



Maryland Family Network recommends taking these extra precautions during the COVID-19 Pandemic to keep everyone safe and healthy.

## BEFORE YOU OPEN EACH DAY

- Have you put procedures into place that allows for curbside or door-side drop off to limit the number of people coming into your facility?
- Have all surfaces been cleaned using approved antibacterial and anti-viral products prior to the start of care each day?
- Is there a plan to properly clean and disinfect equipment and materials between uses by individual children using EPA approved products?
- Do you have enough cleaning products on hand to keep surfaces clean during the hours of care?
- Are there sufficient developmentally appropriate materials to keep children engaged for the full day?
- Have you made arrangements for enough meals and snacks for children, including proper storage of food, sanitary dispensing of food, and disposal of food waste?
- Are staff aware of the required cleaning procedures during this health emergency?
- Are staff aware of COVID-19 symptoms and how to identify children and adults who may exhibit those signs?

## OPENING FOR THE CARE DAY

- Staff should thoroughly wash their hands and have had a temperature check before interacting with colleagues, parents, or children;
- Staff and parents must wear cloth face coverings during drop-off and pick-up and when parents are performing, and staff are observing, temperature checks. Also parents and any other adults who enter the building must wear cloth face coverings;
- Staff should keep a six foot distance when communicating with parents and colleagues;
- Do a quick visual check to see that children appear well and have children immediately and thoroughly wash their hands.

Have a routine in place for social distancing:

- Limit the mixing of children in groups;
- Allow for individual and small group activities with space between children and sufficient materials so that those materials are not fought over;
- Arrange furniture so that children are not sitting close together;
- Plan transitions so that children are not using the restroom at the same time, each taking a turn and allowing space between themselves and others;





## OPENING FOR THE CARE DAY CONT.

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- Make sure that all shared materials are cleaned between uses;
- Increase the use of cleaning and sanitizing products on cell phones, tablets, and computers. Staff should not share personal devices;
- Regularly disinfect high touch hard surfaces such as door handles, light switches, faucets, toys, and games;
- All tables and other surfaces should be disinfected prior to and after food service, after activities, and hourly;
- Also staff and children should not eat at the same time to allow staff to adequately clean hands and disinfect surfaces between meals/snacks. When there is food service, staff and children should wash hands before and after that food service, and surfaces should be cleaned before and after food service.

## AT THE END OF THE DAY

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- All children, and staff, should wash their hands before leaving for the day;
- A deep cleaning of the facility should be done at the end of each day. All surfaces that children come in contact with should be thoroughly cleaned including furnishings, equipment, and materials touched by children;
- Conduct an inventory of supplies and materials to be sure there is sufficient cleaning supplies, food, equipment, and materials to keep children engaged for the following day.

## ADDITIONAL RESOURCES

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Child Care Aware of America

[childcareaware.org](http://childcareaware.org)

National Association of Family Child Care Providers

[nafcc.org](http://nafcc.org)

Maryland State Department of Education Division of Early Childhood

[earlychildhood.marylandpublicschools.org/](http://earlychildhood.marylandpublicschools.org/)

The Hogan Administration's COVID-19 Response

[governor.maryland.gov/coronavirus/](http://governor.maryland.gov/coronavirus/)