As the nation begins to reopen post-quarantine, our children—and those who serve them—need our support more than ever. In response to that need, Children's is providing guidance and resources focused on getting kids back to being kids. This guidance is not meant to replace recommendations from local and state agencies on when to open, but rather to provide additional support and insight.

### Roadmap To Recovery

**Consider these key measures prior to reopening:**

- **Pre-arrival**
- **Social Distancing**
- **Cleaning & Hygiene**
- **Screening & Testing**
- **Masking**

These materials have been created based on information currently available from the Center for Disease Control (“CDC”), other third-party experts and Children’s Healthcare of Atlanta, Inc.’s (“Children’s”) own experience. Guidance on COVID-19 is changing rapidly. Consequently, Children’s is unable to make any representations and/or warranties of any kind, including, but not limited to, any implied warranties of merchantability or fitness for a particular purpose. While these materials may be updated from time to time based on new information, Children’s is not assuming any duty to update the materials or modify them for the specific circumstances of any individual, school, business or other entity.
Pre-arrival

Prior to re-opening locations, it is important to communicate new policies and procedures to staff, parents and kids. Providing opportunities to discuss changes and address concerns will assist in relieving anxieties.

Things to Consider

• Establish a guiding team for your facility to serve as points of contact for each of your key reopening areas.
• Designate a staff person responsible for COVID-19 reporting, and make staff aware of the designee.
• Provide daily updates for key stakeholders.
• Provide clear guidance on what arrival at your facility will look like. If possible, share pictures and short videos to help set expectations prior to arrival.
• Ensure any new waivers for parents and/or staff (if applicable) are in place prior to opening.
• Consider transportation plans. Where feasible, space seating on school buses to allow for social distancing.
• Stagger arrival and departure times to lessen congestion.
• Require parents to remain in cars when dropping off and picking up their child.

Helpful Links

- Preparing your family for reentry
- How to talk to your child about COVID-19
- How stress can lead to changes in behavior
- Healthy coping strategies for kids
- Guided coping skills
- Employee resources
Screening

Screening provides an opportunity to identify symptomatic individuals prior to them entering a facility and interacting with others. Screening should be conducted **consistently** and capture everyone.

**Things to Consider**

- Ask parents, students and faculty to self-screen prior to coming to the facility.
- Make information on how to self-screen available to staff, parents and kids prior to reopening.
- Identify a screening location that allows for adequate social distancing between individuals being screened and those waiting to be screened.
- Distribute a visual identifier (such as a dated sticker) to those who have passed screening to indicate that they are cleared for entry.
- Ask individuals displaying symptoms to return home and/or be isolated until able to return home.
- Ask individuals who are sent home to seek guidance from their healthcare provider.
- Establish protocols for return post failed screen. This may include documentation from a healthcare provider.
- Establish an area within your facility that will allow those waiting for parents or caregivers to follow social distancing guidelines.
- Designate a guiding team member who will be responsible for communicating with DPH regarding testing and contact tracing.

**Helpful Links**

- Wellness screening guidelines
- DPH guidance of contact tracing
- Reopening during COVID-19 webinar and training resources
- CDC guidance on signs and symptoms
- Screening signage templates
Testing

Testing can be an important gatekeeper to ensure kids and staff are not exposing others, but significant limitations exist.

Things to Consider

• Test results are not immediately available, meaning that individuals can be exposed after being tested and before receiving results.

• Testing may be advisable if screening is failed, other known exposure exists or an individual is experiencing symptoms. Instruct individuals to contact their healthcare provider for guidance on testing.

• Antibody tests are not useful in diagnosing an acute infection.

• Designate a guiding team member who will be responsible for communicating with DPH regarding testing and contact tracing.

Helpful Links

DPH testing site locator  
DPH guidance on contact tracing
Social distancing remains one of the most effective measures in stopping the spread of the virus. Schools and youth-serving organizations should focus on reducing congregation where possible and reinforcing the message of social distancing with visual cues and physical changes.

**Things to Consider**

- Maintain small consistent student/staff groupings.
- Space seating 6 feet apart with desks/tables and chairs pointing in the same direction. Avoid having students sit face to face.
- Limit gatherings, group work and events where communal resources are shared.
- Stagger drop-off and pickup times and locations. Require parents to remain in cars when arriving for drop-off and pickup.
- Restrict all non-essential visitors to facility, and limit parental access to sporting events, classrooms and/or camps.
- Stagger usage of communal spaces (cafeterias, dining halls, playgrounds, gym, etc.) whenever possible.
- Ensure social distancing is practiced in the cafeteria, and consider policies around food services. Whenever possible, individually package meals and serve meals in classrooms to reduce group size.

**Helpful Links**

- Social distancing signage templates
- Helping kids understand social distancing
- Helping kids with social distancing video
- CDC guidance on social distancing
- Supporting youth during reopening training
Masking

The CDC recommends masking in all places where appropriate social distancing cannot be achieved. Masking is especially important in providing protection against spread from individuals who are not exhibiting symptoms of COVID-19.

Things to Consider

- Make masking mandatory in all areas where social distancing cannot be achieved.
- Establish alternate plans to students and staff unable to wear a mask. These plans should include ensuring they are able to maintain adequate social distancing throughout the day.
- Encourage students and staff to bring their own mask, but masks should be on hand for individuals unable to provide their own.
- Ensure that policies are in place and communicated limiting masks with writing and images that may not align with school or program policy.
- Instruct students and staff that masks may be removed while eating, drinking and going outdoors, and while in classrooms and other areas where/if adequate social distancing can be achieved.
- Focus on social distancing in areas where masks are optional.
- Children under the age of 2, and children with significant breathing issues, should not wear a mask.
- Provide education to students and staff on proper mask use.

Helpful Links

Mask signage templates

How to mask guidance

How to mask video

CDC guidance on masking

Supporting youth during reopening trainings
Cleaning & Hygiene

Maintaining the cleanliness of surfaces and promoting good hand hygiene are important in the prevention of communicable diseases. Having a clear plan for cleaning will not only aid in preventing the spread of COVID-19, but it will also help reassure staff, parents and students that proper steps are being taken to ensure their safety.

Things to Consider

- Establish routine facility cleaning schedules that include regular cleaning of high-contact surfaces throughout the day and deep cleaning at closure.
- Provide hand sanitizer for staff, and make sanitizer available to age appropriate students.
- Provide education to staff and students on proper hand hygiene.
- Provide routine opportunities for students to wash hands.
- Accompany children under the age of 10 to assist/ensure proper hand washing.
- Ensure that hand washing/sanitizing is taking place prior to meal times.
- Establish policy that forbids sharing of food and beverages.

Helpful Links

- CDC cleaning guidance
- CDC hand washing guidance
- Hand washing sign template
- Helping kids with hand washing video
**Communication**

Frequent, transparent communication to all stakeholders is the single most important component of any reopening strategy. This should be done through all means available, including webinars, email, newsletters and physical signage.

<table>
<thead>
<tr>
<th>Staff</th>
<th>Parents</th>
<th>Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekly webinars</td>
<td>Weekly newsletters</td>
<td>Daily announcements</td>
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**Things to Consider**

- Establish routine communication for all stakeholders.
- Share communication from reputable sources (DPH, CDC and Children’s).
- Provide opportunities for two-way communication.
- Utilize physical signage as cues for key messages.
- Engage school counselors and school nurses.
- Promote resources that may be available to support staff, such as an Employee Assistance Program (EAP).

Download resources at choa.org/reopening.
To support our community partners with the knowledge necessary to safely restart services for children, we are providing training on the following topics.

1. Identifying the Signs and Symptoms of COVID-19 and Preventing the Spread
2. How to Screen for COVID-19
3. Supporting Youth and Parents in Reentry
4. Supporting Staff in Reentry

Live webinars will be held for community partners, and recordings will be available for those unable to participate. Please visit choa.org/reopening for all training information.
Reopening Resources

Download the communications, signage and digital resource templates we are using in our own facilities to ensure safety.

YOUR SAFETY IS OUR PRIORITY

Because the health and safety of our patients, visitors and staff is a priority, Children’s Healthcare of Atlanta is:

- Reopening Resources

Download the communications, signage and digital resource templates we are using in our own facilities to ensure safety.

Download resources at choa.org/reopening.
Parent Resources

Get guidance online to help parents navigate these uncertain times, including tip sheets for families.

Parenting Resources During COVID-19

As the state begins to reopen and you prepare for the many phases of reentry, it’s normal to feel stressed and overwhelmed. Use these tips to help your family navigate your journey to recovery.

Helping Kids Understand and Practice Social Distancing

Social distancing is forcing us to change the way we live, but that doesn’t mean our kids are all-in. Get tips for navigating the conversation and making the most of sheltering in place.

Helping Kids and Teens Deal With Grief

The COVID-19 pandemic has resulted in confusion, discomfort and loss for many of us. Here are expert tips from a licensed therapist to help your family process the grief you may be feeling.

Download resources at choa.org/reopening.
Stop, Start, Continue

Flip this card over and try the Stop, Start, Continue exercise to help you renew your commitments and find joy in the old and new.

Stop: List any unhealthy habits you've adopted during COVID-19 that you want to stop, like excessively watching TV or neglecting your workout schedule.

Start: List any routines you want to start doing with joy after COVID-19, like going to the gym or shopping for healthy food items at the grocery store.

Continue: List any practices or traditions you've created during COVID-19 that you want to continue, like spending more quality time with your family or walking around your neighborhood.

Post this card somewhere in your home—on your bathroom mirror, fridge or other visible spot—to remember your commitments as you shift back to normalcy.

Preparing for life after COVID-19

Just as we've had to settle into this new normal, we will soon enough have to return to regular life. So much has changed over the past few weeks and months, and you might be thinking, "How do we go back to the way it was before COVID-19?"

We will never forget how COVID-19 affected our lives, but we must allow it to change us for the better. Start preparing now for your transition back to your usual routines.

Review this checklist throughout the workday. Remember to give yourself moments to practice mindfulness.

✔ Check in
Check in with yourself every few hours. Notice how you feel and how you respond to stressors. If you notice any warning signs that you're starting to enter into distress, pause and take a quick break.

✔ Stay grounded
Every time you wash your hands, recite a short mantra or phrase to yourself to help you reset and refocus. For example, remind yourself that by doing this one simple thing, you're doing your part to keep yourself and others safe.

✔ Breathe
If you start to feel stressed, take three deep breaths (four counts in and four counts out) and remind yourself of the intention you set at the beginning of the day.

✔ Connect
If you need support, connect with a colleague. Asking for help is a sign of strength, not weakness.

✔ Change your scenery
Go for a short walk, climb a flight of stairs or step outside to clear your mind.

✔ Be present
If your mind starts to wander, take a moment to notice one thing in the room. It could be the warm smile of a colleague or the sunlight filtering in through the windows.

Dealing with stress in uncertain times from Strong4Life

We’re living in times of uncertainty. The COVID-19 pandemic has presented our world with new challenges to overcome, and there seems to be no shortage of stress and worry. The truth is, when we worry, our body establishes a sense of control and calms what’s at hand. We want to prepare for every possibility and protect negative outcomes. What we don’t anticipate are the unanticipated consequences of anxiety and stress.

We believe worry works us up more prepared when in reality we are more attuned, receptive and less prepared.

We often confuse planning with worry. As you are flexible and are actively managing the world’s ever-shifting expectations.

✔ Turn off emails and alarms.

Mentally and emotionally preparing for reopening from Strong4Life

Just as you’ve had to settle into your COVID-19 routine, you will soon enough have to return to regular life. Start preparing now for your transition back to your usual routines—slowly and with intention. To help you shift back to normalcy, by Rachel Ipp from "Strong4Life Expert and Licensed Counselor ( Diplomate, ABPP)"

The day before you go back to work

• It’s OK to plan and acknowledge the loss of this new normal. Give yourself the space to be honest and transparent with yourself.

• Spend time doing something you enjoy. Go for a walk with your family or your dog, practice yoga or read a chapter of a book—whatever brings you joy.

• When you feel yourself overwhelming, take a moment to write down your emotions. Think through what you can do and cannot control, and write down one thing you can control to focus on. For example, focus on practicing good hand hygiene. This can help remind you that you are not powerless.

• Before you head to bed, notice your body and if you’re feeling too tense. Do some light or gentle stretching or a mindfulness practice.

Download resources at choa.org/reopening.
For more information, visit choa.org/reopening.