

Operating Checklist for Child Care Facilities



Providing care for the children of working families ensures that parents stay in the workforce. The information below provides guidance on policies and practices to reduce the spread of COVID-19 and comply with the Governor's orders and guidelines provided by the Centers for Disease Control and Prevention (CDC). The permit holder should consider implementing the following public health best practice interventions on this checklist.

Pick-up/Drop-off of Children

- Require pick-up and drop-off of children outside of the facility.
- Limit nonessential visitors, including parents, after drop-off.
- Limit parental access to a designated area of the facility (e.g., the lobby).
- Ask anyone entering the facility to wash hands or use hand sanitizer.

Health Screening

- Take temperatures with non-contact thermometers and check symptoms of staff and children upon entry each day.
- Ask if medications were used to lower any individual's temperature.
- Ask staff and children the questions on the [COVID-19 Screening Questionnaire](#). Staff or children who answered "yes" to any of the questions should not be allowed to enter the facility until symptoms are resolved and the CDC guidelines on "[What to Do if You Are Sick](#)" are followed. Keep a record of employee screening using Southern Nevada Health District's [Employee Illness Log](#).
- Require children and staff who have a fever at or above 100.4°F, cough, or shortness of breath to return home until they are fever- and symptom-free for at least 48 hours or cleared by a physician.

Increased Sanitation and Hygiene Practice

- Practice frequent handwashing with soap, water, and vigorous rubbing for at least 20 seconds.
- Practice handwashing upon arrival at the facility, before meals and snacks, after outdoor play, after using the bathroom, prior to going home, and after blowing your nose/assisting a child with blowing their nose, coughing, or sneezing.
- If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol.
- Advise children, families, and staff to avoid touching their eyes, nose, and mouth with their hands.
- Cover coughs or sneezes with a tissue, throw the tissue in the trash, and clean hands with soap and water or hand sanitizer (if soap and water are not readily available).
- Clean and disinfect frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- All bedding and nap equipment are to be laundered, cleaned, or disinfected daily.

◀ *Continued from previous page*

Meals/Snacks

- Meals and snacks should be provided in the classroom, if possible.
- Provide each child with individual meals and snacks; do not serve family-style meals.
- Do not share utensils or serving tools.
- Children should bring, or be provided with, labeled drinking cups or disposable drinking cups.
- Children should not drink from a communal water fountain.

Social Distancing Strategies

- Avoid assemblies and large gatherings and minimize time standing in lines.
- If possible, increase the space between chairs and nap mats/cots/cribs to at least 6 feet.
- Remind staff, children, and their families to maintain a safe distance (6 feet) from each other.
- Maintain groups to no larger than 50 people total, including children and adults. This is for a shared enclosed space such as an open classroom or dining room.
- Keep groups together throughout the day. Do not combine groups (e.g., at lunch, outdoor play time).
- Maintain the same groups from day to day.
- Limit use of water or sensory tables and wash hands immediately after any use of these tools.
- Wash hands immediately after outdoor play time.
- Avoid sharing spaces, even if the use of the space is staggered and used by only one group at a time.
- Large rooms or areas, like gymnasiums or playgroups, can be divided into discrete spaces.
- Limit item sharing. If items are shared, remind children not to touch their faces and to wash their hands after using these items.

Facility Operation

- Hand sinks and restrooms are operational and stocked with liquid soap and hand towels.
- Hand sinks provide water at a minimum of 90°F and a maximum of 120°F.
- Disinfectants are on the [EPA List N](#) and being used. These are the disinfectants that are effective in removing coronavirus.
- Disinfectants are at the proper concentrations and used per manufacturer's directions.
- Staff are trained on the increased sanitation and personal protective equipment (PPE) requirements needed to limit the spread of infections in your facility.
- All outdoor play equipment is to be disinfected after each use by a group of children.
- Handwashing stations or sanitizer are provided for customers and employees.
- All employees are trained in the use of PPE and are provided PPE (i.e., face coverings, gloves).
- Informational signs (i.e., social distance, wear a cloth face covering, hand hygiene, respiratory etiquette) are posted.

For answers to other specific questions regarding SARS-CoV-2 and COVID-19, please visit www.snhd.info/coronavirus or call (702) 759-INFO (4636).