

EEC Reopening Information/ Parent Handbook

Fairview Park Schools and the EEC understand your concerns regarding COVID-19 and how this will affect the reopening of our daycare and aftercare services. Below you will find information regarding the guidelines we will follow in order to reopen as well as our plan for operation of the Center. Please know that our number one concern is the health and safety of our students, families and staff. Things will look different and it is important that if you are going to return you are able to prepare your child for their return.

Safety

We will be following state and CDC guidelines to ensure our children and staff are kept safe during this uncertain time.

This will include:

- staff conducting daily self screening and assessment of their personal health before coming to work
- parents conducting health assessment of their child before coming to the building
- temperature/ health screening of children before they enter the center by center staff.
- use of PPE by staff.
- heightened hand washing policies for children and staff
- building sanitation throughout the day and every night.

Soft Material that cannot be sanitized will be removed from the classrooms. Large group activities will be canceled. Children will stay with the same teacher throughout the day limiting contact with other staff. Playground and gym use will be scheduled and equipment sanitized between use.

Sanitation practices

Basic licensing requires regular sanitation and hygiene practices. We will continue to use approved commercial disinfectant to continually wipe shared surfaces throughout the day. Both teachers and the custodians will work together to manage this process. In the evenings all restrooms and shared surfaces in the classrooms will be deep cleaned. Please remember that all staff is required to take an initial 6 hour training focused on Communicable Disease when they begin working at the center. They must take a refresher course of 3 hours every 2 years after that. Everyone in our center is currently up-to-date with their training. We will continue to monitor the information from the Ohio Department of Health and the CDC to make sure we are implementing the suggested practices for sanitizing our building and grounds.

Hand Washing

Every child and adult will be expected to wash their hands upon entry to the classroom, before and after eating, after using the restroom, change of activity, before leaving the center, coughing or sneezing and all other appropriate times. For our younger students teachers will be asked to

help perform hand washing activities to make sure the children are washing for the appropriate amount of time. Teachers will supervise older students to ensure they are following the guidelines as well. Please model and practice appropriate hand washing activities with your children.

Classroom sizes

We have been given the direction that classroom sizes will be 6:1 for toddlers and 9:1 for children over 3. This is limited and regulated by the Ohio Department of Job and Family Services. Although our license is from the Ohio Department of Education we still operate under the rules for daycare set by ODJFS. We will be maintaining lower ratios in an attempt to provide more space for social distancing.

Personal Protective Equipment

We will comply with the state and CDC guidelines for the use of PPE when the EEC reopens. All staff will be required to wear a mask/mouth and nose covering during the time they are in the classroom and in shared spaces in the building. If masks are not required by the state and CDC then children over the age of 2 may wear a mask provided by parents if they choose. Children under the age of 2 are currently not required to wear a mask. Any parent entering the building will be required to wear a mask.

Center hours

The hours of operation for the eight week summer program will be **7:00am-6:00pm**. We will reassess this for the fall. This will help us to serve our families and make sure we have the sufficient staff to cover all classrooms. Thanks for your support and patience with this.

Drop-off and Pick-up

Because we want to limit the number of people in and out of the building we will be implementing some different ways to accommodate drop-off and pick-up. Morning drop-off will be a two hour window (7:00am-7:30am, 7:30am-8:00am, 8:00am-8:30am, 8:30am-9:00am). Families will be given an arrival time based on need. We ask that you adhere to the time you are given so we can continue to maintain social distancing. During this time we will run a carline with staff members greeting families and doing a quick health assessment. The staff wearing PPE will ask parents 3 questions regarding the past 6-12 hours. Before the child leaves the car, a staff member will take the child's temperature. If the child's temperature is below 100.0 and no fever reducing medicine has been given in the last 6 hours the child will be able to remain at the center. The staff member will escort the child to their classroom and have them wash their hands. For now parents will not be able to enter the building unless there is an emergency. Procedures for pick-up will also have a window and carline. Children will be escorted out of the building with a staff member.

Schedules/determining who can return and when

Due to the restrictions for ratios issued by the state we will have to have a process for who gets to return and when. We issued a survey the week of May 18 and asked families to respond with

a schedule by Friday May 22. The survey and attached letter explained our current plan to reopen. As stated in the letter if you agree to return for the summer you are making an eight week commitment to full time child care. There will be **NO** vacation time issued during this time. Full tuition will be expected for the nine week summer program regardless of number of days and times children attend. Families will be notified of our reopen date by email. If we have more interest than we have spots available, we will fill the spots using a lottery system.

Social Distancing

We will try to practice social distancing as much as possible between the classes, however, students in the same class may have more difficulty maintaining the six feet social distancing. This is why students will stay in the same class with the same teacher/s each day. We will do our absolute best to make sure the children feel safe while trying to keep them safe. Large group activities and sharing large spaces will be canceled for now. We will only allow one class at a time in the gym or on the playground. Classrooms will adhere to a schedule in order to provide for the sanitizing of equipment between use. We know that children especially, Toddlers need adult reassurance and sometimes need to be held or physically comforted. Please know that our staff will do their best to provide the same loving care during this time. We will make sure it is done safely by wearing a face covering and changing any clothing that may become soiled with bodily fluids as soon as possible following physical contact..

Classroom Activity

We will make every effort to provide normal programming. Teachers will continue to use theme based curriculum to plan lessons and activities for the children. We will continue to run our regular classroom schedule with all the activities the children have participated in before. These activities may look different but will provide the same experience. Children might be asked to sit inside a hula hoop in order to maintain a safe distance from others during group activities. Children will have their own chair and their own place at the table. We will do our best to make sure they use their individual places during all activities that require the students to be sitting. We will have individual materials for each child that will be sanitized daily. These will include things like markers, scissors, crayons, pencils, glue and other materials used throughout the day. We will remove any toys that are not able to be sanitized regularly. All toys will be sanitized following each use. Recommendations from the CDC include increased outside time and fresh air. We will be trying to make sure all groups have sufficient time to play outside.

Items for Nap

Our toddlers and preschool children that will be napping during the day will be asked to bring a crib sheet and small blanket for their cots. These items must fit in their backpack or easy to carry bag that the children can manage. These items will be sent home every evening and should be washed and returned each day. Children are already assigned their own cot and all cots will be sanitized after each use.

Extra Clothing

Families will be asked to provide a complete change of clothing including shoes for every child. Toddlers may need more than one set of clothing especially if they are potty training. These items should be placed in a ziplock bag and will be kept in their cubbie. If they are used you will be asked to bring another set to replace them.

Items from Home

We are asking that you bring in the following items to school each day in one bag/backpack clearly labeled:

1. Water bottle-labeled with your child's name
2. Morning snack and Lunch. PM snack will be provided by the center
3. Spray on sunscreen
4. **We will not be allowing toys from home**

Your child's bag/backpack will be sent home each night for cleaning.

School age and Aftercare

Our school age and aftercare program will continue. We will begin summer camp June 15. Unfortunately, we will not be able to take the children on any field trips this year. We will use the supply fee to purchase other activities for our school age students to help keep them engaged. We do plan to take walks and spend time outside. We will consider water play with sprinklers and other toys where the children do not share water.

In the event of a Covid-19 Diagnosis

The CDC says: "Based on available evidence, children do not appear to be at higher risk for COVID-19 than adults. While some children and infants have been sick with COVID-19, adults make up most of the known cases to date.

If a child or staff member is diagnosed with Covid-19, the EEC will do the following:

1. Notify all families and staff of the exposure
2. Report the confirmed case to the local health department and the Ohio Department of Health.
3. Shutdown the center for deep sanitation
4. Work with the local health department to identify potentially exposed individuals to help facilitate effective contact tracing/notifications
5. If a child or staff member has tested positive for Covid-19, they should not return to the center for at least 14 days since the onset of symptoms and at least 3 days without a fever, without the help of fever reducing medication such as ibuprofen or acetaminophen.
6. If a child or staff member has been in contact with a person suspected of having Covid-19 or has tested positive for Covid-19, they should self quarantine for 14 days.

Morning routine check in

When you arrive in the morning a staff member wearing a mask will greet you in your car. They will be required to ask the questions below and will take your child's temperature. If the child does not have a temperature and has not been given any fever reducing medication in the last 6 hours, the staff member will escort the child into the building. Please be patient and remember we are doing our best to keep all students and staff healthy.

Health Questions:

1. Have you given your child a fever reducing medication in the last 6 hours?
2. Is your child feeling ok today?
3. Is anyone else in your home feeling ill?
4. Have you or your child been exposed to someone that tested positive for Covid-19?
5. Take the child's temperature. (must be under 100)