



The Ministry Education, Human
Resource Planning, Vocational
Training and National Excellence

GUIDELINES AND PROTOCOLS FOR EARLY CHILDHOOD EDUCATION

Effective September 2020



Guidelines and Protocols for Early Childhood Education

GUIDELINES FOR EARLY CHILDHOOD CENTERS

Introduction

The following guidelines relate to the operation of early childhood centres. It is important to note that specific accommodations/adaptations should be made as are deemed necessary for specific centres.

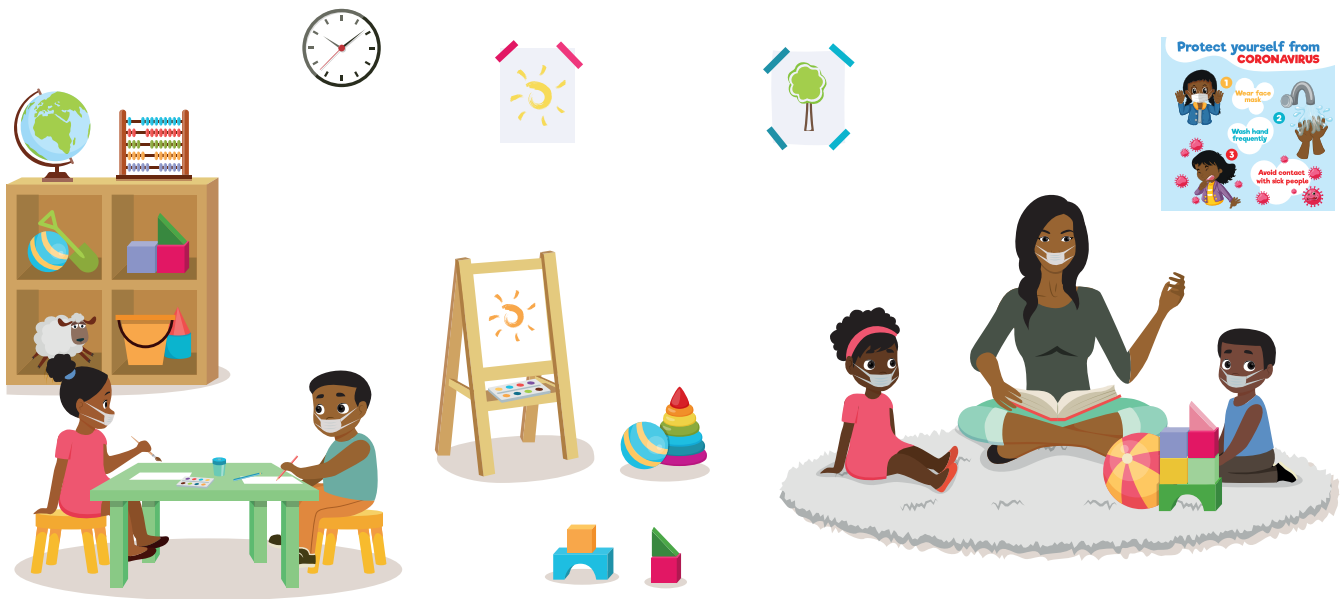
Prior to the opening of the centres, training sessions will be conducted for proprietors/lead teachers of the preschools and if possible, all members of staff. It is expected that the proprietors/lead teachers further train members of staff before the centres are opened.



GENERAL GUIDELINES

A. For preschools housed at primary schools

To facilitate proper hand hygiene, while keeping with the Standards of Early Childhood, it is recommended that where necessary, washroom facilities are built to adjoin preschools



It is expected that all preschools will conform to all protocols that are in place for the respective primary schools and to all other specific guidelines that will be given following training.

B. For the Private Preschools

Prior to opening, all staff of the preschools will be trained and all centres will be inspected.



For the Facilities

Cleaning

Management must ensure that:

1. the indoor and outdoor spaces are cleaned thoroughly before admitting children.
2. there is an adequate supply of cleaning equipment for both indoors and outdoors, for example, brooms, mops, waste bins, etc.
3. effective garbage disposal methods are practiced.



Sanitizing

Management is responsible for ensuring that:

1. centres have adequate supply of sanitizing agents, that are child-friendly (to be determined during training).
2. all surfaces are sanitized before admitting children to the centres and as deemed necessary throughout the day.
3. all toys are sanitized.



For The Caregivers/Staff

Management is responsible for ensuring that all caregivers:

1. are healthy enough to be at the centre (adults can be asymptomatic). Caregivers who are unwell should not report to work without a medical review and those who become sick while at work should be quarantined until dismissed.
2. have a valid food handler's certificate to prepare food for children.
3. have adequate supply of the recommended equipment
4. practice effective hand hygiene, use sanitizer in the absence of soap and water, wash hands with soap and water after three uses of sanitizers
5. practice effective respiratory etiquette

For the Children

Management is responsible for ensuring that all children:

1. are healthy enough to be admitted to the centre (children can be asymptomatic).
2. have received the appropriate vaccines for their age.
3. with underlying conditions that may pre-dispose them to being at high risk have adequate scheduling arrangements.
4. have their personal products which must be adequate and properly labeled.
5. have adequate space for storing their personal items.
6. who may become sick while at the centre can be quarantined until picked up by their parents/guardians.
7. who are ill cannot return to the centre without a medical review



For the Parents and Guardians

Management is responsible for ensuring that all parents/guardians

1. have information about the safety guidelines of the centre (specific to centre and developed after the training sessions and inspection of the facility)
2. remain outside of the centre when dropping off and picking up children.
3. sanitize their hands before signing the signing in/out register.
4. are informed immediately if their children become ill at the centre.

