At Drop-Off

- Child care providers must ensure that children wash their hands upon entering their classroom. This may require providers to assist children with handwashing.
- Child care providers must check the temperatures of all staff, children, and adults upon arrival. If any individual has a fever of 100 degrees or higher, they may not enter the facility.

During the Day

- Child care workers must follow rigorous handwashing procedures as detailed in Appendix B to Ohio Administrative Code 5101:2-12-13.
  - Upon arrival for the day.
  - After toileting or assisting a child with toileting.
  - After each diaper change or pull-up change.
  - After contact with bodily fluids or cleaning up spills or objects contaminated with bodily fluids.
  - After cleaning or sanitizing or using any chemical products.
  - After handling pets, pet cages or other pet objects that have come in contact with the pet.
  - Before eating, serving or preparing food or bottles or feeding a child.
  - Before and after completing a medical procedure or administering medication.
  - When visibly soiled (must use soap and water).
  - Prior to departure.
- Child care attendees must follow rigorous handwashing procedures as detailed in Appendix B to Ohio Administrative Code 5101:2-12-13.
  - Upon arrival for the day.
  - After toileting/diaper change.
  - After contact with bodily fluids.
  - After returning inside after outdoor play.

Mandatory

- Child care providers must operate under reduced staff to child ratios and maximum group size limitations at all times.
  - One child care staff member per four infants with no more than six children in the room.
  - One child care staff member per six toddlers with no more than six children in the room.
  - One child care staff member per nine preschool children with no more than nine children in the room.
  - One child care staff member per nine school-age children with no more than nine children in the room.
- Employees must perform daily symptom assessment.*
- Require employees to stay home if symptomatic.

Recommended Best Practices

- Child care workers should wear a cloth face covering, unless it is unsafe for them to do so.
  - Cloth face coverings should not be worn if the person has trouble breathing, is unconscious, is incapacitated, or they are unable to remove the mask without assistance.

- Providers should modify pick-up and drop-off to ensure social distancing.
  - Providers may stagger drop-off and pick-up times to reduce contact between families.
  - Parent or caretaker should, when safe to do so, wear a mask for pick-up and drop-off.
  - The same parent or caretaker should conduct pick-up and drop-off each day.
  - Providers should conduct “curbside” pick up and drop-off where possible.
  - A single employee should operate child pick-up and drop-off, escorting all children to and from their classroom.
  - Child care providers should limit parent and visitor entry into the facility.

- Child care providers should cancel all field trips, excursions, and large-group events such as parties.
- Child care providers should, to the extent possible, prevent groups from mixing.
  - Children of the same employer, to the extent possible, should be in the same group.
  - Teachers should remain with their group throughout the day.
  - Support staff should only serve one group of children and should not “float” from room to room.
  - Child care providers should stagger the use of any communal space, such as playgrounds, lunchrooms, and bathrooms. Providers should sanitize communal spaces between each group of children.
  - When temporary dividers are used, child care providers should ensure that groups do not mix.
  - Providers should use different entrance/exits for each group of students.
  - Providers should use separate sinks for each group of kids.
  - To the extent possible, providers should use different bathrooms for each group.
- Child care providers should sanitize toys after each use and remove toys that cannot be sanitized.

* Per the CDC, symptoms include cough, shortness of breath, difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headaches, sore throat, and new loss of taste or smell
### During the Day

**cont.**

<table>
<thead>
<tr>
<th>Mandatory</th>
<th>Recommended Best Practices</th>
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| • After handling pets, pet cages or other pet objects that have come in contact with the pet before moving on to another activity.  
• Before eating or assisting with food preparation.  
• After water activities.  
• When visibly soiled (must use soap and water).  
• Prior to departure.  
• Child care providers may use non-permanent sinks to meet handwashing requirements.  
• Child care providers must immediately send home any child or employee who has a temperature of 100 degrees or higher. This individual may not return until they are fever free for 24 hours, without the use of fever-reducing medication. If the individual has had contact with someone confirmed or probable to have COVID-19, he or she must complete isolation or quarantine procedures in coordination with the local health department prior to returning to the program. | • Child care providers should wear gloves while serving food and preparing bottles.  
• Gloves should be changed between bottle feedings. |

### At Pick-Up

<table>
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<tr>
<th>Physical Environment</th>
<th>Confirmed Cases</th>
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| • Child care providers must ensure that children wash their hands prior to departure. This may require providers to assist children with handwashing. | • Child care providers may use temporary walls to divide a room into smaller spaces to serve multiple groups, under limited circumstances.  
• The smaller space must contain at least 35 square feet of space per child.  
• The divider must be at least six feet in height.  
• The divider must be made from nonporous material or other material that can be sanitized.  
• The divider must meet any requirements set by the Department of Commerce, local building department, state fire marshal, or local fire safety inspector. | • Child care providers may use temporary walls to divide a room into smaller spaces to serve multiple groups, under limited circumstances.  
• Immediately isolate and seek medical care for any individual who develops symptoms while at the day care facility.  
• Shutdown rooms for deep sanitation, if possible.  
• Child care providers should immediately notify the Department of Job and Family Services in writing of any confirmed cases of COVID-19 among children or staff. |

| Providers should modify pick-up and drop-off to ensure social distancing.  
• Providers may stagger drop-off and pick-up times to reduce contact between families.  
• Caregiver should, when safe to do so, should wear a mask for pick-up and drop-off.  
• Providers should conduct “curbside” pick up and drop-off.  
• A single employee should operate child pick-up and drop-off, escorting all children to and from their classroom. | • Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications.  
• Once testing is readily available, test all suspected infections or exposures.  
• Following testing, contact local health department to initiate appropriate care and tracing. |