

**Licensed Child Care Facilities**  
**Attachment V**  
**Issued and Effective May 13, 2020**  
**Part of Phase II**

By: Governor ~~Mike~~<sup>Mike</sup> Dunleavy  
Commissioner Adam Crum Alaska Department of Health and Social Services  
~~Dr. Anne Zink~~, Chief Medical Officer, State of Alaska

I. **Purpose:** This is intended to allow people to return to the workforce as much as possible while still protecting public health.

II. **Requirements to Operate:**

- a. Definition of group: "Group" includes the number of children in a distinct area or classroom. It does not include staff.
- b. Social Distancing:
  - i. Groups should be as static as possible to avoid mixing of children and staff between groups.
  - ii. Group size should be limited to no more than 20 children.
  - iii. Social distancing should be encouraged whenever possible with an understanding on limitations in social distancing for young children.
  - iv. Facilities should adopt enhanced social distancing measures, and groups should meet outside whenever feasible.
  - v. Visitors and activities involving other groups are prohibited.
  - vi. Facility must explain health guidelines to all children and staff, in an age-appropriate manner.
  - vii. Facility must establish a COVID-19 Mitigation Plan addressing the practices and protocols to protect staff and children.
  - viii. Facility should practice social distancing when feasible by: staggering outside time between groups; increasing the number of times outside; choosing activities that allow for more physical space between children; increasing the distance between children while at tables, in highchairs, and in group and individual activities; limiting the number of children in an interest area; increasing the number of small group activities, etc. Limit item sharing, and if items are shared, remind children not to touch their faces and to wash hands after using these items. Shared items must be cleaned between uses. Set aside toys and materials that have been used, placed in the mouth, or otherwise contaminated by bodily secretions or excretions until they can be cleaned and sanitized before use by another child. Have an adequate supply of toys and materials

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available so that they can be rotated through proper daily cleaning by washing in warm soapy water and sanitizing with an appropriate sanitizing agent.

- ix. Facility must post entryway signage stating clearly that any person with symptoms consistent with COVID-19 may not enter the premises.
- x. Activities which require projection of voice or physical exertion must only take place outdoors, with a minimum of ten feet between each person, with an understanding on limitations in social distancing in young children.

c. Capacity:

- i. Group size should be limited to no more than 20 children.
- ii. A facility may oversee multiple groups, as long as the groups are kept apart at all times and no mixing between groups occurs. Each group should have separate eating areas, recreation space, and restroom facilities when possible. If not possible, complete sanitization process between each group using a shared space.
- iii. Staff should not move between groups. Exceptions would be for providing administrative supervision, staff breaks/absentee coverage, or for delivering food. In these instances, staff must wash hands following CDC guidance before entering a new group, as well as disinfect hard items they carry (such as tablet, clipboard, pen, etc.) and/or disinfecting their space (such as activity supplies, equipment, high touch objects, etc.).
- iv. For any attendees who come from out-of-state or have recently traveled out-of-state, facility staff will require affirmation from the parent or guardian that the child has abided by the 14-day quarantine requirement prior to participation after arriving in the community.

d. Hygiene Protocols:

- i. Following CDC cleaning and disinfection protocols ([see link here](#)), increase frequency of disinfecting in your child care facility to multiple times throughout the day, (especially with high touch areas/items, such as tables, doorknobs, light switches, countertops, handles, sinks, faucets, toys, etc.). Use disinfectants in a well-ventilated space. Extensive use of disinfectant products should be done when children are not

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present and the facility thoroughly aired out before children return. If disinfection occurs while children are present, be sure to also wipe again with water to remove any residue.

- ii. Facility must maintain an adequate supply of cleaning products, disinfectant, hand soap, hand sanitizer, and paper towels.
  - iii. Facility staff must wash hands frequently using hot water and soap. Handwashing must occur before and after food preparation, assisting a child with eating, and changing diapers.
  - iv. Facility staff must require frequent handwashing by the children. This includes upon entry into the facility, before and after an activity, before and after eating, toileting, and after nose wiping or when hands are contaminated with bodily fluids.
  - v. If soap and water are not readily available in each area or classroom, the facility must supply hand sanitizer with at least 60 percent alcohol.
- e. Staffing/Operations:
- i. Teach and reinforce use of cloth face coverings among staff and age-appropriate children when possible. Face coverings are most essential in times when physical distancing is not possible. Staff should be frequently reminded not to touch the face covering and to wash their hands frequently. Information should be provided to all staff on proper use, removal, and washing of cloth face coverings. Face coverings are prohibited on babies and children under the age of two because of the danger of suffocation.
  - ii. Facility must maintain a hard copy of the COVID-19 Mitigation Plan and any other written safety, sanitization, and physical distancing protocols (specific to COVID-19) on the business premises.
  - iii. Facility staff must supervise young children when using hand sanitizer.
  - iv. Facility staff must communicate to parents or guardians the importance of keeping children home when they are sick. No child may return to facility within 72 hours after last fever.
  - v. Facility staff must screen every child daily upon arrival and conduct a temperature check. If a touchless thermometer is not available, please follow CDC guidance on taking temperatures

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<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#ScreenChildren>

- vi. If a cafeteria or group dining room is typically used, meals should be in classrooms instead when possible. If not possible, facility must disinfect between each group using a shared space. Facility must not use “family style” self-service, instead they must plate each child’s meal individually so that multiple children are not using the same serving utensils.
- vii. If possible, food preparation should not be done by the same staff who diaper children. If the same staff perform both tasks, the staff person must wash their hands before and after every event (food preparation and changing a diaper).
- viii. If possible, the facility should designate certain sinks to be used for food preparation only. If that is not possible, the sink must be cleaned and disinfected after each use.
- ix. Facility must teach and model social distancing, creating space, and avoiding unnecessary touching, in an age-appropriate manner.
- x. Facilities must provide training for staff regarding these requirements and provide each staff member a copy of the COVID-19 Mitigation Plan.
- xi. No staff displaying symptoms of COVID-19 will provide services to children. Symptomatic or ill staff may not report to work.
- xii. No staff member may report to the work site within 72 hours of exhibiting a fever.
- xiii. Facility must conduct staff pre-shift screening, including a temperature check, and maintain staff screening log.
- xiv. Employer must establish a plan for employees getting ill and a return-to-work plan following CDC guidance, which can be found online at: <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>.

f. Cleaning and Disinfecting:

- i. Cleaning and disinfecting must be conducted in compliance with CDC protocols weekly or, in lieu of performing the CDC cleaning and disinfecting, the facility may shut down for a

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period of at least 72 consecutive hours per week to allow for natural deactivation of the virus, followed by site personnel performing a comprehensive disinfection of all common surfaces.

- ii. When an active staff member is identified as being COVID-19 positive by testing, CDC cleaning and disinfecting must be performed as soon after the confirmation of a positive test as practical. In lieu of performing CDC cleaning and disinfecting, facilities may shut down for a period of at least 72 consecutive hours to allow for natural deactivation of the virus, followed by staff performing a comprehensive disinfection of all common surfaces.
- iii. CDC protocols can be found on line at:  
<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html> and  
<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>.
- iv.

**III. The following best practices are encouraged:**

- a. Any person in a high-risk population is encouraged to stay home, not work in childcare settings, and avoid entering for drop off or pick up.
- b. Facility should provide for staggering arrival, drop off times, and limit direct contact with parents, guardians, or family members as much as possible.