

## Procedures for Summer Program

These requirements are temporary, and we are required by the state to strictly follow them to re-open the school.

### General Requirements

- Children and Staff are screened for fever and other COVID-19 symptoms prior to entry to the facility each day
- Parents and Visitors will not be admitted to the facility during operating hours
- Tours will be conducted virtually. Non-emergency repair and maintenance personnel will be required to visit the center after operating hours.
- Visitors to the building will be restricted to emergency personnel only, and will undergo a health screening prior to entering
  - Staff and Children exhibiting a fever (>100.4°F without the use of medication), cough, shortness of breath will not be admitted to the program
  - Staff and children that have household members with the above symptoms or have been in close contact with anyone diagnosed with Covid-19, will not be admitted to the program until they have a medical clearance.
- Staff and children will wash their hands prior to entering the classroom, before and after meals and snacks, after outside play time, after bathroom visits, and prior to leaving for home
- Children will be taught proper hygiene, frequent handwashing for 20 seconds, covering coughs and sneezes, and to not touch their face.
- Classroom size will be restricted to 10 children, and strict social distancing will be followed. This includes, but may not be limited to;
  - Children will remain in their groups and will not mingle with other classes
  - A distance of 10' will be maintained between groups during group movement
  - Children will eat their lunches in their classrooms (no heating provided)
  - Children will be encouraged to wear masks, but will not be required
  - Staff will be assigned and remain with their group
  - Sharing of supplies (paint brushes, chalk, pencils, etc.) will be prohibited (See supply list of items you will need to bring for your child)
  - No soft toys will be used; toys from home are prohibited
  - Close person contact (hugging, wrestling, games involving touching or tagging) will be strictly limited or discouraged. We will not punish age appropriate behaviors, but will encourage extra caution, and teach new ways to socialize
  - Children's belongings will be kept in individual storage bags, bins, and/or cubbies and sent home each day for washing.
  - Toys will be cleaned and disinfected between uses.
- Staff will wear masks during the day
- You will need to advise the Center immediately if a child or close contact is diagnosed with Covid-19

- If a child becomes ill, they cannot return to the center until they have a medical release from a doctor.
- Refunds or credits due to illness will not be provided.
- If the school is closed due to an emergency, a partial credit or refund will be issued.
  - Partial months will not be credited or refunded
  - Full months will be credited or refunded in full, less a 10% Administration fee.
  - In the event the center is closed for an extended period, on-line interaction and work will be provided for a \$175 per month fee per child. In the event one does not want to participate, teacher interactions and home work will not be provided.

### **Specific Requirements**

- Health and Wellness Survey
  - Take your child's temperature just before coming to the school.
  - Be prepared to report his/her temperature to the Aide at the car.
  - We will use touchless thermometers to verify your child's temperature.
  - You will be required to sign in, report your child's temperature, and answer several questions regarding potential exposure
    - Child's temperature
    - Was fever reducing medication used?
    - Are there symptoms (fever, cough, shortness of Breath?)
    - Are there any household members having symptoms?
    - Have you or your child have any close contact with anyone diagnosed with Covid-19 in the past 14 days?
    - Is the Parent or Guardian a Covid-19 Essential personnel?
    - NOTE: if any of these items are answered in the affirmative, or if the child or staff member exhibits a fever of 100.4°F or greater, the child or staff member will not be allowed into the school
  - If a child develops symptoms of COVID-19 while at the center (e.g., fever of 100.4 or higher, cough, shortness of breath), the child will be isolated (in our sick room) until the parent or guardian picks up.
  - Staff and Children will not be allowed in the program for the day if their temperature is above 100.4°F
  - Staff and Children must be fever free, without the use of medication (Tylenol) for 72 hours before being readmitted into the program.

I acknowledge receiving the above requirements for the Summer Program.

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Name (Print)
Signature
Date