

COVID 19 Parent Manual Supplement

Dear Kids Place family,

Due to the recommendations and requirements of the CDC and DOH, we have very specific and important protocol in place for staff and participants. We hope with this information, you and your child will feel prepared for these changes. We are strongly relying on 100% family cooperation in order to have a safe space for all.

We have a lot of information in the email that should help you and your child prepare for attending our program this month. Please read through everything, and keep this for future reference.

Please also review our attached Daily Packing List for what to bring (and what to leave home) every day. We have a parent version and a child-friendly version as part of this packet.

Before Attending – review these changes with your child

1. Please speak with your child about social distancing in the classroom. We will be doing our best to set up the room to reinforce social distancing practices, but children will need to hear from you that they need to give a lot of personal space to both the other children and the teachers.
2. Children will have a labeled cubby for their belongings, and a labeled table space and chair. This is their own personal space for every day they attend.
3. Remind your child that our staff will all be wearing masks for the full day. We're the same people, we just look a little different with our faces covered.
4. Staff will limit contact with children. However; there will be times staff will need to be in contact in these times they will wash hands and hand sanitizer prior and after touching a child.
Instances that a staff would come in contact with a child :
 - Rendering first aid for physical or social emotional situations.
 - A child is putting themselves or others at risk, physically fighting or running to an unsafe location.
 - Any First Aid will be performed wearing the appropriate PPE.
5. Drop off will happen at the circle at the front of the Benderson building, and pick up will be the same. Parents are not permitted in the Child Care areas at this time. We will be checking your child's temperature and conducting a wellness check every day at drop off time. Please wear a mask and escort your child to the check in table to assist with the daily wellness check.
6. Children cannot go visit siblings of other ages within the JCC. This could even mean that siblings in Kids Place may be split into 2 different rooms, and will not interact during the day. We are making every effort to keep siblings in the same cohort, but cannot make this a guarantee.
7. Electronic Devices are for academic work only. Please see page 9 in the parent manual regarding our full policy.
8. In addition to the packing list for Kids Place on page 7 in the parent manual, please also include (2) face mask and a water bottle every day. For participants using the full day add-on, please also include school supplies (see additional page for full list) and a lunch.

We expect this will be a more challenging transition into Kids Place than usual. Kids have had so much time at home with their favorite people, it is very hard to have to return to full day care. We want this to be an easy transition for them back into Kids Place. **Reviewing the above changes will help them mentally prepare for what they can expect, and make this an easier transition.**

Drop Off & Pick Up

Parent Drop off procedures

1. Drop off time is between 8:00am – 8:45 am for Full Day participants. Drop off time is between 2:30-3:00pm for Afterschool Participants.
2. A teacher/ staff member will greet you and your child(ren) at the check-in table. You & your school age child will be expected wear a mask when you exit your car. Then bring the child(ren) and belongings to the teacher.

3. The teacher will conduct a daily health check, which includes a series of COVID-related questions for the parent to answer, and take your child's temperature. If your child's temperature is 100 or above, you must take him/her home and keep him/her home until 72 hours fever-free without medication. If s/he is exhibiting any symptoms of a viral infection including cough, sore throat, trouble breathing, or looks ill, s/he will not be admitted. While we realize that it is allergy season, it is not possible for us to make that medical decision so your child will not be permitted at child care. We will excuse these symptoms with a doctor's note.
4. If symptoms present during the day, you will need to pick him/her up with in ½ hour (30 minutes). If anyone in your household is under quarantine, keep your child at home.
5. Tell the teacher at the check in table what time to expect you at the end of the day, so we can have your child ready to be escorted to you in the parking lot.

School Bus Drop off procedures

1. A teacher/ staff member will greet your child(ren) at the entrance at the bus arrival time. Please notify us what time your child's bus will be scheduled on your Child Enrollment Form. Your school age child will be expected wear a mask when exiting the bus.
2. All children arriving by bus MUST have a Health Screening Attestation on file, and parents are expecting to perform this screening at home daily before sending their child to school.
3. The teacher will take your child's temperature. If your child's temperature is 100 °F or above, you must take him/her home and keep him/her home until 72 hours fever-free without medication. If s/he is exhibiting any symptoms of a viral infection including cough, sore throat, trouble breathing, or looks ill, s/he will not be admitted. While we realize that it is allergy season, it is not possible for us to make that medical decision so your child will not be permitted at child care. We will excuse these symptoms with a doctor's note.
4. If symptoms present during the day, you will need to pick him/her up with in ½ hour (30 minutes). If anyone in your household is under quarantine, keep your child at home.
5. Please notify the director ahead of time (email is preferred) of what time we should expect you for pick up.

Pick Up procedures

1. When you have arrived, a staff will greet you in the parking lot. They will use a walkie talkie to contact the teacher in your child's classroom.
2. Please allow extra time when picking up your child, so that we can collect all your child's belongings and bring your child out to you.

IMPORTANT

Remember Every Day:

1. **Face Mask** – children must wear face masks in the hallways and shared spaces within the JCC.

We will also wear masks when social distancing is not possible. Children are not currently required to wear masks in a day care setting, but we will enforce mask wearing at the parent's request.

2. **School Supplies**

- a. **School Work Device** (laptop, tablet, iPad) & **CHARGING CORDS/PLUGS**
- b. **Headphones** (if a microphone will be necessary for online classes, make sure the device's microphone will work when using headphones)
- c. **Pencil case with writing materials** as needed for daily assignments (pencils, crayons, glue sticks, scissors, erasers, etc).
- d. **School Assignment Folder & Worksheets/Workbooks** – include a daily/weekly schedule of school assignments. Also include ALL log-in information for the device itself and apps/websites in case your child needs help or there are technical difficulties. We may also use this folder to send home communications to you if we have any concerns to share with you. **Please note, we are NOT able to connect your child's device to a printer, so we will not be able to print any assignments off the internet/device for your child. Please have any necessary papers printed at home and placed in the folder.**
- e. **Book(s) for quiet time** – If your child is finished with school assignments for the day, we may still have quiet academic times to fill for other students, so students should bring books for reading or activity books (word searches, etc). We will NOT permit screen time beyond completing required online assignments.

3. **Lunch & Water Bottle** – please pack a lunch every day, as we are not able to provide meals. Your child should also please eat breakfast before arriving (or they may bring a breakfast into the classroom and eat at their seat).

4. **Outdoor Clothing** – we plan to go outside EVERY DAY (rain, shine, snow, whatever).

Please be prepared for the weather with appropriate outdoor gear & proper footwear (boots/change of shoes for rain or snow, sneakers for nice weather).

What NOT to Bring:





1. **Toys from home.** This includes stuffed animals, gaming devices, sports equipment, putty or slime, dolls or action figures, Pokemon or other trading cards, etc.

2. **Anything to be left in their cubby** – All cubbies must be sanitized daily, and this cannot be properly done if items are left behind.

Teaching kids responsibility and self-reliance is an important part of Kids Place. We've included a visual reminder for your child to use to help them prepare their backpack every day to be ready for Kids Place. Please encourage your child to take a role in the daily preparations, as this reinforces responsibility for their supplies.

IMPORTANT

Remember Every Day:

<p>Face Mask</p>	
<p><u>School Supplies</u></p> <ol style="list-style-type: none">1. School Work Device2. Headphones3. Pencil case4. Folder5. Book(s) for quiet time	
<p>Lunch & Water Bottle</p>	
<p>Outdoor Clothes</p>	

What NOT to Bring:
Toys or games from home

