

Drop-Off / Pick-Up Guidance for Child Care Programs During COVID-19



Clean & Disinfect Frequently

Frequently clean and disinfect door knobs and other surfaces that are touched during drop off and pick up.



Assist children in utilizing hand sanitizer or hand washing when entering the building.

Anyone that enters the building should wash their hands or use hand sanitizer immediately.

Screen for Signs of Illness

Screen children upon arrival. A child showing the following symptoms should not be admitted:

- Temperature of 100.4 F or above
- Flushed Cheeks
- Difficulty Breathing
- Fatigue
- Extreme fussiness
- Coughing



*Use a clean pair of gloves for each child and clean thermometer thoroughly in between each temperature check.

Limit Exposure During Drop Off

Encourage families to have the same person drop off and pick up their child(ren) every day. Only one person should enter the building if possible.



Stagger drop off and pick up times to limit contact.

Consider having children dropped off and picked up at the doors to the program.

Sign-in Outside the Building

Provide sign in sheets at the entrance of the building, outside if possible.

Encourage families to bring their own pen, or ask them to clean the pen with a sanitizing wipe after using.

If using electronic sign in, have family members wash or sanitize hands prior to signing in, and clean the screen with a disinfecting wipe.

(Washington State DoH)



Encourage Family Members to Wear a Face Mask

Ask family members or guardians to wear cloth face coverings when dropping off and picking up.



Maintain a distance of 6 feet from parents / guardians.

If necessary, implement additional personal protective equipment (PPE) such as: face shield, eye protection, disposable gloves.

"2019 Novel Coronavirus Outbreak (COVID-19)." Washington State Department of Health, Washington State Department of Health, 14 Apr. 2020.

"Guidance for Childcare Programs That Remain Open." Centers for Disease Control and Prevention, Centers for Disease Control and Prevention, 12 Apr. 2020.

Levitt, PhD, Alexandra, et al. "Webinar: Child Care During COVID-19: Guidance & Implementation." Child Care Aware of America, Child Care Aware of America, 13 Apr. 2020.