



Health Officer Directive No. 2020-14c (Exhibit B)
Health and Safety Plan (issued 8/5/2020)

Each Childcare Program must complete, post onsite, and follow this Health and Safety Plan.

Check off all items below that apply and list other required information.

Business/Entity name:

Contact:

Entity Address:

Email / phone:

(You may contact the person listed above with any questions or comments about this plan.)

- Business is familiar with and complies with all requirements set forth in Health Officer Directive No. 2020-14c, available at <http://www.sfdph.com/directives>.
- Designate a COVID-19 staff liaison. *Liaison name:*
- Everyone who enters the facility is screened for COVID-19 symptoms or exposure.
- Parents are informed to keep children home when ill.
- Sick leave policies support personnel to stay home when ill.
- Limiting non-essential visitors, including volunteers.
- Cohort size is limited to 12 children or the maximum number of children allowed by the childcare’s license, whichever is lower.
- Staff is assigned to one cohort and works solely with that cohort.
- Interaction between cohorts is minimized to the greatest extent feasible.
- Each cohort is in a separate room or space or a solid non permeable, cleanable partitions extending from the floor and at least 8 feet high separates the cohorts.
- Physical distancing between adults is maintained as much as possible.
- Physical distancing between children is encouraged as appropriate, and balanced with developmental and socio-emotional needs of the age group.
- At naptime, children’s mats or cribs are placed as far apart as possible, so that their heads are at least 6 feet apart.
- All adults and children 10 years and older wear a face covering unless eating or drinking or otherwise exempt.
- Children 2-9 years are encouraged to wear face coverings to the extent feasible during the following times:
 - During group activities or playtime when children are not physical distancing, especially indoors;
 - Where children may encounter staff and children from other cohorts; and
 - If a child becomes ill after arriving and is waiting for pick up (and is not asleep)
- Face coverings are not placed on children under 2 years old or children with documented medical or behavioral contraindications to face coverings.

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Checklist

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- Face coverings are never worn during naps.
- Hand sanitizer is kept out of reach of young children.
- Activities are done outdoors to the greatest extent possible.
- Ventilation is maximized to the greatest extent possible through opening windows (when safe to do so) and/or adjusting mechanical ventilation to maximize fresh (outdoor) air ventilation, as appropriate.
- Sharing of supplies and high-touch material is limited to the extent possible.
- Frequently touched surfaces, toys and other objects are cleaned and disinfected regularly.
- Staff contact with families at drop-off and pick-up is limited as much as possible.
- Children and staff wash their hands or use hand sanitizer on entering the facility, before naptime, and immediately before and after eating.
- No group singing, especially indoors.
- No field trips.
- Protocols have been established in the event a child or staff member has symptoms of COVID-19, has close contact with a person with COVID-19, or is diagnosed with COVID-19.

Additional Measures

Explain: