



INTERNATIONAL CHILDREN 'S CREATIVITY CENTER

COVID-19 POLICY and SAFETY MEASURES

From May 2020 pre-schools in Bulgaria are required to follow special COVID-19 policies to protect the health of children and staff and minimize the risk of COVID-19 infection. These policies will be in effect for all periods of COVID-19 emergency measures endorsed by the Bulgarian government.

ICCC's policy includes government imposed and other measures agreed by our Board of Parents.

CHILD PICK UP AND DROP OFF

1. In the morning children will be admitted at the front gate by the school nurse or other staff member, and escorted to their classroom or meeting point. Arrival is between 08.30am and 09.30am.
2. If you arrive after 09.30am you may have to wait to be admitted as we will not have designated staff at the gate.
3. If a child is upset, we ask parents to say goodbye as quickly as possible. Having a special routine at the gate helps some children separate more easily.
4. Pick up should be after 4pm from the gate. Parents/caregivers should either call the class phone number or ring the Reception bell or their Classroom bell and wait for their child to be brought out for pick up.

The drop off and pick up arrangements may change depending on the weather and the season. Parents will be notified by email about the current arrangements.

CONTACT BETWEEN CHILDREN

1. Group routines and movements are organized in a way that minimizes contact of children between age groups both indoors and outdoors, as well as during eating times.

SANITATION and HYGIENE

1. Children will be asked to wash hands with soap when entering the building, before going outside, before each meal time, after using the toilet, and at regular intervals in the day. Hand sanitizers will be available outside in the play areas, and at key points in the building such as the entry area, dining area and in each classroom.

2. All staff will wear protective masks at all times when indoors. When outdoors protective masks are used when staff are in close contact with children. We will apply strictly the government measures which may vary depending on the level of risk.
3. There will be frequent disinfection of all indoor and outdoor spaces and equipment that come in contact with children.
4. Outdoor equipment and toys will be disinfected daily.
5. Rooms and indoor spaces will be aired regularly.
6. Most carpets, cushions, and soft toys will be removed from the classrooms. Remaining toys will be cleaned with soap and water twice a day.
7. Children may be asked to bring their own pencil case with personal color pens and markers, crayons, scissors. These will stay at school for the emergency period.
8. Toys and other personal items (except for change clothes and diapers, wet wipes and pajamas for younger children) will not be allowed to school for the period of the emergency measures.
9. If a child or staff member exhibits Covid-19 like symptoms or is diagnosed with COVID-19 during school hours, all contact surfaces and areas will be thoroughly disinfected, following health authority guidelines.

HEALTH

1. Each morning children will be admitted to school after checking their general health status and temperature by the school nurse or other member of staff.
2. A child with fever above 37.3C or flu like symptoms will not be admitted to school. We will be on the alert for signs of illness such as flushed cheeks, coughing, rapid or difficulty breathing, fatigue, extreme fussiness.
3. If a child becomes unwell during school hours, we will call parents immediately to ask for the child to be picked up from school. The child will be isolated in an area specially designated for that purpose and the school nurse or a member of staff will wait with them.
4. If a member of staff becomes unwell during school hours, arrangements will be made for them to leave the school premises immediately.
5. If a child is confirmed with COVID-19 the family must notify the ICCC director immediately and stop the child from attending for the period of quarantine or longer, as necessary. The health authorities and the school community will be informed and we will implement the measures prescribed by the health authorities, or stricter measures agreed by the ICCC Board.
6. The above applies for staff members.
7. If an immediate family member of a child or staff member is confirmed with COVID-19 we expect the child or staff member to be quarantined as per the government measures.
8. If a child/staff member's immediate family member has had high-risk exposure to a person confirmed with COVID-19, ICCC director must be informed and the child/staff member may be stopped from attending until it is considered safe.