



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE
WASHINGTON, DC

15 Oct 20

MEMORANDUM FOR AFSVC/CC

FROM: HQ USAF/A1S
1040 Air Force Pentagon
Washington, D.C. 20330-1040

SUBJECT: Updated COVID-19 Pandemic Guidance for Department of Air Force Child and Youth Programs

1. COVID-19 continues to impact our country and installation operations. This memorandum provides updates to the A1S memorandum, *COVID-19 Pandemic Guidance for Air Force Child and Youth Programs*, signed 20 March 2020 (Attachment 1). Installation Child and Youth Programs will continue to adhere to US Centers for Disease Control and Prevention guidance; AFI 34-144, *Child and Youth Program*; and local direction as provided by installation and command leadership for this on-going pandemic. The following resources and guidelines are provided to assist with continued operations:

a. The Assistant Secretary of Defense for Manpower and Reserve Affairs (ASD (M&RA)) recently extended a partial waiver to section 8.e. of Enclosure 3 of Department of Defense Instruction 6060.02, *Child Development Programs (CDPs)*, temporarily permitting Child Development Programs to employ dependents of service members and DoD Civilians who are 17 years of age and pursuing a high school diploma (Attachment 2). The waiver is in effect until June 2021.

b. The Centers for Disease Control (CDC) still recommends use of cloth face coverings in settings where social distancing measures are difficult to maintain. Regarding face shields, it is unknown if they provide any benefit as source control to protect others from the spray of respiratory particles or as a substitute for cloth face coverings. If a face shield is worn, the CDC recommends wearing a cloth face mask as well. Answers to common questions concerning cloth face coverings in Department of Air Force Child and Youth Programs are included at Attachment 3.

c. The Centers for Disease Control and Prevention released additional guidance on the care of infants and toddlers (<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#InfantsToddlers>). Compliance with current program procedures for handwashing, cleaning and sanitation, infant feeding and diapering outlined in AFI 34-144, *Child and Youth Programs*, meets the intent of the updated guidance. Programs may need to purchase additional smocks to ensure all staff are prepared to change smocks that have been contaminated with secretions. Funding may be provided by Child and Youth Programs if assistance is required for additional smocks.

d. Defense Health Agency Immunization Healthcare Division (DHA-IHD) authored guidance on best practices for routine immunizations for military beneficiaries during and after the COVID-19 crisis (Attachment 4). CYP immunization requirements will adjust to the DHA-IHD priorities which place military service members and more vulnerable populations ahead of well-staff and well-child immunizations for older children during this pandemic.

e. DAF Public Health and DAF Occupational Health require initial staff physicals within 60 days of employment. Office of Personnel Management guidance recommends the continuation of these specific exams although some portions of the exam may be deferred. Renewal physicals, required every three years, may be delayed up to 6 months. There may be some variability based on manning/resourcing/pandemic impact, but some MTFs are accomplishing school physicals now.

f. Child and Youth Programs are an integral support to parents returning to the workplace. Programs need to continue hiring and onboarding staff to ensure enough personnel for the Child Development Programs are available to adequately meet parent needs.

g. Virtual/distance learning for staff development opportunities is authorized during the pandemic. Documentation of virtual learning requires a sign in process (can be electronic) and evidence that sufficient time was spent on the subject matter to make learning meaningful. AF Forms 1098 can be annotated 'VIRT' in lieu of staff member's initials.

h. With the current fluid environment for education, parents in need of resources or information for pre-K – grade 12 should connect with their installation school liaison who is the subject matter expert on the status of public, private, parochial, charter, magnet, virtual, home school, international and Department of Defense Education Activity schools. Additionally, school liaisons can provide information on resource opportunities (e.g, DoDEA Partnership Grants, Air Force Aid Society Virtual Schooling Grants) that can supplement and support student learning. If school liaisons are needed to support child care operations, flight chiefs should notify AFSVC/SVPY.

i. Due to various school modalities (e.g. in-person, remote and/or virtual learning), School Age Care and Youth Programs may need to expand hours. When planning and marketing School Age Care, it is vital to inform parents that full day child care fees apply and Child & Youth Program Assistants are not certified teachers and should not be considered a substitute for teacher instruction/assistance provided by the school. Additionally, increased program related costs associated with health/safety supplies, food, custodial services, staffing and increased information-technology platforms to support virtual learning should be estimated and elevated to leadership. AFSVC/SVPY has funding to support additional costs if needed. As a reminder, School Age Care and Youth Programs ratios are based on facility capacity not room capacity.

j. Programs should have a COVID-19 screening process. Questions should include, but are not limited to, the following:

- Have you or your child had a fever in the last 24 hours?
- Have you or your child experienced cough, chills, headache, or any other symptoms within the last 24 hours?
- To your knowledge, has anyone in your household been exposed to anyone with COVID-19 within the last 14 days?

k. As HPCON levels improve, parents are responsible for regular fee payment for their child care space(s) if all of the following conditions exist:

- Installation is at any level of HPCON Bravo, Alpha or Normal.
- Parent work center has been cleared as safe to return.
- Child care space is available for use.

Subletting the child care space may be an option for parents choosing not to return to the program at this time if in accordance with public health or installation guidance on new enrollment.

l. Enrollment of families in the Child Development Programs will be in accordance with the DoD prioritization policy implemented on 1 Sep 20.

m. Review the National Alliance for Youth Sports (NAYS) COVID-19 requirements prior to conducting youth sports. Resources are located at <https://nays.org/blog/covid-19-youth-sports-resources/>.

2. We recognize the challenges with Department of Air Force Child and Youth Program management and operations during this pandemic. The dedication and innovation of CYP professionals at all levels in their roles and support of the Department of Air Force mission has been extraordinary! Thank you, your team, and the installation child and youth professionals for your continued support in upholding the highest quality care standards for our children and youth. My point of contact is Ms. Deb Willey, DSN 612-4895, commercial 240-612-4895, or debra.willey@us.af.mil.

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H. L. LARRY, SES, DAF
Director, Air Force Services
DCS, Manpower, Personnel and Services

6 Attachments:

1. A1S Memo, COVID-19 Pandemic Guidance for AF Child and Youth Programs, 20 Mar 20.
2. ASD (M&RA) Memo, "Extension of Partial Waiver Temporarily Permitting Child Development Programs to Employ Dependents of Service Members and DoD Civilians," 16 Sep 20.
3. Air Force Child and Youth Programs FAQs Children Wearing Face Coverings, 7 Apr 20.
4. Defense Health Agency Immunization Healthcare Division Information Paper on Routine Immunization Practices During and After COVID Crisis, 24 Mar 20.
5. ASD (M&RA) Memo, "Guidance for Commanders on Reopening Child Development Programs During the COVID-19 Pandemic," 10 Jun 20.
6. 18 Point-Guide to Assist Installations when Bringing CYP Back On-line following Temp Closure/Reduction of operations during COVID-19

cc: MAJCOM/A1s