1. Keep apart as much as possible!

- **Limit the number** of people on site.
- **Children 0-5 and staff** can come in contact as needed for care, but a 6-foot distance should be kept as much as possible. **Teach children ages 6-11 to maintain a 6-foot distance but require youth age 12 and older to stay 6 feet apart at all times.**
- **Adults MUST** keep at least a 6-foot distance from all other adults.

- **Put children in stable groups.** For ages 0-5, children and staff should remain in **groups of no more than 24 children.** For ages 6 and up, the group size limit is **16 children/youth/staff.**
- **Children cannot move groups.** Each staff person should come into direct contact with as few groups as possible.
- **Group children and staff from the same household together,** if possible.

- **Only a single person should pick up and drop off the child(ren).**
- **Consider having children dropped off or picked up at a site entrance,** instead of allowing parents to enter the facility.
- **Parent participation** and non-essential visitors are **NOT allowed** at this time.

For more details, please see sections 1-2 and 5-6 of the Mandatory Directive: [www.sccgov.org/sites/covid19/Pages/mandatory-directives-programs-serving-children-or-youth.aspx](http://www.sccgov.org/sites/covid19/Pages/mandatory-directives-programs-serving-children-or-youth.aspx)
Who should wear a mask?

For staff:

• All staff must wear a face covering while at work.
• If any staff cannot wear a face covering for medical reasons, they are not allowed to have direct contact with children or youth.
• When communicating with a child or youth who is hearing impaired or has a disability, some alternative face coverings are allowed.

For families:

• Children under age 2 should not wear face coverings.
• Children ages 2-8 years old are encouraged to wear face coverings, even within their stable group.
• Children or youth 9 years old or older must wear face coverings.
• All adults picking up or dropping off children or youth must wear face coverings.

Exceptions:

Face coverings can be removed only when:
• eating or drinking
• having serious trouble breathing or if unconscious
• needing to take a short mask-free break

Face coverings are not required for children who:
• have a special need
• are actively exercising outdoors, as long as they stay 6 feet from others

For more details, please see section 4 of the Mandatory Directive:
www.sccgov.org/sites/covid19/Pages/mandatory-directives-programs-serving-children-or-youth.aspx

Images taken from Freepik.com

2/1/2021 County of Santa Clara Public Health Department
Keep air fresh & everything clean!

- Do as many program activities as possible outdoors, including staff meetings. Keep stable groups apart.

- When possible, increase air circulation from outside (e.g., by opening windows and doors), unless it would be a health or safety risk.

- Clean toys, supplies, and materials after each child or each group of children uses them. Reduce sharing these items as much as possible.

- Clean and disinfect classrooms, bathrooms, frequently touched surfaces and objects as often as you can – at least daily.

- Make sure staff and children have soap, hand sanitizer, tissues and no-touch trashcans.

- Teach proper handwashing, how to avoid touching eyes, nose, and mouth, and how to cover nose and mouth when coughing or sneezing.

- Make sure staff and children wash their hands frequently, i.e. when they arrive, after using the bathroom, after playing outside, before and after eating, and after coughing or sneezing.

- Serve food individually plated or bagged, not as buffet or family-style meals. Do not share food or utensils.

For more details, please see section 7 of the Mandatory Directive:
www.sccgov.org/sites/covid19/Pages/mandatory-directives-programs-serving-children-or-youth.aspx

Images taken from Freepik.com
Screen for symptoms daily!

Staff and children need to be screened for COVID-19 symptoms every day.

*If not already done at home, ask each person the three questions below:

**SYMPTOM SCREENING**

1. Within the last 10 days, have you received a positive COVID-19 test result? More info: [sccstayhome.org](http://sccstayhome.org)
   - If Yes – STAY HOME! Seek medical care.

2. Within the past 10 days, have you had close contact with someone who tested positive for COVID-19?
   - If Yes – STAY HOME! Seek medical care & testing.

3. Today or in the past 3 days, have you had one or more of these COVID-19 symptoms:
   - a) fever or chills, cough, shortness of breath or trouble breathing, or loss of taste or smell?
   - b) fatigue, muscle or body aches, headache, sore throat or nausea/vomiting/diarrhea?
   - If Yes – STAY HOME! Seek medical care & testing.

- Post signs telling staff, children and others not to enter if they have any COVID symptoms.
- Prepare an isolation room or area for anyone who has COVID symptoms.
- Anyone with COVID symptoms must wear a face covering, wait in the isolation area and be taken home or to a doctor as soon as possible.
  - For serious illness, call 9-1-1.

For more details, please see section 8 and 9 of the Mandatory Directive: [www.sccgov.org/sites/covid19/Pages/mandatory-directives-programs-serving-children-or-youth.aspx](http://www.sccgov.org/sites/covid19/Pages/mandatory-directives-programs-serving-children-or-youth.aspx)

Images taken from Freepik.com
Who needs to get tested?

1. All staff get routine screenings
   - All staff should be tested for COVID-19 once every four weeks. Find free testing at www.sccfreetest.org.

2. People with COVID symptoms
   - Anyone with symptoms must stay home (should not come to program) and get tested right away.
   - If test is positive, isolate for at least 10 days and 24 hours after fever goes away (without medicine) and they feel better.
   - If test is negative AND not a close contact to a COVID positive person, only return to the program after at least 24 hours after fever is gone and they feel better.

3. People who are close contacts
   - A “close contact” is someone who has been within 6 feet of a COVID-positive person for 15 minutes or more (even if one or both people were wearing face coverings).
   - All close contacts must stay at home (should not come to the program), quarantine for 10 days from last contact with the positive person, and monitor for symptoms for a full 14 days. Contacts should get tested around Day 6, but they must finish quarantine, even if test is negative.

What to Track and How to Report

- Parents must inform the program immediately if their child or youth tests positive for COVID-19.
- If someone in the program (staff or child) had a positive COVID test, write down as many details as you can about the incident. A program administrator must report the case – within 4 hours of learning of the case – to the Public Health Department.
- Keep up-to-date records of staff and children in each stable group, including daily attendance.

For more details, please see section 3 and 9 of the Mandatory Directive: www.sccgov.org/sites/covid19/Pages/mandatory-directives-programs-serving-children-or-youth.aspx

Images taken from Freepik.com