

Kidstown Learning Center
Guidance for Parents During COVID 19 pandemic
Implementation Starts Monday May 4, 2020

As we all face this time of uncertainty, and communities around the globe have been obligated to make so many changes in the daily routines and work dynamics, we, as Child Care providers, are committed to work towards helping stop the spread of the Corona Virus disease (COVID 19) while at the same time, provide a caring, fun, supervised and educational environment to the children, in an effort to support parents that need to report to their jobs on a daily basis.

According with the CDC's and Health Department guidelines, we have created protocols that will take place starting May 4 of 2020.

Please read the entire document, should you have any question or concern, feel free to communicate it to the office personnel and we will make sure to address the issue in a prompt and efficient manner. Please take into consideration that these guidelines will be updated and improved as necessary.

Remember, we are in this together and we will overcome this pandemic in a responsible and effective way.

Upon arrival:

Parents will not be permitted into the building unless they have an important issue to resolve in the office that can't be taken care of over the phone. If this is the case, parents need to wear a face mask to be allowed into the building and sanitize your shoes.

1. Ideally, the same parent or designated person should drop off and pick up the child every day.
2. If possible, older people such as grandparents are not encouraged to drop off or pick up children because they are more at risk from severe illness from COVID 19.
3. Parents are required to have children at the school by 9:00 AM. Late arrivals will interfere with class activities and school logistics created for COVID 19.
4. The parents that have confirmed their attendance for Monday the 4th, will receive a barcode key tag upon arrival and will be able to sign your child in using a tablet. The parents that decide to bring their children at the last minute will sign in on a form created

for that purpose, we will activate the barcode key tag during the day and have it ready at pick up time.

5. A table will be placed outside the door where parents will find:
 - A tablet to scan (sign) their children in and out.
 - Hand sanitizer for children to clean their hands before they enter.
 - Sign in sheets for the parents that do not have a barcode tag
 - Two baskets for sanitized and to be sanitized pens.
6. If more than one family arrive at the same time, we ask parents to stay 6 feet apart from each other. Please use the lines marked for this purpose.
7. Every child will be screened upon arrival. Children who have a fever of 100.4 F, fatigue, flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity) or extreme fussiness.
8. Two masks will be given to each child from three years old and up. Children will be required to wear a mask daily. Parents will be responsible to wash their masks. In the event that a child does not have a mask one day, parents will have to purchase a new mask in order to leave the child at school.
9. Each child will have his/her shoes sanitized by a staff member upon arrival.
10. Each child will be conducted by a staff member to the classroom.

While at school:

1. Education regarding safe and healthy practices is our main priority.
2. During school hours, vendors and / or visitors will not be permitted into the building.
3. Staff members and administration personnel will wear a face mask.
4. Children will have a normal routine with activities inside the classroom and in the playground, meals and nap time. Social distance strategies will be implemented.
5. Hand washing and or hand sanitizing will occur at the transition of each activity and as needed.

6. Children will be supervised at all times.
7. Surfaces and toys will be cleaned and sanitized after each use.
8. Health and safety protocols will be reminded constantly to the children.
9. In case a child shows illness symptoms, such as flushed cheeks, rapid breathing, difficulty breathing, fatigue, extreme fussiness, fever, diarrhea, signs of pink eye, vomiting, parents/guardians will be notified immediately, and regular school illness policy will be implemented.
10. A Doctor's note will be required in order to receive the child back. The note has to specifically state that the child does not have a communicable disease and is allowed to return to school on a specific date.

At Pick up time:

1. Parents are encouraged to call the school two minutes' prior of arrival to request to have the child ready. In case that the parent is unable to communicate with the school, the office will call for a staff member to bring the child to the door as soon as the parent arrives. Meanwhile parents have the time to sign the child out of the school using the tablet on the table outside the door.
2. The designated staff members taking children to the entrance will provide parents with notes from the teachers, incident reports or any communication needed for the parent.

It is important that families and child care personnel follow the established protocols in order to help maintain the health and safety of the Kidstown families.

We thank all the parents in advance for your support and cooperation during these difficult times.

After Care:

After care services for school age children will be provided from 2:00 to 6:00 PM.

Kidstown Administration