



FIVE COUNTY CHILD DEVELOPMENT PROGRAM, INC.
2022-2023 Covid-19 Plan

Five County Child Development Program, Inc.
Post Office Box 1195
Prentiss, MS 39474
(601)- 792-5191

This institution is an equal opportunity provider

COVID-19 Plan

The following plan, along with its procedures will help support a safe and healthy environment for children, families, and staff. These procedures were written in accordance with updated Covid-19 Guidance from the Center of Disease Control (CDC) and Mississippi State Department of Health (MSDH) in addition to Five County Child Development Program's Health Services Advisory Committee (HSAC).

Our Health Services Advisory Committee comprised of local health care providers with representation from health/nutrition/education/mental health services managers, community partners, health professionals and mental health specialists. Parents are encouraged to be a member of our HSAC and offer guidance on how we can improve the health outcomes for the children and families. impact

The 2022-2023 school year will begin September 12, 2022. Five County Child Development Program Inc. has been working since the onset of the COVID-19 pandemic to determine how to safely operate our centers. We continuously follow the guidance of public health experts to help maintain the safety of our Head Start children, families, and employees. Unfortunately, we cannot eliminate all risks. This guidance was created to help us remain open and to provide our Head Start children with safe, in-person learning while reducing the spread of COVID-19.

COVID-19 Guidance for All Staff

The following guidance is subject to change:

Reduction Strategies

Screenings- Staff will self-screen for the following symptoms *PRIOR* to clocking in:

- Fever (100.4 or >) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

If you have any of the symptoms listed above (that are unusual to you), notify your supervisor and do not report to work. Employees who begin exhibiting symptoms while at work will receive a Covid-19 test kit and be sent home.

Face masks- Wear a well-fitted face mask that covers the nose and mouth; face shields may be worn in addition to face mask.

- Face masks are required for ALL staff unless working alone in a secluded workspace.
 - If approached by another person, it is expected that you wear your face covering.
- Mask are required in any shared space (classroom, conference room, breakrooms), working in/walking through common areas of the office, and when preparing/serving food.
- Mask may be removed in the following situations:
 - Briefly to take a drink when at least six feet of distance is maintained from other people.
 - During meal or rest breaks while in designated spaces.

If you are unable to wear a face covering or shield because of a medical condition, please contact your supervisor.

Hand Hygiene & Respiratory Etiquette- handwashing reduces the spread of infectious diseases.

- Wash hands frequently with soap and water for at least 20 seconds.
 - If soap and water are not readily available and hands are not visibly dirty, use alcohol-based sanitizer with at least 60% alcohol.
 - Cough or sneeze inside your elbow or in a tissue. *Always throw the tissue in the trash and wash your hands.*

Ventilation- increasing fresh air into your space helps keep virus particles from staying inside.

- When able, open doors and windows as often as possible.
- Air purification units should always remain on.

Clean and Disinfect- clean surfaces before applying a sanitizer or disinfectant.

- A *cleaner* removes dirt, grime, and germs from most surfaces/objects.
 - Consist of using a mild soap, detergent, or cleaning product.
- *Sanitizer* will kill most germs on kitchen and food surfaces, utensils, and mouthed toys.
- An EPA approved *Disinfectant* will kill nearly all the germs on surfaces.
- Routinely clean and disinfect high touch surfaces (ex. tables, doorknobs, light switches, handles, desks, faucets, and sinks).
- When cleaning electronic devices (ex. mouse, keyboard, phone) do the following:
 - Do not spray sanitizer directly onto electronic devices!
 - Apply enough sanitizer to dampen, not soak, a clean paper towel and wipe down the device (do this when you are logged off to avoid any computer errors).
 - Clorox wipes can be used if available (follow the manufacturer's directions)
 - Computer monitors do not need to be sanitized and should only be wiped with approved wiping cloths.
 - Use hand sanitizer before and after using touch screens on tablets; do NOT use Clorox wipes or sanitizer on touch screens.

Vaccination- The Covid-19 vaccine and boosters protect individuals by building immunity to the virus.

- Due to servicing a vulnerable population, staff are highly recommended to get the vaccine.

Employees who are absent from work due to testing positive for Covid-19 will be compensated for five (5) days. Any time taken beyond five (5) days will result in the employee using either personal or sick leave. Contact Human Resources for further guidance.

Health Screenings

All authorized visitors will complete a health screening consisting of COVID-19 screening questions ***PRIOR*** to entering any Head Start center. Health screenings may be done in entryways and lobby areas if necessary. Individuals experiencing any COVID-19 symptoms will not be allowed to enter the facility.

Children

Vaccinations are available for Head Start aged children. Parents are encouraged to vaccinate their children as an added source of protection against the Covid-19 virus. Parents should contact their Family Advocate for more information on vaccination sites.

Temperature checks will be conducted upon arrival to the center and the child will be visually inspected for symptoms of illness; there should be no direct contact. If temperature and visual checks are normal, continue with the daily health checks.

Children exhibiting ***any*** symptoms of COVID-19 will be given a testing kit. Parents should follow testing instructions contained inside testing kit. The child will be excluded until a video recording displaying the testing process from start to finish and a negative test result is received by the Center Manager. Parents may also test the child outside the facility with an education staff as witness to the results if they are unfamiliar with the recording process.

Symptoms

- Fever (100.4°F and above)
- Cough
- Trouble breathing
- Symptoms of a cold (sore throat, congestion, or a runny nose)
- Chills
- Muscle pain
- Headache
- A loss of taste or smell
- Nausea or vomiting
- Diarrhea
- Tiredness

Symptoms that are typical for an individual based on preexisting health conditions (allergies, asthma, etc.) should not be considered as a failed screening unless the symptoms have worsened, changed, or are in addition to a fever.

Documentation of pre-existing health conditions is required to be an exception for symptoms. Documentation may be found on *Child's Health History Form* or Well Child/Physical Exam if

applicable. Parents may bring documentation of pre-existing health conditions if it is not already on file. However, the child will be excluded until such documentation is received.

Supplies

- Gloves
- Face mask
- No-touch thermometer

Children Face Mask

Masking is encouraged. Disposable masks are available for children at the centers. Staff will guide children and families in the appropriate use, removal, and care of face mask. Children will not wear face coverings while eating, napping, or during active outdoor play.

Child Drop-Off (Center)

To limit exposure and save time, parents will be informed of the following:

- Pre-screen their child for symptoms of illness. Parents should keep their child at home if exhibiting any signs of illness.
- Child drop-off should be brief.
- Staff will coordinate with parents to greet and screen curbside or outside the center entrance.
- Physical distancing is encouraged.
- Ideally, only one parent and child at drop-off, unless doing curbside.
- Use respiratory etiquette – cover cough and sneezes
- Parents are encouraged to bring their own pens for sign in and out. Additional sanitized pens will be available. Pens will be cleaned after each use.

Child Pickup (Center)

Staff will coordinate pickup plans with each parent, plans may include but are not limited to: The parent calling upon arrival to the center and staff escorting the child out for pickup. The parent may also knock on the door and wait outside for the child to be brought to them.

Transportation

Transportation services will be provided. Buses will be cleaned and disinfected before and after pickup. Children will be screened **PRIOR** to getting on the bus. Staff will conduct temperature checks and visually check for signs of illness.

- If a child has a temp staff will ask the parents to move the child to a cooler location. Staff will recheck the child's temperature.

- Children who have a fever (100.4 or >) or exhibit any symptoms of illness must be kept at home.
- Children will sanitize hands before loading the bus.

Classroom Guidance

General Guidelines

- Open windows before children arrive and after their departure.
- Do not mix classroom.
- Keep staff consistently assigned to only one classroom.
- Staff may wear face shields that allow children to see their faces.
- Use respiratory etiquette – cover coughs and sneezes.
- Wash hands (for at least 20 seconds) frequently, as needed, and especially upon entry into the classroom, after bathroom use, coughing, sneezing, and nose wiping.
- Monitor children throughout the day for symptoms of illness.
- For children that exhibit symptoms, if possible, move child to “sick room” and notify parents for immediate pickup; clean and sanitize classroom and materials thoroughly when children are not present.
- Do not allow parents or personal visitors in the centers.
- Limit visitors to essential service providers (i.e., Speech therapist, Mental Health Consultant, etc.).
- When toileting, education staff will flush after each child’s use. Water for handwashing may remain on until the last child is complete.
- Water fountains will not be utilized. Water dispensers and disposable drinking cups will be available for use in the classroom.
- Clear the environment of clutter – keep surfaces clear so you can easily clean and disinfect.
- Limit shared toys to items that can be cleaned and disinfected easily.
- Thoroughly disinfect toys after use before returning them to the resource closet. Place the container out of the reach of children.
- Soft toys should be laundered after use if being utilized.
- Family style meals and toothbrushing at the table will resume.

Cleaning

- See COVID-19 Daily Cleaning Checklist.

Family Style Meals

Strategies to reduce the risk of transmitting Covid-19 will be implemented.

- Wear gloves when handling ready to eat foods, setting the table, or serving food.
- Set the table with serving dishes, fluids, and utensils before providing the meal.
- Seat children farther apart.
- Provide fresh air by opening windows (if it can be done safely).
- Mask will be kept on until children and adults are eating.
- Wash hands before and after eating.
- Clean and sanitize food surfaces before and after meals.
- Education staff will sit with children and encourage conversation.

Toothbrushing Procedures

Strategies to reduce the risk of transmission will be implemented.

- Physical distancing will be maintained.
- Wash hands with soap and water or use sanitizer before and after brushing.
- Clean and disinfect the area used for brushing.
- When helping a child brush, wear gloves and change gloves between children.
- Brush after meals or have groups to brush together.
- A pea sized amount of toothpaste will be placed in a cup to reduce transmission between children.
- **Brushing teeth while seated at the table:**
 - Use toothbrush to scoop the toothpaste out of the cup.
 - Brush teeth
 - Spit into cup
 - Wipe mouth (do not rinse mouth)
 - Stuff paper towels inside cup and put the cup in the trash.
 - Rinse the toothbrush.
 - Put the toothbrush in the toothbrush holder and place mesh covering over holder.

Personal Items & Nap Time

Children's personal items coming from home are limited to an extra set of clothes and towels used during naptime. Personal items will not be shared between children and will be sent home on Fridays or when soiled for laundering. Children will be issued a personal cot. Cots used during naptime will be separated and arranged in a head-to-toe manner. Masks will not be worn when sleeping.

Teaching

Establish a curriculum and educational methods to inform children on how they can help prevent the spread of COVID-19, including:

- Frequent hand washing.
- Telling their teacher as soon as possible if they feel sick.
- Coughing and sneezing etiquette (cover coughs and sneezes with a tissue or sleeve, not hands).
- Discouraging children from sharing food, drinking cups, eating utensils, towels, etc.

Model masking, handwashing, and proper hygiene for children and families by using:

- Social stories, puppets, Creative Curriculum cards, Mighty Minutes, role play, books, visuals, and modeling.
- Use self-talk as you are modeling so children can benefit from hearing appropriate steps.

Meeting with Parents On-Site

Staff will attempt to complete meetings with parents over the phone or via zoom whenever possible.

- Parent signatures may be obtained at drop off, pick up. When this is not possible, staff may schedule a brief on-site meeting with the parent.
- Parents are discouraged from bringing additional people, including children, with them to meetings unless necessary due to lack of childcare.
- If a parent must bring their child(ren), both the parent and child(ren) will be screened **PRIOR** to entering the center.
 - Meetings will be rescheduled if someone does not pass or refuses the screening process.
- Parents will be asked to wear a mask if one is not worn. Hand sanitizer will be available for use at sign-in.
 - If family members are unable to wear a mask due to a medical condition, alternate arrangements if possible.
- Meetings should be held in spaces that allow for good ventilation (unoccupied classrooms or outside spaces may be a good option).
- High-touch surfaces (tabletops, pens used for signatures, etc.) should be disinfected after meetings.

Home Visits

The following factors should be considered when developing a home visiting schedule:

- Family preference of location, schedule, and availability
- Crowded or transient housing
- Safety concerns
- Health concerns
- Availability of Five County Child Development Program locations

Home visits will be provided in the following ways until further notice:

- An accessible agency location or agreed upon location (i.e., the park)
- Virtually
 - Conference calls may be completed in place of a virtual meeting if the family does not have virtual capabilities.

Exposure to Covid-19

If you have been exposed to Covid-19, you should take the following steps, regardless of vaccination status or if you've had a previous infection.

Exposure Precautions

- Upon notification of exposure, always wear a mask when in the presence of others.
- Monitor for symptoms for up to ten (10) days. *See symptoms in health screenings section*
- Employee will receive a testing kit from their immediate supervisor.
- Test on day 6 after your last exposure if symptoms have not developed.
- If test results are negative, continue wearing a mask around others.
- If test results are positive, see below.

Any employee exhibiting symptoms but have a negative rapid test is required to have a negative PCR test to return to work ***

Confirmed COVID-19 Case

The following steps will take place when it is determined an individual has test positive for COVID-19:

- Close off areas used by the person who is sick or tested positive.
- Open outside doors and windows to increase air circulation in areas.
- Wait up to 24 hours, if possible, before you clean or disinfect to allow respiratory droplets to settle.
- Clean and disinfect all areas used by the person who is sick (offices, bathrooms, common areas, etc.)

- If more than seven days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary

Isolation

- If you develop symptoms of Covid-19 or test positive after exposure, begin isolation immediately for five (5) days. If you have no symptoms and test positive for Covid-19, **Day 1 is the first full day** following the day you were tested, retest on day 6. If you have symptoms and test positive, **Day 1 is the first full day** after the day your symptoms started, retest on day 6.
- **After testing positive, a video recording demonstrating the testing process from start to finish and negative test result is required for children and employees *PRIOR* to returning.**

Isolation Precautions

- Wear a high-quality mask such as a N95 if you must be around others at home and in public.
- Refrain from going places where you are unable to wear a mask.
- Refrain from traveling.
- Stay home and separate from others as much as possible.
- Use a separate bathroom, if possible.
- Take steps to improve ventilation such as opening windows, if possible.
- Don't share personal household items, like cups, towels, and utensils.
- Monitor your symptoms. If you have an emergency warning sign (like trouble breathing), seek emergency medical care immediately.

The Covid-19 pandemic remains a rapidly evolving health crisis that continues to present a lot of uncertainty including surges and potential shutdowns imposed by the local, state, or federal government. Please remember that the plans and timelines to operate our Head Start centers can and may change at any time. Covid-19 cases are steadily on the rise in Mississippi. However, we are working to ensure that our children will not miss a single day of instruction if we are ordered to close. Children will participate in virtual learning if school closures are necessary. Thank you for entrusting us with your children. Let's continue to work together to keep our children, families, staff, and communities safe.

APPENDIX

Step-by-Step Cleaning for Child Care Programs

Cleaning means to remove dirt, dust, debris, and sticky substances by washing, wiping, scrubbing, or mopping hard surfaces with soap or detergent and water. Routine cleaning of toys, floors, cribs, cots, mats, play equipment, refrigerators, counters, and shelves is recommended for child care settings.

STEP
1

Gloves may be worn to protect skin. Always follow product label directions for personal protective equipment like gloves.



STEP
2

Spray the cleaning solution onto the surface.



STEP
3

Wipe the surface with a single use paper towel, a microfiber cloth, or a mop.



STEP
4

Rinse according to product label directions.



DESCRIPTION

All-purpose cleaning product. Safe to use on counters, floors, sinks, and other hard surfaces.

HOW TO USE

- Spray product on surface and wipe clean.
- For stubborn messes, let sit for a few minutes before scrubbing clean.
- Rinse with water. Do not leave any product residue on surface.

STEP
5

Allow the surface to air dry, or dry with a fresh paper towel or microfiber cloth.



Important note:
Some cleaning products are ready-to-use and some are meant to be diluted with water.

Always follow product label directions!

RECOMMENDED CLEANING SCHEDULE

Area	Before each use	After each use	Daily (End of the day)	Weekly	Comments
Child Care Areas					
Door handles, cabinet handles, light switches			Clean Disinfect		At the end of the day
Drinking fountains			Clean Disinfect		Do not use until further notice. Recommended to use individual drinking cups or water dispenser
Mouthed toys	Sanitize	Sanitize			Remove from area upon contact with child's mouth. Clean & sanitize prior to reuse.
Pacifiers		Clean	Clean Sanitize		Should never be shared amongst children. Clean with soap and water. Boil for one min or use dishwasher to sanitize.
Cloth toys & dress up clothes				Clean	Follow manufacturer's instructions for laundering.
Hats & helmets	Sanitize	Sanitize			After each use.
Play toys			Sanitize		Each center will develop a cleaning schedule.
Play activity centers				Clean	
Computer keyboards		Clean Sanitize			Do not use spray. Sanitize using wipes.
Garbage cans			Disinfect		
Rug/carpet		Disinfect	Clean		Clean- Do not vacuum when children are present. Shampoo carpet as needed. Children should be removed prior to cleaning & disinfecting the area. Disinfect using an EPA registered product.
Tile/linoleum floors			Clean Disinfect		Dampen mop with floor cleaner/disinfectant.
Sleeping Areas					
Cribs, cots				Clean	Sanitize before use by another child.
Bedding- sheets				Clean	Sanitize before use by another child.
Toileting/ Diaper Areas					
Handwashing sinks, counters, toilets, and toilet handles			Disinfect		Clean immediately if visibly soiled.
Changing tables		Clean Disinfect			Clean, rinse, disinfect

Potty chairs		Clean Disinfect			Clean immediately if visibly soiled.
Trash cans- Diapers			Clean Disinfect		Empty through the day to limit potential odors.
Bathroom floors			Disinfect		Dampen mop with floor cleaner/disinfectant. Do not disinfect floors when children are present.
Food Areas					
Refrigerator/ freezer					
Eating utensils, dishes, and bottles		Clean Sanitize			
Kitchen counters	Clean Sanitize	Clean Sanitize			Use a sanitizer safe for food contact.
Food preparation surfaces	Sanitize	Sanitize			
Kitchen sinks			Sanitize		
Food preparation appliances	Sanitize	Sanitize			
Table & highchair trays	Clean Sanitize	Clean Sanitize			
Floors			Sanitize		Sweep, mop, and sanitize.

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COVID-19 Pandemic Policy

Policy: In order to reduce the spread of COVID-19, Five County Child Development will follow recommendations from the Centers of Disease Control and Prevention (CDC) and the Mississippi State Department of Health for pandemic outbreak. Our exclusion policy for ill children, staff, family members, and visitors will become stricter.

Procedure: To prepare for illness, we will:

1. Identify reliable sources of information such as the Mississippi State Department of Health and the CDC www.cdc.gov.
2. Decide how families and staff will be contacted in the event of a closure.
3. Educate staff and families about prevention, for example: The COVID-19 vaccine, wearing mask, hand washing, staying home if you're sick, and coughing or sneezing into your sleeve.
4. Improve cleaning and disinfecting: Surfaces, furniture, and toys may require increased attention.
5. Encourage families to consider their options for backup childcare plans if a closure occurs.
6. Keep supplies on hand including soap, paper towels, tissues, toilet paper, and cleaning/disinfecting supplies.
7. Plan for staff absences.

To respond to illnesses, we will:

1. Require families to notify the Center Supervisor of confirmed cases/exposure of children and families.
2. Conduct *Daily Health Checks* at the time of check-in, prior to the parent or guardian signing their child in.
3. Children who exhibit any symptoms of COVID-19 (runny nose, cough, body aches, fever, diarrhea) prior to check-in or during the school day will be excluded until symptoms resolve or the child is cleared to return to school by a healthcare provider.
4. Require staff to stay home if they have signs of illness (runny nose, cough, body aches, fever, diarrhea). They will remain home until their healthcare provider or Mississippi State Department of Health regulations determines it is safe for them to return.
5. Communicate with staff and families about the extent of illness in our program and any changes that may need to be made to our usual routine.

Board Approved: 10/19/21

Adopted from UCSF California Childcare Health Program

Five County Child Development Program, Inc.
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Pandemic Agreement Form

Dear Head Start Families,

To keep our children and staff safe as possible, Five County Child Development Program, Inc. established new policies and procedures as part of our Covid-19 plan. These policies remain in effect until further notice.

The following is true for my family:

- I have received Five County Child Development Program’s COVID-19 Pandemic Policy.
- Head Start staff will escort my child into the building and to the classroom.
- I will not bring items such as toys into the building.
- I will not enter any head start site unless it has been preauthorized by program staff.
- If I bring my child, it is because everyone in our home is healthy, symptom free, and has no known exposure to COVID-19.
- I will allow and wait for my child to be screened for signs of illness daily before leaving the premises.
- Fever reducers will not be given to my child on any day of attendance, regardless of the reason my child needs the fever reducer.
- If my child shows signs of illness (fever, cough, runny nose, body aches, diarrhea, stomachache) during care, I, or another authorized person, will pick up my child as soon as possible.
- I will wait my turn to drop off or pick up my child and practice proper physical distancing while on the premises or at pick up/drop off locations.
- I agree that only one (1) adult, per family, will assist with getting my child in/out of the vehicle during drop off and pick up times.
- I understand this situation is subject to change per national, state, other local authority, and program needs.
- I understand these policies are for the health and safety of the children, staff, and family members at the head start site and I agree to follow them.

Parent/ Guardian Signature

Date

Board Approved: 10/19/2021

Adopted from Community Colleges of Spokane

DAILY HEALTH CHECK

What is it?

The education staff performs a daily health check by observing each child when he/she arrives to the center and having a short conversation with the parent/guardian to see if they notice anything unusual. It is a way for education staff to check for a change in a child's health and well-being. A daily health check helps teachers establish what is normal or abnormal for each child.

Why do it?

To determine if a child appears or is behaving differently than usual. The sooner sick children are identified, the sooner their health needs can be addressed. Early identification of illness in children can also reduce the spread of illness or disease.

Who does it?

Education staff do a daily health check using the *Daily Health Checklist* provided by the Health Services Director. Instructions for completing the daily health checks is provided on the checklist. Health Services Director can provide education staff with training on the daily health check if necessary.

When to do it?

Education staff should perform a daily health check when a child first arrives at the center while the parent or guardian is still present. If the child needs to be excluded, the parent/guardian may take the child with them at that time.

Conducting a Daily Health Check



LOOK for signs and symptoms of illness.

- ✓ Changes in mood or behavior
- ✓ Changes in activity or energy level
- ✓ Skin changes such as rash/swelling/bumps/ redness
- ✓ Scratching, tugging at or holding a part of the body
- ✓ Eye Discharge or pinkeye



Listen for complaints and unusual sounds from the child that might indicate they are not feeling well. Listen to what the parent shares about the child or other illness in the family.

- ✓ Persistent crying or irritability
- ✓ Wheezing or labored breathing
- ✓ Persistent cough, hoarseness



Feel for a change in the skin that might indicate a fever or dehydration.

- ✓ Unusual warmth
- ✓ Moisture



Smell for unusual odors that might indicate an underlying disease.

- ✓ Fruity sweet breath
- ✓ Foul breath
- ✓ Unusual urine or bowel movement odors

Daily Head to Toe Health Check

The child may be ill if exhibiting any of the following symptoms:

- ✓ Change in behavior or mood (less active, less energy, sleepier, easily irritated)
- ✓ Looks different from normal
- ✓ Complains of not feeling well
- ✓ Has itchy skin or scalp
- ✓ Is pulling at ear
- ✓ Has draining from eyes
- ✓ Has a runny nose
- ✓ Coughing severely
- ✓ Has skin rash or discoloration
- ✓ Has drainage from an open sore
- ✓ Unusually warm skin (fever > 100.4F)
- ✓ Eating/drinking more or less than usual
- ✓ Vomiting
- ✓ Abnormal stools (gray/white bowel movement, diarrhea, or unusual odor)
- ✓ Not urinating
- ✓ Is off balance or walks unevenly

Children who are ill or contagious must be excluded from the program based on the *Mississippi State Department of Health Regulations Governing Licensure of Child Care Facilities*. The daily health check can be repeated periodically throughout the day as necessary. If a child becomes ill during the day, education staff or family advocates should notify the parent/guardian to pick up the child. Parents are advised to seek professional healthcare to address their child's symptoms.

Daily Health Check Report

✓ = normal A = absent X = concern (write concern in comment section)

Classroom: _____

Teacher: _____

October 2022

<u>1-SKIN</u>	<u>2- EYES</u>	<u>3- NOSE</u>	<u>4- MOUTH/THROAT</u>	<u>5- BREATHING</u>	<u>6- STOMACH</u>	<u>7- GENERAL APPEARANCE</u>
Flushed Pale Rash Bruise Cuts Burns Bites	Pink/red Watery Discharge Swollen	Stuffy Runny Sneezing Bloody	Hoarse White Patches Drooling Sore	Coughing Rapid Wheezing Difficulty	Ache Vomiting Diarrhea Constipation	Cleanliness Mood Behavior Activity level

Child	Mon 10/3	Tues 10/2	Wed 10/3	Thurs 10/04	Fri 10/05	Comments
October Jones	98.7 ✓	98.2 ✓	98.9 2,3,4			Watery eyes, runny nose, sore throat
November Jones	A	A	A	97.9 ✓	98.1 ✓	Child returned after illness
Initials:	TA	TF	TF	TA	TA	

Center Manager Signature: _____

Date: _____

*** Report should be submitted to the Health Services Director at the end of each week. Emergencies should be addressed immediately.

