
- Wearing provided PPE
- Maintaining a distance of 6ft between myself and others whenever possible
- Logging my temperature and re-affirming this attestation each day in the chart below

Date	Temperature	Signature