

## Parent Protocols for COVID-19

**Hours Change:** CEC will have modified hours for the time being. School will begin at **8:10am** and be closed at **4:50pm**. This is to ensure stable groups of children and teachers throughout the day. There will be no mixing of children at all.

**Drop Off:** The hours of drop off are from 8:10am- 9am for those with full day schedules and 8:30am-9am for half day schedules. You will go to the 3000 building to sign in your child. You will need to line up on the tape for your turn and stay 6 feet apart at all times. When you enter the building, please use the hand sanitizing station provided. The hand sanitizer is for adults only, children will wash their hands when they enter their classroom. Anyone ages 2 and older must be wearing a face covering. In order to limit the amount of people entering and exiting the building, no older siblings are allowed to enter the building. Please bring your own pen to sign in your child. A staff member will take your child's temperature before they enter their classroom using a no touch thermometer. You must notify us if you gave your child fever reducing medication in the last 24 hours. Only children are allowed to enter into the classroom, so you will need to say goodbye at the door. Please keep the interactions with your child's teacher as quickly as possible. Be mindful of people who may be in line behind you waiting to drop off. If you are speaking to your child's teacher about something that requires a few more minutes of interaction, please be sure you are standing 6 feet apart or schedule a time for a phone appointment.

**Pick Up:** The hours of pick up are 11:30am-12pm for half day schedules and any time up until 4:50pm for full day schedules. Again, when you enter the building you will need to sanitize your hands and wear a face covering. Bring your own pen to sign your child out and then head to their classroom. Please wait at the door for your child to be brought to you. If there is someone already at the door, please practice social distancing until the person in front of you is finished. If possible, please have the same parent pick up and drop off.

**Items from Home:** As our normal policy states, there are no toys from home allowed and this now also includes stuffed animals for nap time. Only a small pillow and child size blanket are permitted. All of your child's things must be in a labeled bag of some sort to ensure we keep everyone's personal items separate. Lunch boxes with outside food will only be allowed for children who have allergies. Backpacks and lunchboxes must be wiped down with a sanitizing wipe before entering into the classroom. If you would like to bring a treat to celebrate your child's birthday, it must be nut- free and in a store bought sealed container that we can wipe down. This also applies to party days.

**Illness Policy:** Please monitor your child for any possible symptoms before dropping them off. Also, please make sure that the person picking up and/or dropping off your child does not have any sick symptoms either. If your child begins to start having any COVID symptoms at school they will be isolated immediately. COVID symptoms include: Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. We ask that you or someone in your family pick them up within 30 minutes of us calling. If your child has any COVID symptoms, you have the option for them to get a COVID test or alternatively they can quarantine at home for 10 days. If your child is positive for COVID-19, please send us a copy of the test result. Additionally, doctor's note will be required in order for them to return to school. For other symptoms, the normal sick policy for children located in the parent handbook will apply.