



574 Allen Rd. Basking Ridge, NJ 07920

Tiny Turtle Academy continuously strives to limit the potential exposure or spread of the COVID-19 virus. The following procedures and policies are subject to change at any time to remain in accordance with state and federal guidelines.

1. DROP-OFF AND PICK-UP AND DAILY HEALTH SCREENING

We are required by the state of New Jersey to exclude any staff or child exhibiting symptoms consistent with COVID-19, such as fever, cough, or shortness of breath, from the program or anyone who has been in contact with anyone with COVID-19 within 14 days.

- Parents will drop off and pick up in front entrance.
 - Children and staff will have their temperature taken and observed for signs of illness.
 - Once cleared, each child is escorted to their classroom and will wash their hands with soap and water.
- Children who come into the building will be required to leave a clean pair of shoes at the school, which they will wear while inside the building. The same will be implemented for any staff working within the school.
- Health screening logs are maintained which record both staff and children and reported to the Division of Family and Youth Services as per the State of NJ requirements.

2. INTENSIFIED CLEANING AND DISINFECTING, AND HYGIENE PRACTICES

A daily cleaning schedule for toys and high touch surfaces will be posted in each classroom.

- High touch surfaces, such as counters, doorknobs, light switches, and tables will be disinfected on regular intervals each day throughout the school.
- A nightly cleaning and disinfecting will also take place in each classroom, and the playground and the toys that were used that day.
- High touch surfaces on the playground disinfected between each class's uses.
- Use of difficult to sanitize toys and materials will be restricted.
- Frequent hand washing will be practiced with soap and water for 20 seconds.
- Required for everyone upon entering the school and classroom, before and after meals or snacks, after outside time, after using the bathroom or diaper change, after covering a cough or wiping a nose, and prior to leaving for home.
- Staff will assist children to ensure they are washing hands effectively.
- Staff will work with children on good hygiene practices, such as not touching their eyes, nose, and mouth with unwashed hands, and covering coughs and sneezes with a tissue.

Staff will wear gloves while:

- Preparing, serving, and assisting during meals.
- Diapering and assisting in the bathroom.
- Activities requiring significant direct contact with children.

3. IMPLEMENTED SOCIAL DISTANCING:

- Access to the building will be limited. Only staff, enrolled children, and essential visitor will be permitted into the classrooms
- Everyone will be screened for symptoms consistent with COVID-19, such as a fever, cough, or shortness of breath, each day prior to entering the building.
- Classroom groups, including staff, will cap at 10 and will remain consistent day to day as much as possible.
- Groups will have little to no mixing during the day.
- Classroom routines will be adjusted to allow for social distancing i.e. mats and cribs spread out during nap, fewer children per table during meals, one group at a time on the playground.
- Staff will practice distancing measures with each other outside of the classrooms when within the building.

- Unnecessary visitors will not be permitted in the school.

4. FACE COVERINGS

- Staff will wear face-covering while at the school.
- Parents must wear face-covering during drop off and pick up.
- Children will not be required to wear face coverings while at school.

5. STAFF TRAINING

- Staff members are trained on implementing and effectively following all enhanced policies and procedures.
- Staff will continuously be trained on how to discuss with and assist children with following the increased health practices and how they can help stay healthy and safe.