

Early Childhood Training:

What Areas in Each Room Need to be Wiped Down:

- Doorknobs (Both sides)
- All tables and chairs
- All Chairs
- All cubies on shelves
- Light switches
- Hand Sanitizer Dispenser
- Large Stationary toys like Play Kitchen, Slide unit, sprayed and wiped down
- Cubbies Shelves wiped down in between every service

**IMPORTANT NOTE:
PARENTS ARE NOT ALLOWED
TO ENTER THE ROOMS.
PLEASE HAVE A VOLUNTEER
STATIONED AT THE DOOR FOR
DROP OFF AND PICK UP**

Bathroom: Wipe Down

- Toilet Seats
- Sink
- Sink handles
- Bathroom Doorknobs (Both Sides)
- Paper Towel Dispenser
- Handicap Bar
- Toilet Paper Holder
- Handicap bars

Toys:

- Toys will be placed in a plastic basket (hamper) in each room. Note service on it.
- A NEW Set of toys brought out every service. (They are marked.)
- Place USED Toys back in the basket/hamper and then in EC Closet to be sanitized.

Snacks & Drinks:

- NO SNACKS OR DRINKS ALLOWED IN ROOM including child's own drink.
Must be stored inside a bag and out of sight

Crafts:

- Volunteers will help the children use glue.
- Place crafts in plastic Ziplock bag for children to bring home.
- Use individual crayons boxes for kiddos, send crayons home with them.

Nursery:

- Use different set of baby swings per service. Each is labeled with a sign.
- Bottles are allowed. Make sure they are labeled with child's name.
- No snacks. Crackers, etc. will not be allowed in nursery at this time.
- Volunteers must wear gloves when feeding a bottle to baby.
- Volunteers must wear gloves when changing baby diapers.
- Bathroom surfaces should be wiped down. (Sink, seat, doorknobs, etc.)
- Wipe down cubby shelves.
- Wipe down all large stationary toys.
- Wipe down bouncers.
- Be sure to wash your own hands when done