

# PRE-OPENING CHECKLIST

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ECD CENTRES COVID-19 READINESS  
FROM ACSI



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Criteria for re-opening of ECD centres based on deconcentrating and social distancing in ECD centres and office guidelines.

The checklist must be completed by the ECD Centre principal and confirmed by the delegated official monitoring the ECD centre. Any of the criteria indicated by a red colour after a “NO” response indicates a compulsory requirement that if not met, ECD centre cannot open. The determination of the reopening of an ECD centre is therefore not determined by the aggregation and averaging of mandatory criteria. One compulsory criteria is enough to allow the ECD centre to remain closed.

RECOVERY STEP	PROGRESS			COMMENT
	Yes	No	Partially	
<b>STAFFING AND CURRICULUM</b>				
The ECD Centre has re-worked the timetable in line with the department's recovery plan, ECD Centre routine as well as start and end time adjusted to maximise physical distancing.				
Educators with comorbidities (pre-existing medical conditions such as asthma, diabetes, hypertension) have been identified.				
There is a plan to support learners with pre-existing medical conditions and those who cannot attend ECD Centre owing to COVID-19. To supply them with learning materials.				
Training has taken place for				
<ul style="list-style-type: none"> <li>• First Aid contextualised for Covid-19</li> </ul>				
<ul style="list-style-type: none"> <li>• Food Handling</li> </ul>				
<ul style="list-style-type: none"> <li>• Trauma Counselling</li> </ul>				
<ul style="list-style-type: none"> <li>• Cleaning and Sanitising</li> </ul>				

## BASIC SANITISING AND HYGIENE

Temperature Test Kits have been made available and measures are in place to do daily temperature testing of learners and teachers				
Hygiene and Sanitation packages have been made available.				
There is a process in place for monitoring the depletion of hygiene and sanitation packages and timeous reordering.				
There is adequate water supply.				
There is a plan available and key personnel identified to conduct screening for every teacher, learner and visitor entering the ECD Centre.				
There is a plan to enforce the sanitation of hands at the gate/main entrance for teachers, learners and visitors entering the ECD Centre premises and insist on the wearing of masks.				
The ECD Centre has been deep cleaned and disinfected prior to reopening.				
The ECD Centre is able to clean and disinfect all ECD Centre facilities at least twice daily.				
There is a monitoring programme during breaks to prevent learners from congregating.				
Training on cleaning and disinfecting of high traffic areas has been completed by relevant staff.				

There is a process in place to regularly conduct refresher training about hygiene standards and practices.				
There is a process in place to sanitise isolation areas after occupation by learners/staff with suspected COVID-19 symptoms.				
There is a waste removal process in place.				
<b>SCHOOL INFRASTRUCTURE</b>				
There is enough space to allow for social distancing 1.5m indoors.				
The ECD Centre has floor plans for every class indicating available furniture and spacing for social distancing.				
Windows and desks etc. are in proper condition.				
The ECD Centre is adequately fenced to control movement in and out of the ECD Centre.				
There are adequate ablution facilities.				
Isolation facility identified in ECD Centre to temporarily contain learners/staff identified with possible COVID-19 infection, while they wait to be transferred to a health practitioner.				
<b>OWNERS/PRINCIPALS/EDUCATORS</b>				
Orientation Done? – of staff and children.				
Covid-19 Policy in place.				

All staff familiar with new rules? (Welcome time, bathroom use, toy use, playground rules, food etc.)				
Additional support staff employed (Volunteers?)				
Precaution signs and poster put up.				
Centre has monitoring programme and activities in place for breaks to encourage children not to congregate.				
Measures in place to deal with children / staff that display high temperature (see temperature chart below).				
<b>DAILY ENTRY AND ACCESS CONTROL</b>				
Designated Screener in place.				
Bottle of sanitiser available at gate/door.				
Temperature test kits available.				
Every staff member screened and temperatures recorded.				
All sanitised before entry into ECD Centre property.				
<b>CLEANING STAFF</b> The following cleaned/sanitised?				
Door knobs and handles.				
Classroom desks and chairs.				
Light switches.				

All toys.				
Photocopy machine.				
Stair rails (if applicable).				
All office equipment.				
Paper towels provided in bathrooms.				
<b>CLASSROOM LAYOUT/ EQUIPMENT</b>				
All classroom equipment cleaned/ sanitised.				
Physical distancing maintained in classroom - use of screens.				
Classroom cleared of unutilised objects? ( less objects in classrooms means less to be sanitised).				
Removed carpets – replaced with lino/plastic if practical.				
<b>SNACK/ LUNCH TIME</b>				
There is a plan in place to conduct orientation on COVID-19 health guidelines with food handlers.				
There are measures in place to ensure that physical distancing is maintained during serving and eating times .				
There are enough plates and utensils to avoid the sharing of food.				
Learners that bring own lunch boxes these must be sanitised before eating.				
<b>PARENTAL SUPPORT</b>				
All parents have been made aware, in writing, of the symptoms of Covid19.				

All parents advised to report any Covid-19 symptoms.				
All parents advised to transport their own children if possible and avoid public transport.				
Transport providers have been informed to adhere to the Disaster Management Act regulations particularly with regards to social distancing.				
Transport providers have been informed to sanitise buses and other transport as per Disaster Management Act regulation.				
Transport will be informed that they have to wait at the drop-off point until the learners have been given the all clear by the welcoming team/screener.				
All parents advised to provide masks/face shields for their children if practical TBC.				
To avoid unnecessary litigations have parents been made aware of the symptoms of COVID-19 and acknowledged in writing that they will: Report any suspicious COVID-19 symptoms immediately.				
Parents must <ul style="list-style-type: none"> <li>♦ Enforce good hygiene practices such as washing and sanitising of hands, coughing or sneezing into a tissue paper or bent elbow.</li> <li>♦ Ensure that the child leaves home wearing a face shield/mask (<i>Mask wearing TBC</i>).</li> <li>♦ Ensure that the child leaves home without any toys.</li> </ul>				

Normal Body Temperatures According To Age	
AGE	C
0 - 2 years	36,4 - 38,0
3 -10 years	36,4 - 37,8
11 - 65 years	35,9 - 37,6
> 65 years	35,8 - 37,5