

# **Rainbow School Post Covid-19 Re-Opening Plan**

**Formulated April 1, 2021  
Best Practice Policies to date**

# **Table of Contents**

## **Section One: General Information**

**Plan Summary for Session**

**Statement of Understanding and Agreement Between Parents and Church**

**Letter of Introduction to Parents “Dear Parents”**

**Contract for Days/Hours**

**Daily Screening Questions**

## **Section Two: Comprehensive Plan to Open**

**State of California Department of Public Health Recommendations Overview**

**CDC Guidelines for Childcare Programs that Open, and Comprehensive Plan for Rainbow Opening**

**Emergency Closure of Rainbow Plan Protocol**

## **Section Three: For Staff Training**

**CA DSS Vaccination Availability**

**CA DSS Covid Employee Relations (OSHA)**

**Covid Transmission: What You Need to Know About COVID**

**Disinfecting Practices:**

**Cleaning and Disinfecting Your Facility**

**EPA List N: Disinfectants that work for COVID**

**Which Disinfectants Kill COVID**

**Six Steps for Disinfectant Use (Poster)**

## **Section Four: For Parents**

**\*Statement of Understanding and Agreement between Parents and Church**

**\*Contract for Days/Hours for Attendance**

**\*School Calendar**

**\*\*“Dear Parents” Abbreviated Plan Letter from the board (including new protocols):**

**Let families know about extensive cleaning practices. Families to do health check at home. Where/how to drop off or pick up your child. Need to provide at least two masks daily. What happens if a child gets sick. Possibility that the school can close due to COVID exposure. Need for daily phone contact for pick up at anytime due to illness, lunch and snack instructions, etc.**

**\*Daily Screening Questions**

**\*Emergency Closure of Rainbow Plan Protocol**

**\*What You Need to Know About COVID-19**

**COVID Evidence Summary**

**\*Guidance for Face Coverings**

**\*Care and Use of Masks**

**All Regular Child registration forms still apply (List)**

## **April 7, 2021 SUMMARY FOR SESSION**

### **Opening Plan for Rainbow School, Mendocino Presbyterian Church**

**In consideration of new circumstances of COVID-19, Rainbow seeks a temporary format that will run from May 1, 2021, to August 6, 2021. The new format includes adherence to the demands of the following government oversight offices:**

Federal mandates, EPA, and CDC recommendations, the California State regulations which include the State Department of Health and Mendocino County Health Department, the California Department of Social Services, which includes Community Care Licensing Regulations for Preschools and Day Cares, the Mendocino County Office of Education (for parallel standards with the MUSD), and office of Employee Industrial Regulations.

This new format is outlined in several documents contained in a manual available through the Rainbow office, or a copy in the church office. The manual covers all COVID-19 related aspects of administrating Rainbow, training staff, parent education, and general cleaning information. Rainbow already has in place a Family Handbook, and a Staff Handbook covering (pre-covid) policies and procedures.

#### **Plan includes:**

One class of 12 children, or fewer, and at least two teachers at all times running Monday through Thursday 9:00 to 1:00 p.m. Parents can opt for 1:00 pm to 3:30 pm additional care hours. Rainbow will be closed for legal holidays. Parents pay by contract per month.

There are three staff people total. In addition to the Qualified Director, who will be on site for approx. 6 hours per week minimally, one teacher is also “Director Qualified” and will be designated at all other times as head of school. This is required by our license. Director will also be substitute teacher if there is any staff absence.

New sign-in procedure will include one teacher screening children at the door (playground side) with specific list of qualifying questions, temperature screen, and general assessment of health. Parents are not permitted to come into the building. Refer to complete information in manual.

All Rainbow staff, children, and adults dropping off are required to wear masks. Information will be given to parents regarding proper mask use, material, fitting, cleaning, etc. Parents will provide at least two masks per child per day—one for use and one for their cubby as back up. The school will also have disposable masks on hand if needed. The only time for children to remove their mask is when they are actively eating snack or lunch.

Teachers and Director will be responsible for extra cleaning procedures throughout the day, using appropriate PPE. Specific jobs will be assigned by agreement at the staff training. Bathrooms must be disinfected after each use by children. Great consideration has been given to how to manage cleaning equipment and materials and manipulatives that the children use daily. A bin with soapy water is designated for teachers to put any item into if it has had contact with any secretions from a child (like sneezing or rubbing any fluid from face, etc). A new handwashing station will be placed so that each child can wash his hands upon arriving at school, while remaining in the playground until health status is cleared.

Handwashing is integrated into the day, constantly. Teach children to wash thoroughly for 20 seconds. Teachers also wash hands frequently.

Teachers will try to do as much as possible outdoors, weather permitting. Children will be included in toting materials outside and returning them.

In addition to the usual paperwork parents receive, the school will provide a parent packet with more information about COVID-19, and how the school is handling the circumstances, information about masks, helping by staying safe at home, cooperating with check in procedures, etc.

Parents will need to sign an agreement that states the church is not liable in case of illness of any kind, and that it is possible that a COVID case, and even closure of the school could occur. Parents must be willing to work cooperatively with the new policies regarding reporting exposures, and isolation/ quarantine. Parents must agree to COVID testing of the child if symptoms occur or they are exposed.

The School has a related document for procedures for when an exposure to COVID occurs, when a child must isolate (not attend school), and when the school must close due to exposure.

See School Budget for information about tuition, employee pay rates, expenses.

# 2021 Statement of Understanding and Agreement between Mendocino Presbyterian Church and

(Name of Parents)\_\_\_\_\_ for (Child name)\_\_\_\_\_

Rainbow School will be open for the children of those parents who read, agree, and sign the following:

*Mendocino Presbyterian Church is disclaiming any responsibility of cause, by intention or neglect, knowing or unknowing, of spread of any illness, particularly of COVID illness, which your child, you, or any family member may incur. It is by your own choice and responsibility, and full knowledge of the risks, that you have your child attend.*

- 1) The county has NOT reached the “herd immunity” level of 75 to 80 percent vaccinated people.
- 2) As you are choosing to enroll your child, please understand that your child will be at complete public risk of exposure, having up to 12 children in the class, and three teachers.
- 3) The school cannot require the families and teachers, and their surrounding social sets to be restricted on behalf of any child, though we SUGGEST that every family be respectful of every other family, and to keep outside contacts, out of county contacts, extended social contacts to a minimum, knowing each contact increases likely exposure to COVID viruses.
- 4) Mendocino Presbyterian Church supports the right to privacy regarding health choices, and is in compliance with the laws and regulations regarding vaccine health choices. While we heartily encourage all church staff to obtain immunization for COVID, the school cannot require its staff persons to be immunized against COVID, as this is a violation of personal health choice and information sharing at this time. Therefore, be aware that the teachers may or may not be vaccinated against any illness, including COVID, nor can you ask them personal questions about their status.
- 5) All participants, children as well as adults, at Rainbow will be required to wear masks at all times, except while eating snack, as it is determined that mask wearing has been a viable means to lessen the chance of COVID viral spread. Parents will provide at least two, well-fitting child’s masks, one worn each day, one for back up in child’s cubby. Ask for a guidelines statement for acceptable masks if needed.
- 6) Parents or guardians will be able to drop their child at the playground door, sign in, wait while child is screened, and then leave. We cannot allow parents or visitors time in the class or outside at this time. As per Health Dept requirements, you will be asked standard questions about the current symptoms of your child, family members, and any possible contact with COVID, etc. Please help us by cooperating with your best information.
- 7) Rainbow School has written policy guidelines regarding COVID, and has added these to the former policies. These include facility cleaning, how and when to handle standards for attendance, exposures to COVID, when and if the school needs to close due to COVID, and when and how it will re-open. These were written in compliance to CDC and State Health Department guidelines. You are welcome to request the manual in the office from your child’s teacher if you want to read all our new policies and procedures. **There are also new paperwork requirements from parents, which you will receive at enrollment.**

- 8) All possible means of cleaning as we go each day will be implemented. We will be following CDC guidelines, and you may request our complete statement. Hand washing will be often and regular. Bathrooms disinfected by a teacher after each use. Room and equipment cleaned daily.
- 9) Because the possibility that one child could cause the closure of the school, we ask that you agree to have your child tested for COVID promptly if symptoms appear, or if your child has been exposed to COVID. Let the school know that it has been done, and what the result is. This way we can avoid unnecessary closure.

Regarding Contract and Payments of Tuition:

- 1) Parents/guardians will contract for either three or four days per week, same days each week. There are no refunds or substitutions for days absent. Holidays are not included in contract.
- 2) Tuition Payment is based on \$36 per day session 9 am to 1 p.m. Hours after 1 p.m. may be added by a per hour fee of \$9. Afternoon hours must be contracted in advance.
- 3) You will be invoiced for the month, by the first of the month. **PAYMENT FOR THE WHOLE MONTH MUST BE COMPLETED BEFORE** the child is allowed to attend. Please plan accordingly.
- 4) All required forms and paperwork must be completed before child attends the first day. This includes the Doctor's permission form, so please plan a visit to your doctor in advance.
- 5) In the event that we experience a COVID outbreak among any family members, we will disclose this to parents within 24 hrs. In the event that a child becomes ill with COVID, it may be the determination that the school will close down for the required period of time (7 days). Your tuition will be refunded accordingly. Please bear in mind that this is a real possibility, and alternate plans for your child should be considered ahead.

In these unprecedented times, we look forward to a successful beginning to our new system for Rainbow. We plan to stay open all summer, provided there is need and desire. We are trying to "make up" the months you and your child were at home during the pandemic. In the fall, we will re-evaluate how the school is working, and hopefully, we can get back to full enrollment, with several classes as before. This new contract plan is possibly temporary, and will be evaluated in the fall.

**Your signature as parent/guardian, and responsible for tuition payment:**

I agree to the current (COVID) conditions for enrollment, in addition to the regular Parent Handbook, I will participate with cooperation, and communicate any appropriate information regarding the morning symptom screening each day, and/or test results.

Name \_\_\_\_\_ Date \_\_\_\_\_

## Dear Parents,

This has been a year like no other! We have heard from YOU, and we are pleased to announce that Rainbow School will re-open. We realize how much you and your children have missed them being able to play and explore together, to learn and to practice all the social skills we hope to develop in a group of peers. We miss the wonderful relationships we see between teachers, children, and parents.

The plan is to open May 1 2021 and continue on a monthly basis through summer. Then we will re-evaluate for fall. You will see changes in our procedures, that are requirements for the school brought to us by the oversight bodies of our country, state, licensing folks, and common sense. COVID has changed the way we must do business, at least for the next few months.

If you are interested in enrolling your child, here is a rundown of some new conditions you should note.

There is a new MANUAL in the office, for your perusal, if you want to read specific details of our plan. Just ask a teacher, or the Director to borrow it. Some of the documents in our manual will be given to you as you register your child.

The school will be performing extensive extra cleaning and disinfecting each day. Our dear teachers are being trained on how to do this new work, and are adding it to their daily schedule. We are trying to keep the tuition low, however, you should understand that this amount of cleaning does take up more teacher hours, costing the school more.

There is a new drop-off and pick-up procedure. Plan to come between 8:55 and 9:05 sharp and enter through the playground. First, your child should wash their hands for 20 seconds at the far door (our water supply is limited, so please turn off faucets while scrubbing, use water only to wet and rinse). Next, the teacher will “screen” your child at the blue door. Please check your child at home for any sign of illness before you arrive at school. Then the teacher will also check their temperature, ask you several questions about the health of your child and any exposure to COVID they might have had. The list of questions is on a separate page given to you at registration, and will be the same each day. If all is well, your child may then take their snack and lunch through the classroom to their cubby, and proceed with their day at Rainbow. You will be asked to sign your child in, and leave a phone number DAILY where someone AUTHORIZED can be contacted in case you child becomes sick at school, and must be sent home asap. Please update your AUTHORIZED PERSONS pick up list on your registration forms.

It is imperative that you recognize the possibility of school exposure and the possibility that Rainbow MAY have to close for 10 days if we have a direct exposure to COVID. If that happens, you will be reimbursed for tuition during that time. If there is a secondary connection to COVID, you will be informed and it will be your choice to isolate your child from school or not. Please read over the sheet we provide “Emergency Closure of Rainbow” explaining what an “exposure” is, and how the closure works. Note that in order for our small “cohort” to stay operating, we must insist that you are willing to have your child tested for COVID if an exposure occurs, as it affects the rest of the class’ ability to attend school.

Please be sure to provide a healthy snack or two (if they stay for afternoon hours we do a second snack), and a lunch each day. Teachers must avoid helping the child open containers as much as possible to discourage sharing germs, so please have packaging easy to open. Weather permitting, we will be doing most activities, including eating, outside where the air is moving. Indoors, children will be spaced 3 feet apart at eating times.



MASKS are required of all people at Rainbow. Children need to have at least two masks at school, one they are wearing, and one spare for their cubby, kept clean in a sealed baggie. The school will have a supply of children's size masks in case of unexpected need, but we ask that you provide your child with masks he/she is comfortable wearing. We have included helpful guidelines for you in registration packet.

Please know that the physical changes we are making are required at this time in California. The future may bring more changes, hopefully to ease up on requirements.

In order for our school to succeed, we need to PLAN on your honest intent to enroll your child for the entire special summer session. We need to have a minimum of tuition from enrollment to be able to maintain our staff of three teachers/directors. If some parents decide to leave for a month or (?) then our income is not stable, and our ability to meet payroll is not stable. Please think carefully about your plans for the next four months before enrolling. It is very time consuming and difficult for our director to manipulate individual schedules that are constantly changing.

You can choose between a three day program or a four day program weekly. The contract will be paid by the month, and you can opt to add afternoon hours on any day you choose. We ask that you plan those extra days/hours, and we will add them to your monthly contract. The contract cannot be changed during the month, and is payable in full on the first school day of each month. The director will provide you with an invoice a few days before month's end, with your adjusted amount due for the following month. We will count all your school days in a month, and charge \$36 per day for 9am. to 1pm. Afternoon hours are contracted at \$9 per hour. No credit for absences, unless the school has to close for COVID exposure. No late payment can be allowed, and your child can be excluded from attending if your invoice is not paid by the first school day of the month. This is new, because we are working on an extremely tight budget for this session.

IT IS VERY IMPORTANT THAT YOU READ AND SIGN YOUR "STATEMENT OF UNDERSTANDING BETWEEN PARENTS AND MENDOCINO PRESBYTERIAN CHURCH" AND YOUR "CONTRACT FOR DAYS/HOURS" FOR YOUR CHILD. They contain some important information about COVID, liability, testing, closure, etc.

We look forward to a successful Special Session with your family!! Feel free to contact Rainbow at 937-4913 with any questions you have.

The Board of Rainbow School

# Rainbow School PRESCHOOL CONTRACT 2021 Special Session

Social Service State License # 230102349

I consent to enroll my child, \_\_\_\_\_ in Rainbow School's  
Preschool Class beginning on \_\_\_\_\_ and ending on August 6, 2021.

**I will contract for my child to attend the morning program, 9:00a.m. to 1:00p.m.** Monthly tuition based on \$36 per day, on the following Days: (Minimum 3 days/week, max 4 days/wk)

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**OPTIONAL: I will contract for my child to attend additional afternoon hours,** at the rate of \$9 per hour, on the following days:

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**Registration fee:** I will pay the \$25 registration fee for the Special Session.

**Parent Participation fee:** We will not be charging this fee for this special session. We normally would encourage and welcome parents to do a few hours of work each year (or pay \$ in lieu of) to help us with keeping our campus beautiful and safe, but because of the COVID 19 special circumstances we cannot allow parents to be present at the school.

**Lunch and Snack:** I will provide a healthy morning snack and lunch each day and afternoon snack if my child stays for afternoon hours.

**Masks:** I will provide my child with an appropriate, clean mask (see recommendations) to wear each day, and at least one extra to keep in his/her cubby.

**Sign in and Pick Up Procedures:** I will make every effort to cooperate with the new Sign in procedures (as outlined elsewhere), and I will provide a phone number and name of an approved person to call in case of my child getting ill at school and try to keep those approved consistent.

**Tuition Payments:** I will pay tuition invoice promptly. It is **IMPERATIVE** that tuition is received immediately upon receipt of your invoice. Your child will be excluded from attending school if we have not received payment by the first of each month. We will be giving you your monthly invoice the last days of the month, and your invoice is payable by the first of the month. This special program is based on a minimum of children, a high teacher/child ratio, and more costs for extra cleaning procedures daily. We are trying to keep the cost as low as possible, but in order to keep the program open, we **MUST COUNT on your commitment to fully pay ahead.** We cannot tolerate late payments. Your first month will be payable **BEFORE** your child starts school, so please plan accordingly so no one will be disappointed.

You will receive a bill for each month, based on \$36 per day, counting all the school days in the month for which your child is contracted. Therefore, each month will be approximately the same, though not exactly. There is no refund for absences, or family vacations. If, in the event we have to close because of COVID19 exposure or illness, we will refund tuition accordingly. See conditions for closure elsewhere.

**Duration of Contract:** This is a special session of Rainbow School. We can only stay open if we have enough children enrolled, and therefore, enough tuition. Please think carefully about your commitment to the entire session, May through August 6, as this will not coincide with the K-8 school. We ask that you be honest and open up front about attendance throughout the summer. If a few children withdraw, it may mean we cannot continue the program at all, so please commit carefully.

**Rainbow School Family Handbook:** I will read the handbook, which contains the regular policies and procedures, the new emergency closure policy and I will read the new protocols for this Special Session. I have read them, I understand them and I will comply.

**NEW: Statement of Understanding and Agreement** between Mendocino Presbyterian Church and Parent or Guardian. This is a new form which must be signed to enroll your child.

Bear in mind a few inconveniences in the new procedures. We are required to follow certain protocols and rules by the State, the County, the Health, the Social Services Departments, for licensing. We have a Comprehensive Plan binder in the office that you are welcome to browse (just ask), full of information, regulations, and requirements, if you are interested in details. We will be handing you the extra information sheets with your registration packet.

We all want Rainbow to re-open and be successful. It is only through everyone's cooperation that we will be able to offer our wonderful program and see our community's children joyfully engaged again.

Child's name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Print Parent Name: \_\_\_\_\_

Parent Address: \_\_\_\_\_

Phone: \_\_\_\_\_

# Rainbow School

## Daily Screening for COVID-19

Each day when you bring your child to Rainbow School through the playground to enter, we ask that you cooperate with the following procedure. We want everyone to stay safe and healthy.

1--Have your child go to the portable sink and wash their hands for 20 seconds. The water supply is limited, so please turn off flow when not directly using water.

2--Maintain a distance between your family and other families of 6 feet until your child is checked in.

3--Step to the check in desk where a teacher will greet you and your child, and do a quick visual health check, then ask a series of questions as below.

4--Has the child displayed any of the following symptoms in the last few days?

Fever or Chills

Cough

Shortness of Breath or difficulty breathing

Fatigue

Muscle or Body Aches

Diarrhea

Headache

New loss of taste or smell

Sore throat

Congestion or Runny nose

Nausea or vomiting

5—Teacher will take child's temperature with no touch meter. Temperature 100.4 or above will not be permitted to stay at school. Has the child taken any medication for fever in the last 24 hours?

6—Has the child or anyone in the household been feeling the above symptoms?

7—Has the child been in close contact with anyone who has had a COVID 19 positive test, but is not symptomatic. **This is an exposure, and the child must isolate for 10 days. Contact is considered 15 minutes or more, cumulative within 6 feet of the affected person.**

7—Has the child been in close contact with anyone who has COVID 19 illness symptoms? **This is an exposure, and the child must isolate for 10 days. Contact is considered 15 minutes or more, cumulative within 6 feet of the affected person.**

8—Have you provided care to someone at home who is sick with COVID? Has the child had physical contact with the sick person, kissed or hugged them? Has the child shared eating or drinking utensils with the sick person? Has the sick person sneezed, coughed, or somehow gotten respiratory droplets on your child?

9—If none of the items above apply, your child may take their lunch and other belongings to their cubby in the hall, and proceed with their day at Rainbow. Parent or guardian is asked to sign in the child and leave the campus through the playground, and not to enter the building.

**Thank you for cooperating with all our efforts to curtail the spread of the virus, and keep our children and staff safely in school.**

# State of California—Health and Human Services Agency

## California Department of Public Health

August 25, 2020

**TO:**

All Californians

**SUBJECT:**

COVID-19 Case and Contact Management Within Child Care Facilities

### Updates since August 25, 2020:

- Updated on February 18, 2021 to amend the number of quarantine days from 14 to 10.

### Overview

This document provides COVID-19 guidance for California child care facilities. It is meant to be complementary to [California's guidance for Child Care Programs and Providers \(PDF\)](#), other [CDPH guidance](#), and the Centers for Disease Control and Prevention (CDC) [Guidance for Child Care Programs that Remain Open](#). This guidance is focused on areas that are not fully addressed in the CDC guidance, including but not limited to: case and contact management, and considerations for closure of the child care facility or classes/groups within the facility.

For the purposes of this document, child care facility refers to all group care facilities for children who are not yet in kindergarten in an elementary school. This includes child care centers, child development facilities, family child care homes, and preschools (including transitional Kindergartens, pre-Kindergartens and Kindergartens that are part of preschool programs or are independent of both preschool and elementary school programs).

CDPH recommends that administrators and child care providers in all child care facilities become familiar with and implement the [CDC Guidance for Child Care Programs that Remain Open](#). The main topics covered in the CDC guidance are: 1) general preparedness and planning; 2) social distancing strategies ; 3) parent drop-off and pick-up; 4) health screening for symptoms; 5) cleaning and disinfection; 6) caring for infants and toddlers; 7) healthy hand hygiene behavior; 8) food preparation and meal service; and 9) vulnerable/high risk groups.

New evidence about COVID-19 transmission, including variations by age, and the effectiveness of disease control and mitigation strategies in facilities for children continues to emerge. Guidance will be updated, if necessary, based upon the available science.

### Identifying COVID-19 cases

CDPH recommends that children, parents, providers, and other staff with [COVID-19 symptoms](#) be excluded from the facility. To limit exposures to others, children who develop symptoms while in the child care facility should be immediately removed from the cohort and placed in an isolation area designated for sick children to wait for their parents to pick them up. Providers and other staff who develop symptoms while at work should immediately leave the child care facility.

Advise sick staff members and children not to return until they have met CDC criteria to [discontinue home isolation](#), including at least 1 days with no fever, symptoms have improved and at least 10 days since symptoms first appeared.

Child care providers, other staff and parents of child attendees should be instructed to immediately report suspected or confirmed COVID-19 infections to the director of the program. The director should then contact the local Child Care Licensing Regional Office and the local health department to seek assistance in responding to the case, including but not limited to, contact tracing and exclusion of exposed individuals.

## **When a COVID-19 case is identified**

Decisions on public health actions beyond exclusion of an ill child, provider or staff member from the facility should be made on a case by case basis with guidance from the local health department.

## **Identifying exposed persons**

When a case is reported, all people who were potentially exposed\* to the case while he/she was infectious† should be identified as soon as possible. In child care facilities, it may be difficult to determine whether individual persons have met this criterion and if so, an entire cohort, classroom, or other group may need to be considered exposed, particularly if they have spent time together indoors.

Persons who have been identified as exposed to COVID-19 outside of the child care facility should be excluded from the facility for 10 days and [quarantined](#) at home per the local health department after their last exposure to the infectious† case. The time period for quarantine is not changed for persons who have a negative COVID-19 test.

## **Testing recommendations**

All persons with COVID-19 symptoms should be tested. Testing of exposed asymptomatic people can be considered if local lab capacity permits. Negative test results will not shorten 10-day exclusion/quarantine period for exposed people.

## **When closure of an entire child care facility should be considered**

Closure of a facility should be considered in consultation with the local health department if cases have been identified in more than one cohort/class/group, or for family child care homes, when exclusion of the individual from the home is not possible.

## **If a facility is closed, when may it reopen?**

- After complying with [cleaning and disinfection](#) procedures; AND
- After consultation with the local health department.
- \* Exposure is defined as being <6 feet of an infectious† case for >15 minutes.  
† Cases are considered infectious for 48 hours before symptom onset, or if asymptomatic, for 48 hours before date of positive test.

# From CDC: Guidance for Child Care Programs that Open

## **General Preparedness and Planning**

As you think about how your facility will deal with the impact of coronavirus disease 2019 (COVID-19), it is important to work with your local health officials, school districts, child care licensing boards/bodies, child care accreditation bodies, health consultants, and other community partners to determine the most appropriate plan and action. This document is meant to help administrators create emergency operations plans and tailor them to your community's level of transmission.

No matter the level of transmission in a community, every child care program should have a plan in place to protect staff, children, and their families from the spread of COVID-19.

As a result of the above recommendations, here is

## **RAINBOW SCHOOL COMPREHENSIVE PLAN**

### **Prevent the Spread of COVID-19**

Rainbow will ensure adequate supplies to support hand hygiene behaviors and routine cleaning of objects and surfaces.

Rainbow will train staff to take everyday preventive actions to prevent the spread of respiratory illness, as well as perform extra cleaning duties as outlined.

- Wash hands often with soap and water. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Always wash hands with soap and water if hands are visibly dirty.
- Remember to supervise young children when they use hand sanitizer to prevent swallowing alcohol.
- Clean and disinfect frequently touched surfaces.
- Cover cough and sneezes.
- Cover your mouth and nose with a cloth face mask at all times in the school. Cloth face coverings should NOT be put on babies and children under age two because of the danger of suffocation.

## **Rainbow School will require sick children and staff to stay home.**

- Communicate to parents the importance of keeping children home when they are sick.
- Communicate to staff the importance of being vigilant for symptoms and staying in touch with facility management if or when they start to feel sick.
- Establish procedures to ensure children and staff who come to the child care center sick or become sick while at your facility are sent home as soon as possible.
- Keep sick children and staff separate from well children and staff until they can be sent home.
- Sick staff members should not return to work until they have met the criteria to discontinue home isolation. Ten days, and no fever for 24 hours, without using fever reducing or other OTC drugs, and symptoms have subsided.

## **Rainbow has a plan if someone is or becomes sick.**

- If a child starts to have symptoms while at school, that may or may not be COVID, Rainbow will have an isolation room that can be used to isolate the sick child.
- Be ready to follow CDC guidance on how to disinfect your building or facility if someone is sick.
- If a sick child has been isolated in your facility, clean and disinfect surfaces in your isolation room or area after the sick child has gone home. Parents will be required to obtain a COVID test for their child if symptoms indicate.
- Close school for 24 hours to clean. Close off areas used by the person who is sick, until cleaned.
- If child gets a negative test for COVID, he may return to school after fever has subsided for 24 hours without the use of fever reducing drugs. Other students may continue to attend school while the sick child is home.
  
- If COVID-19 is confirmed in a child or staff member: Rainbow will report the occurrence to the health department, and Social Service Licensing, as required, and proceed as directed.

All children who were "exposed" to the sick child must be isolated at home for 10 days. In most cases, this means the school will close for those 10 days.



## **Rainbow will thoroughly disinfect**

- Open outside doors and windows to increase air circulation in the areas.
- Wait up to 24 hours or as long as possible before you clean or disinfect to allow respiratory droplets to settle before cleaning and disinfecting.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas.
- If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
  - Continue routine cleaning and disinfection.

## **Monitor and plan for absenteeism within staff**

- in the event of increased staff absences, Rainbow School will only use known teachers and substitutes. If there aren't enough available, the school will close.
- Recommend that individuals at higher risk for severe illness from COVID-19 (older adults and people of any age who have serious underlying medical conditions) consult with their medical provider to assess their risk and to determine if they should stay home if there is an outbreak in their community.

## **Review plans for implementing social distancing strategies**

- Social distancing focuses on remaining out of congregate settings, avoiding mass gatherings, and maintaining distance from others when possible. Follow current guidance about gatherings and events.
- Plan to limit nonessential visitors and cancel use of classroom volunteers.
- Maintain an adequate ratio of staff to children to ensure safety.
  - Plan ahead and ensure you have substitute caregivers who can fill in if your staff members are sick or stay home to care for sick family members.
- Staff members and children at Rainbow will wear face coverings within the facility.

- Rainbow will follow state and local child care licensing policies and regulations. Specifically, Rainbow will continue to adhere to their state and local licensing policies unless otherwise notified by their local health department.
- Guidance is also provided by the department of education and/or health department in your state, city, or locality, and CDC.
- There will be only one group (cohort) at Rainbow, and the same teachers should remain with the same group each day.
- Teachers will consider daily whether to alter or halt daily group activities that may promote transmission.
- Teachers may consider using full face shields on themselves, with a cloth attached to chin area, tucked into shirt collar, to accomplish up to 10 minutes, three times a week, of facial/mouth speech work. All other times, everyone will have cloth face masks.

### **Parent Drop-Off and Pick-Up**

- Hand hygiene stations will be set up at the entrance of the facility, so that children can wash their hands for twenty seconds before they enter. If a sink with soap and water is not available, provide hand sanitizer with at least 60% alcohol next to parent sign-in sheets. Teachers will keep hand sanitizer out of children's reach and supervise use. If possible, place sign-in stations outside, and provide sanitary wipes for cleaning pens between each use.
- Ideally, the same parent or designated person should drop off and pick up the child every day. If possible, older people such as grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk for severe illness from COVID-19.

### **Every child will be screened upon arrival :**

Persons who have a fever of 100.4° (38.0°C) or above or other signs of illness will not be admitted to the facility. We encourage parents to be on the alert for signs of illness in their children every morning and to keep them home when they are sick.

Teachers will conduct health and temperature screenings, using social distancing (a distance of 6 feet from others) or physical barriers to eliminate or minimize exposures due to close contact to a child who has symptoms during screening.

Teacher stands behind a table, to protect the staff member's face and mucous membranes from respiratory droplets. Child and parent will be wearing masks. Ask parents to maintain the 6 foot space between families while they wait for check-in.

- Upon arrival, Teacher washes hands and put on a facemask, and a single pair of disposable gloves. A gown could be considered if extensive contact with a child is anticipated. Eye protection (goggles or disposable face shield that fully covers the front and sides of the face), is a teacher choice.
- When a parent and child arrive, they are asked first to have child wash hands for 20 seconds at the portable sink on playground.
- Teacher asks the parent/guardian to confirm that the child does not have fever, shortness of breath or cough, nausea or other unusual symptoms.
- Teacher asks if the child has taken any medication in the last day or two ( which could change present symptoms (like ibuprofen)
- Teacher asks if anyone in the child's household is showing symptoms of COVID as above.
- Teacher asks the parent/guardian if the child has visited outside the normal family circle recently. Ask if anyone the child has been in contact with outside the household has shown symptoms of COVID as above. Has the child travelled outside the area recently where they might have had exposure.
- "Exposure" is considered to be longer than 15 minutes, cumulative, within 6 feet of another person who has COVID-19.
- Teacher makes a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness, and confirm that the child is not experiencing coughing or shortness of breath.
- Take the child's temperature. Child is admitted, and takes his lunch and snack to his cubby before starting his day.
  
- During training, staff will learn the recommended method of donning and doffing PPE. The procedure to don and doff should be tailored to the specific type of PPE that you have available at your facility.
  - If your facility does not have specific guidance, the CDC has recommended sequences for donning and doffing PPE.

## **Clean and Disinfect**

Caring for Our Children (CFOC) provides national standards for cleaning, sanitizing and disinfection of educational facilities for children. Toys that can be put in the mouth should be cleaned and sanitized (see below). Other hard surfaces, including diaper changing stations, door knobs, and floors can be disinfected.

- Facilities should develop a schedule for cleaning and disinfecting.
- Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games. This may also include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, and playground structures. Use the cleaners typically used at your facility. Guidance is available for the selection of appropriate sanitizers or disinfectants (N list) for child care settings.
- Use all cleaning products according to the directions on the label. A list of products that are EPA-approved for use against the virus that causes COVID-19 is available, the N list, EPA website. If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection. Follow the manufacturer's instructions for concentration, application method, and contact time for all cleaning and disinfection products.
- If possible, provide EPA-registered disposable wipes to child care providers and other staff members so that commonly used surfaces such as keyboards, desks, and remote controls can be wiped down before use.
- All cleaning materials should be kept secure and out of reach of children.
- Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.

## **Clean and Sanitize Toys**

- Toys that cannot be cleaned and sanitized should not be used.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions should be set aside until they are cleaned by hand by a person wearing gloves. Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant, rinse again, and air-dry. Staff may also clean in a mechanical dishwasher, kitchen of Preston

Hall. Be mindful of items more likely to be placed in a child's mouth, like play food, dishes, and utensils.

- Machine washable cloth toys should be used by one individual at a time or should not be used at all. These toys should be laundered before being used by another child.
- Set aside toys that need to be cleaned. Place in a dish pan with soapy water or put in a separate container marked for "soiled toys." Keep out of reach of the children. Washing with soapy water is the ideal method for cleaning. Try to have enough toys so that the toys can be rotated through cleanings.
- Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning.

It is important to comfort crying, sad, and/or anxious infants and toddlers, and they often need to be held. To the extent possible, when washing, feeding, or holding very young children: Child care providers can protect themselves by wearing an over-large button-down, long sleeved shirt and by wearing long hair up off the collar in a ponytail or other updo.

- Child care providers should wash their hands, neck, and anywhere touched by a child's secretions.
- Child care providers should change the child's clothes if secretions are on the child's clothes. They should change the button-down shirt, if there are secretions on it, and wash their hands again.
- Contaminated clothes should be placed in a plastic bag or washed in a washing machine.

### **Healthy Hand Hygiene Behavior**

- All children, staff, and volunteers should engage in hand hygiene at the following times:
  - Arrival to the facility and after breaks
  - Before and after preparing food or drinks
  - Before and after eating or handling food, or feeding children
  - Before and after administering medication or medical ointment
  - After using the toilet or helping a child use the bathroom
  - After coming in contact with bodily fluid
  - After playing outdoors or in sand

- After handling garbage
- After assisting children with handwashing, and staff should also wash their hands.

Wash hands with soap and water for at least 20 seconds.

If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.

- Supervise children when they use hand sanitizer to prevent ingestion.
- Place posters describing handwashing steps near sinks. Developmentally appropriate posters in multiple languages are available from CDC.

### **Eating lunch, and snack time at Rainbow:**

Snacks and lunch for each child are prepared by the parent, and no sharing of food will be allowed. Children will be seated 3 feet apart if indoors, and most likely be outside, weather permitting. Caregivers should ensure children wash hands prior to and immediately after eating. Caregivers should wash their hands before preparing food and before and after helping children to open packaging and eating.

### **Vulnerable/High Risk Groups**

Based on currently available information and clinical expertise, older adults and people of any age who have serious underlying medical conditions might be at higher risk for severe illness from COVID-19.

Rainbow will encourage staff members or teachers age 65 or older, or with serious underlying health conditions, to talk to their healthcare provider to assess their risk and to determine if they should stay home.

Information about COVID-19 in children is somewhat limited, but the information that is available suggests that many children have mild symptoms. However, a small percentage of children have been reported to have more severe illness. If you have children with underlying health conditions, or disabilities, talk to their parents about their risk. Follow children's care plans for underlying health conditions such as an asthma action plan.

If you have children with disabilities, talk to their parents about how their children can continue to receive the support they need.

## Emergency Closure of Rainbow Protocol 4-7-21

According to plan, each day Rainbow School is open to children, parents must bring their child to playground entry door for check-in. At that place and time, a teacher will screen the child: look at overall health, look for illness symptoms, and take temperature. Teacher will ask a series of questions of the parent. This will include whether any family members have any symptoms, or if child has had contact with anyone with symptoms of COVID.

Parent will stay only long enough to assess the health of child and family, then leave. Sign in sheet will include a phone number to call at any time during the day in case child becomes ill.

If a child displays symptoms of illness during the day, teacher will immediately remove the child to a separate room, and a teacher will monitor the child. Teacher will immediately call parent or guardian (whose number appears on sign-in sheet) to pick up child. School requires a covid test be performed by parent's provider, if symptoms indicate COVID possibility. School requests the results of this test asap.

While waiting for test results, all parents will be notified that their child may have been exposed to a child that is showing symptoms of possible covid. Regular daily disinfecting procedures will follow, but school continues to be open.

If the child is ill, but not with Covid, and tests negative, the child can return to school when he is feeling better and has no fever for 24 hours. The rest of the children continue to attend school.

When a child is tested and is positive for covid, we will consider this an outbreak. All parents will be notified that their child has been exposed to a symptomatic covid case at school (or a positive test result), and the school must close asap. The school must remain closed for 10 days. During this time, complete disinfection procedures will be done. Tuition will be reimbursed accordingly. Parents will be strongly encouraged to isolate their child for 10 days. The affected child will remain away for at least 10 days, or until symptoms have subsided, and the child has not had a fever (without fever medication) for 24 hours.

Rainbow will reopen after 10 days.

If a parent presents a report that an immediate family member or person in their social set has been diagnosed with COVID, or has a positive test result, and the child has spent longer than 15 minutes, cumulative, within 6 feet of the COVID patient, this constitutes an "exposure." The "exposed" child must be isolated for 10 days, and not attend school. COVID testing is required. The school will notify all parents within 24 hours that their child has possibly been exposed by way of another child who had been exposed outside the class. School remains open. Attendance will be a parent choice, no refunds given.

If the "exposed" child tests positive, then the rest of the class and teachers will isolate, parents are notified that their child HAS been exposed to a COVID positive child, school closes for 10 days.

Because Rainbow is only one "cohort," if one child gets COVID, showing with a positive test, with or without symptoms, the entire school must close for 10 days. We will encourage parents to honestly report exposures, and to do their best to have few social contacts for their children outside of school.

These rules are set by the County Health Department. They may be updated as time goes on.



KIM JOHNSON  
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



GAVIN NEWSOM  
GOVERNOR

March 9, 2021

PIN 21-06-CCP

TO: ALL CHILD CARE FACILITY LICENSEES

FROM: *Original signed by Kevin Gaines*  
KEVIN GAINES  
Deputy Director  
Community Care Licensing Division (CCLD)

SUBJECT: **COVID-19 Vaccines for the Child Care Sector**

**Provider Information Notice (PIN) Summary**

PIN 21-06-CCP announces information regarding how the child care sector can obtain the COVID-19 vaccine

The California Department of Social Services (CDSS) and California Department Public Health (CDPH) are working diligently with a variety of federal, state, and local partners, which includes local public health departments, community-based organizations, and other public or private immunizers, to facilitate an equitable distribution of COVID-19 vaccines for prioritized populations in California. **The child care sector is now eligible to receive vaccinations under “Phase 1B” of [California’s vaccine framework](#). The COVID-19 vaccine is available at no expense to you. You may schedule an appointment now by utilizing the information below.**

Please see the Frequently Asked Questions (FAQ) section below, for more information on ways to receive a COVID-19 vaccination, vaccine safety and benefits and additional information.

Updated Child Care Information regarding COVID-19 will be posted on the [Child Care Licensing Program](#) homepage. CCLD regularly sends information to providers and stakeholders by way of PINs, Program Quarterly Update Newsletters, regional meetings, and more. Please [subscribe to be notified of new PINs here](#).

If you have specific COVID-19 questions, you may contact the CDSS CCLD COVID-19 General Question’s e-mail inbox at: [CCLCOVID19INFO@dss.ca.gov](mailto:CCLCOVID19INFO@dss.ca.gov).



**Coronavirus Disease 2019 (COVID-19) Vaccination  
Frequently Asked Questions (FAQs)**

Question	Answer	Source Information Links
<p><b>1. What are the benefits of being vaccinated?</b></p>	<p>Vaccination helps protect us from the COVID-19 virus and the illnesses it causes. It also prevents the spread of COVID-19 to others.</p> <p>See links for factsheets and information regarding vaccine safety and benefits. For further questions regarding vaccine safety and benefits, please contact your local health department.</p>	<ul style="list-style-type: none"> <li>• <a href="#">Center for Disease Control (CDC) – Vaccine Safety</a></li> <li>• <a href="#">CDPH Vaccine Fact Sheet</a></li> <li>• <a href="#">CDC Vaccine Benefits</a></li> <li>• <a href="#">Local Health Department Information</a></li> </ul>
<p><b>2. Is the Child Care sector eligible for the vaccination?</b></p>	<p><b>Yes, the Child Care sector is specifically named</b> under California’s <a href="#">Phase 1B framework</a>.</p> <p><b>Individuals may also qualify under other criteria (e.g. age)</b></p> <p><b>As of the date this PIN was issued, vaccines for COVID-19 are currently available for these populations:</b></p> <ul style="list-style-type: none"> <li>• Healthcare workers</li> <li>• Long-term care residents and skilled nursing facility residents</li> <li>• Individuals 65 and older</li> <li>• Those at risk of exposure at work in the following sectors:               <ul style="list-style-type: none"> <li>○ Child care and Education</li> <li>○ Emergency responders</li> <li>○ Food and agriculture</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">California COVID-19 Vaccine Website Homepage</a></li> <li>• <a href="#">CDPH Vaccine Allocation Guidelines</a></li> <li>• <a href="#">California Department of Public Health Provider Bulletin</a></li> </ul>

<p><b>3. How do members of the child care sector get a vaccine?</b></p>	<p>There are four ways to schedule an appointment.</p> <ol style="list-style-type: none"> <li>1. <i>Your Health Care Provider.</i> You may contact your health care provider to see if they are offering vaccines.</li> <li>2. <i>MyTurn.</i> MyTurn is a vaccine registration and notification site. If you're eligible and vaccine appointments are available through My Turn, you can schedule one. You visit online at <a href="http://myturn.ca.gov">myturn.ca.gov</a> or call (833) 422-4255. This site is accessible to people with disabilities and the telephone lines offer services in 250 languages. You will be asked to state that you are a member of the child care workforce, to qualify for an appointment or notifications of available appointments. You may need to provide a form of verification at your appointment – See Question 9 below for more information.</li> <li>3. <i>Your Local Health Departments.</i> Your local health department will continue to have information about how to find available appointments.</li> <li>4. <i>Pharmacies.</i> CVS, Rite Aid, and Walgreens pharmacies offer limited appointments for COVID-19 vaccination in specific areas.</li> </ol>	<ul style="list-style-type: none"> <li>• <a href="#">California "MyTurn" Vaccine Eligibility Website</a></li> <li>• <a href="#">How-to-get-vaccinated</a></li> <li>• <a href="#">Directory of Local Health Departments</a></li> <li>• <a href="#">CVS</a></li> <li>• <a href="#">Rite Aid</a></li> <li>• <a href="#">Walgreens</a></li> </ul>
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<p><b>4. How do I verify that I am a member of the child care workforce when I go to my appointment?</b></p>	<p>You may need to bring:</p> <ul style="list-style-type: none"> <li>• A picture ID</li> <li>• Proof that you live or work in the county or city where you are getting vaccinated</li> <li>• Documentation to prove your employment in the child care sector</li> </ul> <p>Documentation may include:</p> <ul style="list-style-type: none"> <li>• A copy of the State of California license for your program; badge; pay stub; letter from your employer</li> <li>• Family, friends, and neighbors (FFN) providing subsidized care (license exempt): Copy of attendance sheet or invoice, payment record</li> </ul>	
<p><b>5. Do I need to be a California resident to receive a COVID-19 vaccine?</b></p>	<p>No, vaccine distribution is based on eligibility irrespective of residency or immigration status.</p>	<ul style="list-style-type: none"> <li>• <a href="#">California COVID-19 Vaccine Q&amp;A Website</a></li> </ul>
<p><b>6. Does the CA “MyTurn” Website collect my demographic information?</b></p>	<p>Yes, the website does request some demographic information, but is designed to protect your privacy. The information collected will only be used for medical purposes to facilitate your vaccination.</p>	<ul style="list-style-type: none"> <li>• <a href="#">California "MyTurn" Vaccine Eligibility Website</a> or call <b>(833) 422-4255</b></li> </ul>
<p><b>7. What is the local health department’s role?</b></p>	<p>Local health departments may notify you when and where vaccinations are available in your area. Some local health departments also provide vaccination appointments, registration, and notification services. Check with your local public health department for more information.</p>	<ul style="list-style-type: none"> <li>• <a href="#">Local Public Health Resources and Updates</a></li> </ul>

<p><b>8. What is my role as a licensee of a child care facility, administrator or director of a child care program, facility or setting?</b></p>	<p><b>Share</b> information from this PIN and discuss this notice with staff and families. You may reference the California COVID-19 Vaccine Website Homepage for the most recent information.</p> <p><b>Discuss</b> the information about how to find and schedule an appointment to receive a vaccine.</p> <p><b>Assist</b> staff as needed with verification forms as needed</p> <p><b>Best Practice:</b> Maintain records and document outcomes by making every reasonable effort to obtain and record the following information for yourself and your staff by:</p> <ul style="list-style-type: none"> <li>• Request a copy of the vaccination record</li> <li>• Date(s) vaccination was received</li> <li>• If staff declined to receive</li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">California COVID-19 Vaccine Website</a></li> </ul>
<p><b>9. Who will contact me about the availability of vaccine?</b></p>	<p>Local and state partners are working to quickly distribute vaccines based on the state’s framework. You could be contacted by your local Child Care Resource and Referral Agency, Child Care Provider United, or local public health department.</p> <p>Some of these organizations may offer you a code which allows you to quickly book an appointment.</p>	<ul style="list-style-type: none"> <li>• <a href="#">Resource and Referral County Listing</a></li> <li>• <a href="#">Child Care Provider United Listing</a></li> <li>• <a href="#">Local Public Health Listing</a></li> </ul>
<p><b>10. Which members of the child care sector are being prioritized for the 10% set aside?</b></p>	<p>All child care workers are eligible to receive the vaccine. Those working in licensed family child care homes, licensed centers, and license exempt providers, currently receiving a subsidy, are being prioritized for the 10% set aside as part of the</p>	<ul style="list-style-type: none"> <li>• <a href="#">California COVID-19 Vaccine Website</a></li> <li>• <a href="#">Governor’s Office Press Release</a></li> </ul>

	<p>California's Safe Schools for All Plan. Some individuals in these settings may receive a code to use on MyTurn from a provider union, local child care resource and referral agency, or local public health department.</p>	
<p><b>11. What happens if I do not get a code?</b></p>	<p>Codes will be distributed based on vaccine availability and not all child care providers will receive a code. You do <b>not</b> need a code to receive a vaccination. <b>If you are not selected to receive a code, this does not impact your ability to schedule a COVID-19 vaccination appointment.</b> (See Question 2 for more information)</p>	<ul style="list-style-type: none"> <li>• <a href="#">California "MyTurn" Vaccine Eligibility Website</a></li> </ul>
<p><b>12. What is the methodology used to ensure equitable distribution of codes?</b></p>	<p>California set aside 40 percent of vaccine doses for most impacted communities. Priority will be given to areas most disproportionately impacted by COVID-19.</p>	<ul style="list-style-type: none"> <li>• <a href="#">Governor's Office Press Release</a></li> </ul>
<p><b>13. Can providers who are temporarily closed receive a vaccination?</b></p>	<p>Yes.</p>	<ul style="list-style-type: none"> <li>• <a href="#">California "MyTurn" Vaccine Eligibility Website</a></li> </ul>
<p><b>14. Are other staff working in a child care program or preschool eligible for the vaccine?</b></p>	<p>Yes.</p>	<ul style="list-style-type: none"> <li>• <a href="#">CDPH Vaccine Allocation Guidelines</a></li> </ul>

CaDSS:

Emergency Temporary Standards, from the Dept of Industrial Relations—This is an excerpt—for complete statement, refer to Social Service website, [Dept of Industrial Relations](#)

## The COVID-19 Prevention Program [Back to top](#)

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1. **Q:** What are the main requirements of the ETS?

**A:** To comply with the ETS, an employer must develop a written COVID-19 Prevention Program or ensure its elements are included in an existing [Injury and Illness Prevention Program](#) (IIPP). The employer must implement the following in accordance with their written program:

- Communication to employees about the employer's COVID-19 prevention procedures
- Identify, evaluate and correct COVID-19 hazards
- Physical distancing of at least six feet unless it is not possible
- Use of face coverings
- Use engineering controls, administrative controls and personal protective equipment as required to reduce transmission risk
- Procedures to investigate and respond to COVID-19 cases in the workplace
- Provide COVID-19 training to employees
- Provide testing to employees who are exposed to a COVID-19 case, and in the case of multiple infections or a major outbreak, implement regular workplace testing for employees in the exposed work areas
- Exclusion of COVID-19 cases and exposed employees from the workplace until they are no longer an infection risk
- Return to work criteria
- Maintain records of COVID-19 cases and report serious illnesses and multiple cases to Cal/OSHA and the local health department, as required

Cal/OSHA has posted a [Model COVID-19 Prevention Program](#) on its website for employers to use.

## Communication with Employees [Back to top](#)

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1. **Q:** What does the ETS require employers to communicate to employees?

**A:** Requirements include:

- How to report COVID-19 symptoms, exposures and hazards to the employer without fear of reprisal
- COVID-19 hazards in the workplace and the employer's policies and procedures to address them

- Any procedures the employer may have for accommodating employees with elevated risk factors for COVID-19, which can be found on the CDC's website (this is an obligation to communicate about existing procedures, not to create new ones, although reassigning employees with elevated COVID-19 risk factors to jobs with less exposure risk is encouraged and may be required under federal and state disability laws)
- How the employee can obtain testing for COVID-19, such as through the employer's workplace-based testing program, or through the local health department, a health plan, or at a community testing center
- Notice of potential exposure to COVID-19
- Cleaning and disinfection protocols
- How to participate in workplace hazard identification and evaluation

## **What You Need to Know About COVID-19**

For the very latest information about COVID-19, please check the CDC website, and/or

the Mendocino County Health Department Website, and/or

you can call the **Mendocino County Call Center** at (707) 234-6052 (they will answer questions from the public)

These all have extensive information about COVID19. **Briefly:**

- COVID-19 is a virus that causes respiratory illness. Symptoms most commonly include fever with cough or shortness of breath. Some people have few or no symptoms.
- The virus is spread through droplets (coughs and sneezes). After exposure, symptoms of COVID-19 may appear in as few as two days, or as long as 14days.
- Most people with this infection will recover on their own.
- People most at risk are those older than 60 years and medically compromised (e.g. those with heart disease, lung disease, diabetes, and other immunocompromised people).

## **How to Prevent the Spread of COVID-19 in Schools:**

- Keep children at home when they are sick. Those who develop a fever at school should go home and stay home until they are fever-free for at least 24 hours without the aid of fever-reducing medication.
- School will isolate sick children and staff from others until they can go home.
- Facemasks should be worn by all.
- Teach hand hygiene to children, and this will be done at school also. Wash hands often, for 20 seconds, with soap and water. Hand sanitizer should be available if soap and water is not.
- Avoid touching face, eyes, mouth as much as possible.
- Teach your child proper cough and sneeze etiquette: cough or sneeze into a tissue (sleeve or arm if no tissue available), but not into your hand.
- Clean and disinfect frequently touched objects and surfaces using household cleaning spray or wipe as instructed.



From [cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html](https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html)

# Cleaning and Disinfecting Your Facility (8 pgs)

Everyday Steps, Steps When Someone is Sick, and Considerations for Employers

Updated Jan. 5, 2021

## How to clean and disinfect

### 1. Develop Your Plan

#### **DETERMINE WHAT NEEDS TO BE CLEANED.**

Areas unoccupied for 7 or more days need only routine cleaning. Maintain existing cleaning practices for outdoor areas.

#### **DETERMINE HOW AREAS WILL BE DISINFECTED.**

Consider the type of surface and how often the surface is touched. Prioritize disinfecting frequently touched surfaces.

#### **CONSIDER THE RESOURCES AND EQUIPMENT NEEDED.**

Keep in mind the availability of cleaning products and personal protective equipment (PPE) appropriate for cleaners and disinfectants.

### 2. Implement

#### **CLEAN VISIBLY DIRTY SURFACES WITH SOAP AND WATER prior to disinfection.**

#### **USE THE APPROPRIATE CLEANING OR DISINFECTANT PRODUCT.**

Use an Environmental Protection Agency (EPA)-approved disinfectant against COVID-19 and read the label to make sure it meets your needs.

#### **ALWAYS FOLLOW THE DIRECTIONS ON THE LABEL.**

The label will include safety information and application instructions. Keep disinfectants out of the reach of children.

### 3. Maintain and Revise

#### **CONTINUE ROUTINE CLEANING AND DISINFECTION.**

Continue or revise your plan based on appropriate disinfectant and PPE

availability. Dirty surfaces should be cleaned with soap and water prior to disinfection. Routinely disinfect frequently touched surfaces at least daily.

cleaning icon

**MAINTAIN SAFE PRACTICES** such as frequent handwashing, wearing masks, and staying home if you are sick.

**CONTINUE PRACTICES THAT REDUCE THE POTENTIAL FOR EXPOSURE.**

Maintain social distancing, staying six feet away from others. Reduce sharing of common spaces and frequently touched objects.

- **Wear disposable gloves** to clean and disinfect and discard after use or use reusable gloves that are dedicated only for cleaning and disinfecting. Always [wash hands](#) after removing gloves.
- **Clean any dirty surfaces using soap and water first, then use disinfectant.**
- Cleaning with soap and water **reduces the number of germs, dirt, and impurities** on the surface. **Disinfecting kills any remaining germs** on surfaces, which further reduces any risk of spreading infection.
  - **Practice routine cleaning** and disinfection of frequently touched surfaces. More frequent cleaning and disinfection may be required based on level of use.
  - Surfaces and objects in public places, such as shopping carts, point of sale keypads, pens, counters, vending machines, and ATMs should be cleaned and disinfected before each use or as much as possible.
  - **Other high touch surfaces include:** Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks.

spraybottle icon

Disinfect

- **Disinfect with a disinfectant on [EPA List N: Disinfectants for Coronavirus \(COVID-19\)](#)**[external icon](#). Follow the instructions on the label to ensure safe and effective use of the product. Many products recommend:
  - Keeping surface wet with disinfectant for a period of time (see product label).
  - Precautions such as wearing gloves and making sure you have good [ventilation](#) while using the product.

**Use chemical disinfectants safely!** Always read and follow the directions on the label of cleaning and disinfection products to ensure safe and effective use.

- Wear gloves and consider glasses or goggles for potential splash hazards to eyes
- Ensure adequate ventilation (for example, open windows)
- Use only the amount recommended on the label
- Use water at room temperature for dilution (unless stated otherwise on the label)
- Label diluted cleaning solutions
- Store and use chemicals out of the reach of children and pets
- Do not mix products or chemicals
- Do not eat, drink, breathe, or inject cleaning and disinfection products into your body or apply directly to your skin as they can cause serious harm
- Do not wipe or bathe pets with any cleaning and disinfection products.

SEE [EPA's Six Steps for Safe and Effective Disinfectant Use](#).

Special considerations should be made for people with asthma. Some cleaning and disinfection products can trigger asthma. [Learn more about reducing your chance of an asthma attack while disinfecting to prevent COVID-19.](#)

- If products on [EPA List N: Disinfectants for Coronavirus \(COVID-19\)](#) are not available, bleach solutions can be used if appropriate for the surface and will be effective against coronaviruses when properly diluted.
  - Most household bleach contains 5%–9% sodium hypochlorite. Do not use a bleach product if the percentage is not in this range or is not specified, such as some types of laundry bleach or splash-less bleach as these are not appropriate for disinfection.
  - **Follow the directions on the bleach bottle for preparing a diluted bleach solution.** If your bottle does not have directions, you can make a bleach solution for disinfecting by mixing:
    - 5 tablespoons (1/3 cup) of bleach per gallon of room temperature water OR
    - 4 teaspoons of bleach per quart of room temperature water
  - Follow the manufacturer's application instructions for the surface. If instructions are not available, leave the diluted bleach solution on the surface for at least 1 minute before removing or wiping. This is known as the "contact time" for disinfection. The surface should remain visibly wet during the contact time.

- Ensure proper [ventilation](#) during and after application (for example, open windows).
- Never mix household bleach (or any disinfectants) with any other cleaners or disinfectants. This can cause vapors that may be very dangerous to breathe in.
- Make a new diluted bleach solution daily. Bleach solutions will not be as effective after being mixed with water for over 24 hours.

Soft (porous) surfaces

For soft (porous) surfaces such as carpet, rugs, and drapes

- **Clean the surface using soap and water** or with cleaners appropriate for use on these surfaces.
- **Launder items** (if possible) according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.

OR

- Disinfect with a household disinfectant on [EPA List N: Disinfectants for Coronavirus \(COVID-19\)external icon](#) approved for use on porous surfaces
- **[Vacuum as usual.](#)**

Electronics

For electronics, such as tablets, touch screens, keyboards, remote controls, and ATM machines

- Consider putting a **wipeable cover** on electronics, which make cleaning and disinfecting easier.
- **Follow manufacturer's instructions and recommendations** for cleaning the electronic item.
- For electronic surfaces that can be cleaned or disinfected, use a product on [EPA List N: Disinfectants for Coronavirus \(COVID-19\)external icon](#). Many of the products for electronics contain alcohol because it dries quickly.

Laundry

For clothing, towels, linens and other items that go in the laundry:

- To minimize the possibility of dispersing the virus through the air, do not shake dirty laundry.
- **Wear disposable gloves** when handling dirty laundry from a person who is sick.
- Launder items according to the manufacturer's instructions. If possible, **use the warmest appropriate water setting** and dry items completely.
- Dirty laundry from a person who is sick can be washed with other people's items.
- Clean and **disinfect clothes hampers** according to guidance above for surfaces.
- **Wash hands** after handling dirty laundry.

Cleaning and disinfecting your building or facility when someone is sick or has a COVID-19 diagnosis

- **Close off areas** used by the person who is sick.
- **Open outside doors and windows** and use fans or other [engineering controls](#) to increase air circulation in the area. **Wait 24 hours** before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect the immediate workspace used **by the person who is sick or diagnosed with COVID-19**, such as the surfaces in their office or cubicle. If common areas such as bathrooms or shared items have already been routinely cleaned and disinfected, there is no need for additional action.
- [Vacuum the space if needed](#). Use a vacuum equipped with high-efficiency particulate air (HEPA) filter and bags, if available.
- Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.
  - Wear disposable gloves to clean and disinfect. For soft (porous) surfaces such as carpeted floors or rugs, clean the surface with detergents or cleaners appropriate for use on these surfaces, according to the textile's label. After cleaning, disinfect with an appropriate disinfectant on [EPA List N: Disinfectants for Coronavirus \(COVID-19\)](#). Soft and porous materials, like carpet, are generally not as easy to disinfect as hard and non-porous surfaces. EPA has listed a limited number of products approved for disinfection for use on soft and porous materials on List N. Follow the disinfectant manufacturer's safety instructions (such as

wearing gloves and ensuring adequate [ventilation](#)), for concentration level, application method and contact time. Allow sufficient drying time if vacuum is not intended for wet surfaces.

- While vacuuming, temporarily turn off in-room, window-mounted, or on-wall recirculation HVAC to avoid contamination of the HVAC units.
- Do NOT deactivate central HVAC systems. These systems tend to provide better filtration capabilities and introduce outdoor air into the areas that they serve.
- Once area has been **appropriately disinfected**, it **can be opened for use**.
  - If **more than 7 days** since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection. This includes everyday practices that businesses and communities normally use to maintain a healthy environment.

#### Cleaning and disinfecting outdoor areas

- Outdoor areas generally only require **normal routine cleaning**.
- Spraying disinfectants in outdoor areas, such as sidewalks, roads, and groundcover, is not an efficient use of supplies and is not proven to reduce risk of COVID-19.
- High touch surfaces made of plastic or metal, such as grab bars, play structures, and railings should be cleaned routinely. The targeted use of disinfectants can be done effectively, efficiently, and safely on outdoor hard surfaces and objects frequently touched by multiple people; make sure disinfectant has thoroughly dried before allowing children to play.
- Cleaning and disinfection of wooden surfaces (wood play structures, benches, tables) or groundcovers (mulch, sand) is not recommended, as the material is difficult to clean.
- Certain outdoor areas and facilities, such as [bars and restaurants](#), may have additional requirements.

#### When cleaning

- When cleaning
  - **Regular cleaning staff** can clean and disinfect community spaces.
    - Ensure they are trained on appropriate use of cleaning and disinfection chemicals.

- **Wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.**
  - Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
  - Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.
- **Wash your hands often** with soap and water for 20 seconds.
  - Wash your hands immediately after removing gloves and after contact with a person who is sick.
- Follow normal preventive actions while at work and home, including washing hands often for at least 20 seconds and avoiding touching eyes, nose, or mouth with unwashed hands. **It is especially important to wash hands:**
  - After blowing one's nose, coughing, or sneezing.
  - Before and after touching your eyes, nose, or mouth.
  - After using the restroom.
  - Before and after entering or leaving a public place.
  - Before and after touching your mask.
  - After changing a diaper.
  - Before eating or preparing food.
  - After touching animals or pets.
  - After caring for an ill person.

**Hand sanitizer:** If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water for at least 20 seconds.

- **Always read and follow the directions on the label** to ensure safe and effective use.
- Keep hand sanitizers away from fire or flame
- For children under six years of age, hand sanitizer should be used with adult supervision
- Always store hand sanitizer out of reach of children and pets

See [FDA's Tips for Safe Sanitizer Use](#) and [CDC's Hand Sanitizer Use Considerations](#)

# From EPA: List N: Disinfectants for Coronavirus (COVID-19)

[Video: Using the List N Tool to find a disinfectant](#) **EXIT**

Field Code Changed

[Infographic: Tips on using the List N Tool to find a disinfectant](#)

[Infographic: How to use disinfectants safely and effectively - IMPORTANT, PLEASE READ](#)

[Use our advanced search option to find a product](#)

## Things to know:

- [EPA expects](#) all products on List N to kill the coronavirus SARS-CoV-2 (COVID-19) when used according to the label directions.
- To find a product, locate the EPA Reg. No. on the product label, then enter the first two sets of numbers into [the tool](#). For example, if EPA Reg. No. 12345-12 is on List N, you can buy EPA Reg. No. 12345-12-2567 and know you're getting an equivalent product. [Read our step-by-step guide](#).
- These products are for use on surfaces, not humans. Children should not use these products.
- Inclusion on List N does not constitute an endorsement by EPA. Additional disinfectants may meet the criteria for use against SARS-CoV-2 (COVID-19). EPA will update this list with additional products as needed.

## Additional Resources

- [Still have questions? See our FAQs about this list.](#)
- [My company has a product for use against SARS-CoV-2 \(COVID-19\)](#)
- [Read our Guidance for Cleaning and Disinfecting Public Spaces](#)
- [Read about disinfectant regulation and coronavirus \(COVID-19\)](#)
- [Use EPA's COVID-19 hub to find other resources](#)
- [View EPA's webinar: Proper Cleaning & Disinfecting Protocols for Learning Environments](#)

Field Code Changed

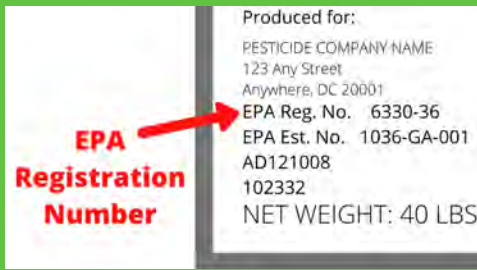


# WHICH DISINFECTANTS KILL COVID-19?

FIND OUT AT [EPA.GOV/LISTNTOOL](https://www.epa.gov/listntool)

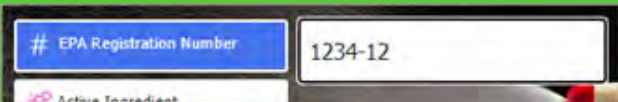
EPA expects all products on List N to kill SARS-CoV-2, the specific coronavirus that causes COVID-19

I already have a product. Does it kill SARS-CoV-2?



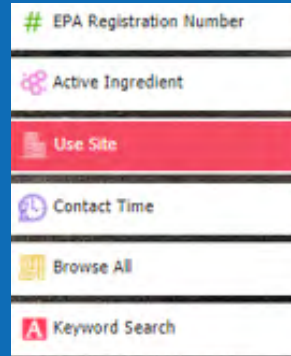
Find the EPA Registration Number on the label

Enter only the first two parts of the Registration Number



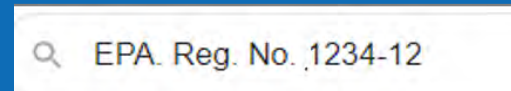
If that number is on List N, EPA expects the product to kill SARS-CoV-2 ✓

I need to find a product to kill SARS-CoV-2.



Use List N's Search Tool to browse products

Use the first two parts of the EPA registration number when searching for products to purchase



If you need a more advanced search, choose "Export to CSV." Use Excel, Sheets, or Numbers to filter ✓

# WHY FOCUS ON THE FIRST TWO PARTS OF THE EPA REG. NO.?

EPA registration numbers have two or three parts:

Who registered this product with EPA?

1234

Which product is it?

12

Who is distributing the product?

1

The first two parts of the registration number identify the product

## WHAT IF THE COMPANY AND PRODUCT NAMES DON'T MATCH?

Disinfectants can be marketed and sold under different product and brand names.

When using List N, use the first two parts of the EPA registration number - not the product name - to identify products

If the first two parts of the EPA Reg. No. match, the products have the same chemical composition and efficacy

**INSIDE**  
Same formulation and efficiency

**OUTSIDE**  
Different brand and product names



Disinfectant A

EPA. Reg. No. 1234-12-1



Disinfectant B

EPA. Reg. No. 1234-12-2



Disinfectant C

EPA. Reg. No. 1234-12-3



Disinfectant D

EPA. Reg. No. 1234-12-4



## WHY ARE THERE OTHER PATHOGENS ON LIST N?

I ONLY NEED TO KILL THE CORONAVIRUS SARS-COV-2 (COVID-19).

To kill SARS-CoV-2 (COVID-19), follow disinfection directions for the following virus(es)

Poliovirus

Norovirus

Canine parvovirus;

**If a product is on List N, you can use it against SARS-CoV-2...**

Regardless of whether this column lists poliovirus, norovirus, or some other pathogen.

**Disinfectants may have different directions for different pathogens**

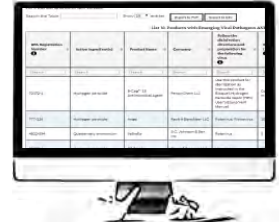
To kill SARS-CoV-2, follow the directions on the product's label for killing the pathogen specified on List N

# 6 Steps for Safe & Effective Disinfectant Use



## Step 1: Check that your product is EPA-approved

Find the EPA registration number on the product. Then, check to see if it is on EPA's list of approved disinfectants at: [epa.gov/listn](https://www.epa.gov/listn)



## Step 2: Read the directions

Follow the product's directions. Check "use sites" and "surface types" to see where you can use the product. Read the "precautionary statements."

## Step 3: Pre-clean the surface

Make sure to wash the surface with soap and water if the directions mention pre-cleaning or if the surface is visibly dirty.



## Step 4: Follow the contact time

You can find the contact time in the directions. The surface should remain wet the whole time to ensure the product is effective.

## Step 5: Wear gloves and wash your hands

For disposable gloves, discard them after each cleaning. For reusable gloves, dedicate a pair to disinfecting COVID-19. Wash your hands after removing the gloves.



## Step 6: Lock it up

Keep lids tightly closed and store out of reach of children.

# Rainbow School

## Daily Screening for COVID-19

Each day when you bring your child to Rainbow School through the playground to enter, we ask that you cooperate with the following procedure. We want everyone to stay safe and healthy.

1--Have your child go to the portable sink and wash their hands for 20 seconds. The water supply is limited, so please turn off flow when not directly using water.

2--Maintain a distance between your family and other families of 6 feet until your child is checked in.

3--Step to the check in desk where a teacher will greet you and your child, and do a quick visual health check, then ask a series of questions as below.

4--Has the child displayed any of the following symptoms in the last few days?

Fever or Chills

Cough

Shortness of Breath or difficulty breathing

Fatigue

Muscle or Body Aches

Diarrhea

Headache

New loss of taste or smell

Sore throat

Congestion or Runny nose

Nausea or vomiting

5—Teacher will take child's temperature with no touch meter. Temperature 100.4 or above will not be permitted to stay at school. Has the child taken any medication for fever in the last 24 hours?

6—Has the child or anyone in the household been feeling the above symptoms?

7—Has the child been in close contact with anyone who has had a COVID 19 positive test, but is not symptomatic. **This is an exposure, and the child must isolate for 10 days. Contact is considered 15 minutes or more, cumulative within 6 feet of the affected person.**

7—Has the child been in close contact with anyone who has COVID 19 illness symptoms? **This is an exposure, and the child must isolate for 10 days. Contact is considered 15 minutes or more, cumulative within 6 feet of the affected person.**

8—Have you provided care to someone at home who is sick with COVID? Has the child had physical contact with the sick person, kissed or hugged them? Has the child shared eating or drinking utensils with the sick person? Has the sick person sneezed, coughed, or somehow gotten respiratory droplets on your child?

9—If none of the items above apply, your child may take their lunch and other belongings to their cubby in the hall, and proceed with their day at Rainbow. Parent or guardian is asked to sign in the child and leave the campus through the playground, and not to enter the building.

**Thank you for cooperating with all our efforts to curtail the spread of the virus, and keep our children and staff safely in school.**

# 2021 Statement of Understanding and Agreement between Mendocino Presbyterian Church and

(Name of Parents)\_\_\_\_\_ for (Child name)\_\_\_\_\_

Rainbow School will be open for the children of those parents who read, agree, and sign the following:

*Mendocino Presbyterian Church is disclaiming any responsibility of cause, by intention or neglect, knowing or unknowing, of spread of any illness, particularly of COVID illness, which your child, you, or any family member may incur. It is by your own choice and responsibility, and full knowledge of the risks, that you have your child attend.*

- 1) The county has NOT reached the “herd immunity” level of 75 to 80 percent vaccinated people.
- 2) As you are choosing to enroll your child, please understand that your child will be at complete public risk of exposure, having up to 12 children in the class, and three teachers.
- 3) The school cannot require the families and teachers, and their surrounding social sets to be restricted on behalf of any child, though we SUGGEST that every family be respectful of every other family, and to keep outside contacts, out of county contacts, extended social contacts to a minimum, knowing each contact increases likely exposure to COVID viruses.
- 4) Mendocino Presbyterian Church supports the right to privacy regarding health choices, and is in compliance with the laws and regulations regarding vaccine health choices. While we heartily encourage all church staff to obtain immunization for COVID, the school cannot require its staff persons to be immunized against COVID, as this is a violation of personal health choice and information sharing at this time. Therefore, be aware that the teachers may or may not be vaccinated against any illness, including COVID, nor can you ask them personal questions about their status.
- 5) All participants, children as well as adults, at Rainbow will be required to wear masks at all times, except while eating snack, as it is determined that mask wearing has been a viable means to lessen the chance of COVID viral spread. Parents will provide at least two, well-fitting child’s masks, one worn each day, one for back up in child’s cubby. Ask for a guidelines statement for acceptable masks if needed.
- 6) Parents or guardians will be able to drop their child at the playground door, sign in, wait while child is screened, and then leave. We cannot allow parents or visitors time in the class or outside at this time. As per Health Dept requirements, you will be asked standard questions about the current symptoms of your child, family members, and any possible contact with COVID, etc. Please help us by cooperating with your best information.
- 7) Rainbow School has written policy guidelines regarding COVID, and has added these to the former policies. These include facility cleaning, how and when to handle standards for attendance, exposures to COVID, when and if the school needs to close due to COVID, and when and how it will re-open. These were written in compliance to CDC and State Health Department guidelines. You are welcome to request the manual in the office from your child’s teacher if you want to read all our new policies and procedures. **There are also new paperwork requirements from parents, which you will receive at enrollment.**

- 8) All possible means of cleaning as we go each day will be implemented. We will be following CDC guidelines, and you may request our complete statement. Hand washing will be often and regular. Bathrooms disinfected by a teacher after each use. Room and equipment cleaned daily.
- 9) Because the possibility that one child could cause the closure of the school, we ask that you agree to have your child tested for COVID promptly if symptoms appear, or if your child has been exposed to COVID. Let the school know that it has been done, and what the result is. This way we can avoid unnecessary closure.

Regarding Contract and Payments of Tuition:

- 1) Parents/guardians will contract for either three or four days per week, same days each week. There are no refunds or substitutions for days absent. Holidays are not included in contract.
- 2) Tuition Payment is based on \$36 per day session 9 am to 1 p.m. Hours after 1 p.m. may be added by a per hour fee of \$9. Afternoon hours must be contracted in advance.
- 3) You will be invoiced for the month, by the first of the month. **PAYMENT FOR THE WHOLE MONTH MUST BE COMPLETED BEFORE** the child is allowed to attend. Please plan accordingly.
- 4) All required forms and paperwork must be completed before child attends the first day. This includes the Doctor's permission form, so please plan a visit to your doctor in advance.
- 5) In the event that we experience a COVID outbreak among any family members, we will disclose this to parents within 24 hrs. In the event that a child becomes ill with COVID, it may be the determination that the school will close down for the required period of time (7 days). Your tuition will be refunded accordingly. Please bear in mind that this is a real possibility, and alternate plans for your child should be considered ahead.

In these unprecedented times, we look forward to a successful beginning to our new system for Rainbow. We plan to stay open all summer, provided there is need and desire. We are trying to "make up" the months you and your child were at home during the pandemic. In the fall, we will re-evaluate how the school is working, and hopefully, we can get back to full enrollment, with several classes as before. This new contract plan is possibly temporary, and will be evaluated in the fall.

**Your signature as parent/guardian, and responsible for tuition payment:**

I agree to the current (COVID) conditions for enrollment, in addition to the regular Parent Handbook, I will participate with cooperation, and communicate any appropriate information regarding the morning symptom screening each day, and/or test results.

Name \_\_\_\_\_ Date \_\_\_\_\_

# Rainbow School PRESCHOOL CONTRACT 2021 Special Session

Social Service State License # 230102349

I consent to enroll my child, \_\_\_\_\_ in Rainbow School's  
Preschool Class beginning on \_\_\_\_\_ and ending on August 6, 2021.

**I will contract for my child to attend the morning program, 9:00a.m. to 1:00p.m.** Monthly tuition based on \$36 per day, on the following Days: (Minimum 3 days/week, max 4 days/wk)

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**OPTIONAL: I will contract for my child to attend additional afternoon hours,** at the rate of \$9 per hour, on the following days:

---

**Registration fee:** I will pay the \$25 registration fee for the Special Session.

**Parent Participation fee:** We will not be charging this fee for this special session. We normally would encourage and welcome parents to do a few hours of work each year (or pay \$ in lieu of) to help us with keeping our campus beautiful and safe, but because of the COVID 19 special circumstances we cannot allow parents to be present at the school.

**Lunch and Snack:** I will provide a healthy morning snack and lunch each day and afternoon snack if my child stays for afternoon hours.

**Masks:** I will provide my child with an appropriate, clean mask (see recommendations) to wear each day, and at least one extra to keep in his/her cubby.

**Sign in and Pick Up Procedures:** I will make every effort to cooperate with the new Sign in procedures (as outlined elsewhere), and I will provide a phone number and name of an approved person to call in case of my child getting ill at school and try to keep those approved consistent.

**Tuition Payments:** I will pay tuition invoice promptly. It is IMPERATIVE that tuition is received immediately upon receipt of your invoice. Your child will be excluded from attending school if we have not received payment by the first of each month. We will be giving you your monthly invoice the last days of the month, and your invoice is payable by the first of the month. This special program is based on a minimum of children, a high teacher/child ratio, and more costs for extra cleaning procedures daily. We are trying to keep the cost as low as possible, but in order to keep the program open, we MUST COUNT on your commitment to fully pay ahead. We cannot tolerate late payments. Your first month will be payable BEFORE your child starts school, so please plan accordingly so no one will be disappointed.

You will receive a bill for each month, based on \$36 per day, counting all the school days in the month for which your child is contracted. Therefore, each month will be approximately the same, though not exactly. There is no refund for absences, or family vacations. If, in the event we have to close because of COVID19 exposure or illness, we will refund tuition accordingly. See conditions for closure elsewhere.

**Duration of Contract:** This is a special session of Rainbow School. We can only stay open if we have enough children enrolled, and therefore, enough tuition. Please think carefully about your commitment to the entire session, May through August 6, as this will not coincide with the K-8 school. We ask that you be honest and open up front about attendance throughout the summer. If a few children withdraw, it may mean we cannot continue the program at all, so please commit carefully.

**Rainbow School Family Handbook:** I will read the handbook, which contains the regular policies and procedures, and I will read the new protocols for this Special Session. I will comply.

**NEW: Statement of Understanding and Agreement** between Mendocino Presbyterian Church and Parent or Guardian. This is a new form which must be signed to enroll your child.

Bear in mind a few inconveniences in the new procedures. We are required to follow certain protocols and rules by the State, the County, the Health, the Social Services Departments, for licensing. We have a Comprehensive Plan binder in the office that you are welcome to browse (just ask), full of information, regulations, and requirements, if you are interested in details. We will be handing you the extra information sheets with your registration packet.

We all want Rainbow to re-open and be successful. It is only through everyone's cooperation that we will be able to offer our wonderful program and see our community's children joyfully engaged again.

Child's name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Print Parent Name: \_\_\_\_\_

Parent Address: \_\_\_\_\_

Phone: \_\_\_\_\_



## Dear Parents,

This has been a year like no other! We have heard from YOU, and we are pleased to announce that Rainbow School will re-open. We realize how much you and your children have missed them being able to play and explore together, to learn and to practice all the social skills we hope to develop in a group of peers. We miss the wonderful relationships we see between teachers, children, and parents.

The plan is to open May 1 2021 and continue on a monthly basis through summer. Then we will re-evaluate for fall. You will see changes in our procedures, that are requirements for the school brought to us by the oversight bodies of our country, state, licensing folks, and common sense. COVID has changed the way we must do business, at least for the next few months.

If you are interested in enrolling your child, here is a rundown of some new conditions you should note.

There is a new MANUAL in the office, for your perusal, if you want to read specific details of our plan. Just ask a teacher, or the Director to borrow it. Some of the documents in our manual will be given to you as you register your child.

The school will be performing extensive extra cleaning and disinfecting each day. Our dear teachers are being trained on how to do this new work, and are adding it to their daily schedule. We are trying to keep the tuition low, however, you should understand that this amount of cleaning does take up more teacher hours, costing the school more.

There is a new drop-off and pick-up procedure. Plan to come between 8:55 and 9:05 sharp and enter through the playground. First, your child should wash their hands for 20 seconds at the far door (our water supply is limited, so please turn off faucets while scrubbing, use water only to wet and rinse). Next, the teacher will “screen” your child at the blue door. Please check your child at home for any sign of illness before you arrive at school. Then the teacher will also check their temperature, ask you several questions about the health of your child and any exposure to COVID they might have had. The list of questions is on a separate page given to you at registration, and will be the same each day. If all is well, your child may then take their snack and lunch through the classroom to their cubby, and proceed with their day at Rainbow. You will be asked to sign your child in, and leave a phone number DAILY where someone AUTHORIZED can be contacted in case you child becomes sick at school, and must be sent home asap. Please update your AUTHORIZED PERSONS pick up list on your registration forms.

It is imperative that you recognize the possibility of school exposure and the possibility that Rainbow MAY have to close for 10 days if we have a direct exposure to COVID. If that happens, you will be reimbursed for tuition during that time. If there is a secondary connection to COVID, you will be informed and it will be your choice to isolate your child from school or not. Please read over the sheet we provide “Emergency Closure of Rainbow” explaining what an “exposure” is, and how the closure works. Note that in order for our small “cohort” to stay operating, we must insist that you are willing to have your child tested for COVID if an exposure occurs, as it affects the rest of the class’ ability to attend school.

Please be sure to provide a healthy snack or two (if they stay for afternoon hours we do a second snack), and a lunch each day. Teachers must avoid helping the child open containers as much as possible to discourage sharing germs, so please have packaging easy to open. Weather permitting, we will be doing most activities, including eating, outside where the air is moving. Indoors, children will be spaced 3 feet apart at eating times.

MASKS are required of all people at Rainbow. Children need to have at least two masks at school, one they are wearing, and one spare for their cubby, kept clean in a sealed baggie. The school will have a supply of children's size masks in case of unexpected need, but we ask that you provide your child with masks he/she is comfortable wearing. We have included helpful guidelines for you in registration packet.

Please know that the physical changes we are making are required at this time in California. The future may bring more changes, hopefully to ease up on requirements.

In order for our school to succeed, we need to PLAN on your honest intent to enroll your child for the entire special summer session. We need to have a minimum of tuition from enrollment to be able to maintain our staff of three teachers/directors. If some parents decide to leave for a month or (?) then our income is not stable, and our ability to meet payroll is not stable. Please think carefully about your plans for the next four months before enrolling. It is very time consuming and difficult for our director to manipulate individual schedules that are constantly changing.

You can choose between a three day program or a four day program weekly. The contract will be paid by the month, and you can opt to add afternoon hours on any day you choose. We ask that you plan those extra days/hours, and we will add them to your monthly contract. The contract cannot be changed during the month, and is payable in full on the first school day of each month. The director will provide you with an invoice a few days before month's end, with your adjusted amount due for the following month. We will count all your school days in a month, and charge \$36 per day for 9am. to 1pm. Afternoon hours are contracted at \$9 per hour. No credit for absences, unless the school has to close for COVID exposure. No late payment can be allowed, and your child can be excluded from attending if your invoice is not paid by the first school day of the month. This is new, because we are working on an extremely tight budget for this session.

IT IS VERY IMPORTANT THAT YOU READ AND SIGN YOUR "STATEMENT OF UNDERSTANDING BETWEEN PARENTS AND MENDOCINO PRESBYTERIAN CHURCH" AND YOUR "CONTRACT FOR DAYS/HOURS" FOR YOUR CHILD. They contain some important information about COVID, liability, testing, closure, etc.

We look forward to a successful Special Session with your family!! Feel free to contact Rainbow at 937-4913 with any questions you have.

The Board of Rainbow School

# Rainbow School

## Daily Screening for COVID-19

Each day when you bring your child to Rainbow School through the playground to enter, we ask that you cooperate with the following procedure. We want everyone to stay safe and healthy.

1--Have your child go to the portable sink and wash their hands for 20 seconds. The water supply is limited, so please turn off flow when not directly using water.

2--Maintain a distance between your family and other families of 6 feet until your child is checked in.

3--Step to the check in desk where a teacher will greet you and your child, and do a quick visual health check, then ask a series of questions as below.

4--Has the child displayed any of the following symptoms in the last few days?

Fever or Chills

Cough

Shortness of Breath or difficulty breathing

Fatigue

Muscle or Body Aches

Diarrhea

Headache

New loss of taste or smell

Sore throat

Congestion or Runny nose

Nausea or vomiting

5—Teacher will take child's temperature with no touch meter. Temperature 100.4 or above will not be permitted to stay at school. Has the child taken any medication for fever in the last 24 hours?

6—Has the child or anyone in the household been feeling the above symptoms?

7—Has the child been in close contact with anyone who has had a COVID 19 positive test, but is not symptomatic. **This is an exposure, and the child must isolate for 10 days. Contact is considered 15 minutes or more, cumulative within 6 feet of the affected person.**

7—Has the child been in close contact with anyone who has COVID 19 illness symptoms? **This is an exposure, and the child must isolate for 10 days. Contact is considered 15 minutes or more, cumulative within 6 feet of the affected person.**

8—Have you provided care to someone at home who is sick with COVID? Has the child had physical contact with the sick person, kissed or hugged them? Has the child shared eating or drinking utensils with the sick person? Has the sick person sneezed, coughed, or somehow gotten respiratory droplets on your child?

9—If none of the items above apply, your child may take their lunch and other belongings to their cubby in the hall, and proceed with their day at Rainbow. Parent or guardian is asked to sign in the child and leave the campus through the playground, and not to enter the building.

**Thank you for cooperating with all our efforts to curtail the spread of the virus, and keep our children and staff safely in school.**

## Emergency Closure of Rainbow Protocol 4-7-21

According to plan, each day Rainbow School is open to children, parents must bring their child to playground entry door for check-in. At that place and time, a teacher will screen the child: look at overall health, look for illness symptoms, and take temperature. Teacher will ask a series of questions of the parent. This will include whether any family members have any symptoms, or if child has had contact with anyone with symptoms of COVID.

Parent will stay only long enough to assess the health of child and family, then leave. Sign in sheet will include a phone number to call at any time during the day in case child becomes ill.

If a child displays symptoms of illness during the day, teacher will immediately remove the child to a separate room, and a teacher will monitor the child. Teacher will immediately call parent or guardian (whose number appears on sign-in sheet) to pick up child. School requires a covid test be performed by parent's provider, if symptoms indicate COVID possibility. School requests the results of this test asap.

While waiting for test results, all parents will be notified that their child may have been exposed to a child that is showing symptoms of possible covid. Regular daily disinfecting procedures will follow, but school continues to be open.

If the child is ill, but not with Covid, and tests negative, the child can return to school when he is feeling better and has no fever for 24 hours. The rest of the children continue to attend school.

When a child is tested and is positive for covid, we will consider this an outbreak. All parents will be notified that their child has been exposed to a symptomatic covid case at school (or a positive test result), and the school must close asap. The school must remain closed for 10 days. During this time, complete disinfection procedures will be done. Tuition will be reimbursed accordingly. Parents will be strongly encouraged to isolate their child for 10 days. The affected child will remain away for at least 10 days, or until symptoms have subsided, and the child has not had a fever (without fever medication) for 24 hours.

Rainbow will reopen after 10 days.

If a parent presents a report that an immediate family member or person in their social set has been diagnosed with COVID, or has a positive test result, and the child has spent longer than 15 minutes, cumulative, within 6 feet of the COVID patient, this constitutes an "exposure." The "exposed" child must be isolated for 10 days, and not attend school. COVID testing is required. The school will notify all parents within 24 hours that their child has possibly been exposed by way of another child who had been exposed outside the class. School remains open. Attendance will be a parent choice, no refunds given.

If the "exposed" child tests positive, then the rest of the class and teachers will isolate, parents are notified that their child HAS been exposed to a COVID positive child, school closes for 10 days.

Because Rainbow is only one "cohort," if one child gets COVID, showing with a positive test, with or without symptoms, the entire school must close for 10 days. We will encourage parents to honestly report exposures, and to do their best to have few social contacts for their children outside of school.

These rules are set by the County Health Department. They may be updated as time goes on.



## **What You Need to Know About COVID-19**

For the very latest information about COVID-19, please check the CDC website, and/or

the Mendocino County Health Department Website, and/or

you can call the **Mendocino County Call Center** at (707) 234-6052 (they will answer questions from the public)

These all have extensive information about COVID19. **Briefly:**

- COVID-19 is a virus that causes respiratory illness. Symptoms most commonly include fever with cough or shortness of breath. Some people have few or no symptoms.
- The virus is spread through droplets (coughs and sneezes). After exposure, symptoms of COVID-19 may appear in as few as two days, or as long as 14days.
- Most people with this infection will recover on their own.
- People most at risk are those older than 60 years and medically compromised (e.g. those with heart disease, lung disease, diabetes, and other immunocompromised people).

## **How to Prevent the Spread of COVID-19 in Schools:**

- Keep children at home when they are sick. Those who develop a fever at school should go home and stay home until they are fever-free for at least 24 hours without the aid of fever-reducing medication.
- School will isolate sick children and staff from others until they can go home.
- Facemasks should be worn by all.
- Teach hand hygiene to children, and this will be done at school also. Wash hands often, for 20 seconds, with soap and water. Hand sanitizer should be available if soap and water is not.
- Avoid touching face, eyes, mouth as much as possible.
- Teach your child proper cough and sneeze etiquette: cough or sneeze into a tissue (sleeve or arm if no tissue available), but not into your hand.
- Clean and disinfect frequently touched objects and surfaces using household cleaning spray or wipe as instructed.

## Evidence Summary: TK-6 Schools and COVID-19 Transmission

### Why Children Get COVID-19 Less Frequently and Have Less Severe Disease

In epidemiological studies globally and nationally, the evidence suggests that children seem to get COVID-19 less frequently than adults. Originally it was thought that they might be less frequently diagnosed due to less testing because children are more often asymptomatic or have less severe symptoms. However, population-wide studies in Iceland and Spain using antibody tests that assess prior infection at any time find that children have lower rates of infection compared to adults.

There are two general explanations for why children get COVID-19 less frequently and have less severe disease compared to adults. The first is that they produce fewer ACE-2 receptors. Essentially, ACE-2 receptors are the doorway into human cells for SARS-CoV-2, the virus that causes COVID-19. A study from May 2020 showed that elementary students produce fewer ACE-2 receptors than middle and high school-aged students, who produce fewer receptors than receptors adults. Consequently, children have fewer doorways into the body for the virus, which leads to fewer infections and less severe infections for those who catch the virus.

The other explanation is that, because children's immune systems are used to fighting off common colds, they are better primed to fight off COVID-19. Other viruses in the same family (coronaviruses) as the SARS-CoV-2 virus cause the common cold. Since they are in the same family of virus, some parts of the virus, including something called the S2 spike, are very similar. There is a study of children from 2011-2018 (before SARS-CoV-2 appeared) that shows that more children (ages 1-16) had antibodies against the S2 spike than young adults (17-25), likely because they have coughs and colds from other coronaviruses more often than adults. It is likely a combination of these two phenomena—ACE-2 receptor production and pre-existing antibodies to other coronaviruses—that explain why children get disease less frequently and less severely.

### Children with COVID-19 Most Often Get It from a Household Contact

When children do get COVID-19, the predominant pattern of transmission is to get the infection from an adult household contact (someone the child lives with at home who has COVID-19). High rates of household infection from adults to children have been seen in studies from Chicago, India, Greece, Australia, Switzerland, South Korea, and China. This has been seen even in settings where schools were open. For instance, a study of 10 early childhood centers and 15 schools (>6,000 people) found low rates in the schools overall (1.2%) and >90% of cases were from the community, not from in-school transmission.

## Transmission Among or from Students Is Uncommon

A recent study in the Morbidity and Mortality Weekly Report (MMWR) from the Centers for Disease Control and Prevention (CDC) found that for students, going to schools was not associated with having a positive COVID-19 test, but that social gatherings were—including weddings, parties, and playdates. This likely reflects that the more controlled school environment leads to a low risk of transmission. It may also be that families who were going to these types of higher-risk social gatherings may have had other higher risk behavior such as decreased mask use.

The study from Australia mentioned above investigated each of the cases where there was COVID-19 transmission in school. It found that, of children who tested positive—a low number relative to the total number of students—only 0.3% had had contact with another child who was positive (child-to-child transmission). Child-to-adult transmission occurred only 1% of the time. In contrast, adult-to-child transmission occurred 1.5% of the time, and adult-to-adult transmission was 4.4%, almost 15 times higher than child-to-child transmission. This was in the context of masks not being encouraged at the time in Australia, though small groups and physical distancing recommendations were in place. The higher risk of adults transmitting to others compared to children transmitting to others is likely due to adults getting COVID-19 more often than children and youth, and adults having worse symptoms, including a cough, which makes it easier to transmit the virus.

These data suggest that adult-to-adult transmission is the most likely scenario for in-school transmission. This indicates that we have more control over in-school transmission, since adults are more likely to be able to adhere to policies for mitigation strategies such as masking and physical distancing. To achieve low in-school transmission, school communities will need to remain



focused on both ensuring places like teacher/staff break rooms are well-controlled as well as effectively implementing the core mitigation strategies for staff as well as for students.

## Core Mitigation Strategies

The successful approach to preventing transmission in schools leverages layers of safety strategies. Core strategies include: masks; physical distancing; small, stable groups; hand hygiene; ventilation; screening for symptoms or close contact; and asymptomatic testing. Each layer provides additional protection and, when used together, have been associated with low or zero transmission, even in communities with high COVID-19 prevalence (paper in-press at Pediatrics). A modeling study examined the efficacy of different mitigation strategies to prevent in-school COVID-19 transmission. The study compared the efficacy of masking, monthly and weekly testing of teachers and students, and stable groups of students and staff, examining each strategy alone and then examining combinations of strategies. The authors looked at how much each strategy could decrease the proportion of symptomatic infections for teachers in high schools, middle schools and elementary schools, for students, and for household members of students or teachers. They found that masking alone and stable cohorts alone were more effective than even weekly testing of students and teachers. This illustrates again the importance of masks and stable cohorts.

## In Summary:

Though the evidence continues to evolve, we know more now than we did in July regarding how to prevent transmission in schools. We have learned from examples of what works and what does not work. Core mitigation strategies are necessary for safe and successful schooling. If those mitigation strategies are implemented as several layers of safety, elementary schools can be safe workplaces for teachers and other staff and safe learning environments for children.

## Addendum

# Getting it right: Core Mitigation Strategies Reduce In-school Transmission to Much Lower Rates than Community Transmission

Two recent studies, one from North Carolina and the other from Wisconsin, illustrate that key mitigation strategies can substantially prevent in-school transmission. The [North Carolina](#) (PDF) study included 90,000 students and 10,000 teachers with community daily case rates as high as 29/100,000 population per day. The study engaged 11 school districts to focus on the "3 Ws" (wear your mask, wait 6 feet, wash your hands), including elementary, middle, and high schools. There were 773 cases in students or staff attending schools, but only 32 in-school transmissions, with zero student-to-teacher transmissions. The study authors report that if in-school transmission was similar to the transmission rate in the community, there would have been an estimated 900 in-school transmissions. The three outbreaks (defined as 5 or more cases) in the ABC schools were associated with lack of masking in pre-Kindergarten and in special needs classes during meal times. Increased mitigation strategies were put into place to address these outbreaks and prevent additional transmission.

A study of schools in [Wisconsin](#) had similar findings to the North Carolina study. Seventeen K-12 rural schools participated from August 31-November 29, including 4,800 students and 650 staff. These schools emphasized adherence to masking, stable groups of 11-20 students, and staff maintaining 6 feet distance, if possible. During 13 weeks of in-person learning, there were seven in-school transmissions in students and zero in staff. Community rates were high, with test positivity ranging from 7-40%. Masking compliance within the schools was high, ranging from 92-97% and there were no differences in masking by age, suggesting that younger students can adhere to masking comparably to older students.

The implication from these two recent studies is that with mitigation layers in place (masking, physical distancing, stable groups, hand hygiene), in-school transmission can be minimized. Schools can achieve much lower transmission rates than the community through the use of these mitigation strategies, likely because teachers and staff are good at creating routines and structures for students, and students are able to participate in the mitigation layers in the school setting.

# Guidance for Face Coverings CA DEPT OF PUBLIC HEALTH

**Note: The following guidance supersedes face coverings guidance released on June 18, 2020. This updated guidance mandates that a face covering is required at all times when outside of the home, with some exceptions.**

## Background

The risk for COVID-19 exposure and infection remains and will continue to be in our midst for the foreseeable next several months. Since the start of the pandemic, we have learned a lot about COVID-19 transmission, most notably that there are a large proportion of people who are infected but are asymptomatic or pre-symptomatic, and they play an important part in community spread. The use of face coverings by everyone can limit the release of infected droplets when talking, coughing, sneezing, singing, exercising, shouting, or other forms of increased respiration, and they can also reinforce physical distancing by signaling the need to remain apart. In addition, [increasing evidence also demonstrates a cloth face covering or mask also offers some protection to the wearer](#), too.

## What is a cloth face covering?

A cloth face covering is a material that covers the nose and mouth. It can be secured to the head with ties or straps or simply wrapped around the lower face. It can be made of a variety of materials, such as cotton, silk, or linen. A cloth face covering may be factory-made or sewn by hand or can be improvised from household items such as scarfs, T-shirts, sweatshirts, or towels.

## How should I choose and wear a cloth face covering?

You should select a face covering that covers your nose and mouth, goes under the chin, and does not have significant gaps around the nose or other parts of the face. Look for face coverings that have three layers, if possible, and are still easy to breathe through. Be sure that the ear loops or ties are tight enough to keep the face covering from sliding down the nose. Always wear your face covering over your nose and mouth, not under your nose or under your chin.

## How well do cloth face coverings work to prevent spread of COVID-19?

There is increasing scientific evidence demonstrating that use of face masks or cloth face coverings by the public during this COVID-19 pandemic helps reduce disease transmission. Their primary role is to reduce the release of infectious particles into the air when someone speaks, coughs, or sneezes, including someone who has COVID-19 but feels well, as well as reduce exposure for the wearer. Cloth face coverings are not a

substitute for physical distancing, washing hands, and staying home when ill or under quarantine, but they are additive when combined with these primary interventions.

## How should I care for a cloth face covering?

It's a good idea to wash your cloth face covering frequently, ideally after each use, or at least daily. Have a bag or bin to keep cloth face coverings in until they can be laundered with detergent and hot water and dried on a hot cycle. If you must re-wear your cloth face covering before washing, wash your hands immediately after putting it back on and avoid touching your face. Discard cloth face coverings that:

- No longer cover the nose and mouth
- Have stretched out or damaged ties or straps
- Cannot stay on the face
- Have holes or tears in the fabric

For additional information and resources regarding masks and face coverings, including types of recommended and not recommended masks, see the [CDC Face Coverings Website](#).

California Department of Public Health  
PO Box, 997377, MS 0500, Sacramento, CA 95899-7377

Department Website ([cdph.ca.gov](http://cdph.ca.gov))

From Federal CDC:

Cloth masks

### **More effective fabrics for cloth masks are**

- Tightly woven fabrics, such as cotton and cotton blends
- Breathable
- Two or three fabric layers

### **Less effective fabrics for cloth masks are**

- Loosely woven fabrics, such as loose knit fabrics
- Single layer

CDC is currently studying the effectiveness of various cloth mask materials. Refer to our [Scientific Brief: Community Use of Cloth Masks to Control the Spread of SARS-CoV-2 | CDC for more information](#).