



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

F.M. Kirby Children's Center of the Madison Area YMCA

Child or Staff Member Becomes Ill While at Kirby

Because of the COVID-19 crisis it is extremely important to have a plan in place should a child or staff member become ill during the day. Therefore, Kirby has adopted the following plan per NJDCF and CDC recommendations.

1. If a **child** develops symptoms of COVID-19 while at the facility (e.g. fever of 100.4 or higher, cough, shortness of breath), they will immediately be brought to the isolation room with a caregiver.
2. A parent or authorized pick up will be notified immediately that they must pick up the child.
3. While the caregiver is in the isolation room with the child, he or she will:
 - Assist the child in putting on a face mask (if the child is over 2 and is agreeable.)
 - Wear a mask and gloves and oversized shirt if available.
 - Maintain a 6-foot distance from the child as much as possible while meeting the child's needs.
 - Encourage the child to sit or lay on the matt provided.
 - Keep the windows in the isolation room open.
4. A **staff** member who becomes ill will be sent home immediately. If the staff member must wait for a ride, he or she will wait in the isolation room.
5. After a sick child or staff member has been isolated in our facility and has gone home, the caregiver or other staff member will clean and disinfect the isolation room per the "cleaning and disinfecting" policy.
6. If COVID-19 is confirmed in a child or staff member Kirby will:
 - Contact the Madison Health Department and follow instructions given.
 - Close off areas used by the person who is sick.
 - Open outside doors and windows to increase air circulation in the areas.
 - Wait up to 24 hours or as long as possible before cleaning and disinfecting 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.
7. Per the CDC's recommendation, The F.M. Kirby Children's Center will follow all guidelines from the Madison Health Department as to what is advised for cleaning and /or potentially closing the center if a staff member or child is diagnosed with COVID.