UPATED COVID-19 POLICIES/PROCEDURES FOR PARENTS/GUARDIANS:

The policies outlined below are going to evolve as guidance and information from our state and local agencies develops, we know there are going to be some bumps in the road as we all get used to this new normal. We will continue to work with local, state, and federal agencies to provide the best care possible. As always we strive to create a safe and engaging place where children are able to learn and grow. The following policies are to help protect all members of our community. All we ask is that you use your best judgement to help keep our school as clean and safe as possible. We expect you to consider not only what’s best for your child/family but for the other families/children/faculty in our school community. The decisions we all make individually will inevitably affect our school community as a whole. The directors will work with families as needed and exceptions may be made at the directors’ discretion.

We thank you in advance for your cooperation, understanding, and patience as we work together to do what’s best for everyone!

**Drop off and pick up Policies**

- The CECE will be operating from 7:30am-5:00pm for the foreseeable future.
- We will be offering a “car line drop off” service to everyone. This will entail designated teachers accepting your child(ren) and their belongings outside and escorting them to their individual classrooms.
- Drop off will be from 7:30am-9:00am for full time children and 9:00am-9:15am for children who begin their day at 9:00am. If you begin your day at 9:00am please do not enter the carline until 8:55am. If you arrive early please park in the parking lot and wait until you are able to come through the car line.
- Please enter our CECE circle from the Butler Pike entrance and leave through the Welsh Road exit.
- Adults must wear masks during drop off/pick up.
- We strongly encourage that you utilize our “car line drop off” services, but if you have concerns, we will allow a parent/guardian to enter the building under the following conditions.
  
  * All adults must wear face masks inside our building. If you do not have a mask, you will not be allowed to enter under any circumstance. Adults will have their temperature taken and will be able to take their child to the classroom door. Parents will not be permitted into the classroom to allow for social distancing.

- Unless you are entering the building. Please use the car line. Do not park and bring your child up to the entrance. This causes confusion and is not fair to the other waiting in line.

- All children getting picked up at the end of their day will be escorted out by faculty, no parent will be allowed to enter to pick up a child. If you are picking up between 3pm-4pm, we encourage you to call ahead to give us about 10 minutes to prepare your child and their belongings for your arrival. If you are picking up between 4pm-5pm, there is no need to call. A member of our staff will greet you upon arrival.
• During pick up, staff will only be loading the first 3 cars in line. While you wait for your child please remain in your vehicle. This will reduce the need to go around another car in the circle and help to prevent accidents or injuries.

Screening Procedures
• Daily health checks for children will be conducted before entrance into the building. This will include a touch free temperature scan as well as general health questions. If an adult will be entering our building for drop off, they will be screened as well.
• There will be no indoor stroller/car seat storage for the foreseeable future.
• We will be allowing therapists for children to enter the building. All therapists will be screened prior to entering the building and will be providing their services in rooms away from other students. In cases where a therapist must provide therapy in a classroom, access will be granted at the discretion of the directors.

Mask Policy
• In conjunction with the CDC guidelines we are having all children age 2 and older wear masks indoors and outdoors.
• We do recognize there are exceptions outlined and will work with those children who meet those exceptions. At no time will a child be forced to wear a mask. Staff will encourage, model, and educate children on proper mask use.
• We are asking families to partner with us and provide times to practice wearing masks prior to their start in school. For children that are nervous or afraid of wearing a mask you can try role playing with a favorite stuffed animal or showing your child pictures of friends/family members wearing masks.
• Children aged 2 or older must come to school each day with a mask. Please have your child wear a mask at drop off as this is a time where your child is in close contact with adults.
• Children will be able to take mask breaks when needed throughout the day. Children will also not be asked to wear masks while eating, drinking or napping.
• All members of our faculty will be wearing masks indoors and outdoors.

Sick Policy
• Children, parents/guardians and faculty will be excluded if they exhibit one of the following symptoms; a fever of 100.4 or greater, a new or persistent cough, shortness of breath, a new loss of taste, or a new loss of smell. We will exclude a child with 2 or more of the following symptoms chills, muscle ache, headache, sore throat, vomiting, diarrhea, fatigue, congestion/runny nose. In addition to the information above, we will continue to follow our Health Policy in our Family Handbook.

*Please note 1 degree will be added as all scanned temperatures can vary .5-1 degree lower than oral temperatures.
• Parents will be notified by their child’s teacher or a member of the office staff if their child becomes sick during the day. Children will be taken to a quiet space separate from other children as they wait to be picked up. Please be prompt in picking your child up once you are
notified of an illness. We will contact parents/guardian first and then contact the emergency contacts given until we reach someone.

- If a child is sent home with a fever, they may not return until they are **fever free** for 24 hours at least **with no medication** and not exhibiting any of the following symptoms cough, runny nose, sore throat, shortness of breath, fast breathing, headache, muscle aches, vomiting and/or diarrhea. If your child is sent home from school with any symptoms of illness, he/she must remain home from school the following day and until he/she is symptom-free for 24 hours **without medication**. The only exception to this requirement is if a licensed physician/nurse practitioner has examined the child and indicated in writing that the child is able to participate in all school activities without risk of his/her health or the health of other children.

  The letter from the physician/nurse practitioner must contain the following to be accepted:

  “This child is medically cleared to participate in a childcare center with other children from the ages 3 months - 5 years”. Notes only stating that the child has been “seen in our office” will not be accepted.

**COVID-19 DIAGNOSIS**

- If a child or immediate family member is diagnosed with COVID, we will call the PA Department of Health immediately and be implementing the following process taken directly from PA Department of Health’s Website:

  1. **For Persons with COVID-19 Under Home Isolation:**

     Persons with COVID-19 who have symptoms and were directed to care for themselves at home may discontinue home isolation under the following conditions:

     - At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications AND improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared. For example if day 0 is the onset of illness, persons with the COVID-19 that are afebrile and have no respiratory symptoms as of day 3 must remain isolated until day 10.

     - Individuals with laboratory-confirmed COVID-19 who have not had ANY symptoms may discontinue home isolation when at least 10 days have passed since the date of their first positive COVID-19 diagnostic test and have had no subsequent illness.

  2. **For Household Contacts of Persons with COVID-19:**

     Because exposure is considered to be ongoing within the house, household contacts of persons with COVID-19 must be quarantined. The Montgomery County Department of Health recommends two options.

     **Testing Option-Test Out of Quarantine:** If the individual is not experiencing any symptoms and receives a negative test on or after day 15 after household member’s illness begins, they can return to normal activity.
on day 18. Individuals need to continue to monitor for symptoms for 14 days.

**Non-Testing Option:** Quarantine during positive household member’s 10-day isolation and an additional 10 days after that.

***we will announce any/all COVID-19 diagnosis (anonymously) within the school to the entire school, regardless of your child being in the specific classroom where a case was diagnosed***

**In-House Policies for Staff/Classrooms**

**Staff Health:**

- Daily health checks will be conducted before entrance into the building. This will include a touch free temperature scan as well as general health questions.
- All members of our faculty will be wearing masks.
- Staff are asked to stay at home if they are not feeling well.

**Classroom Procedures:**

- Social distancing will be applied within the classrooms as per the CDC guidelines, including limiting children per activity/center, monitoring group activities, and limited item sharing.
- Social distancing in the child care setting do not mean our children will be 6 feet apart from one another. It means we will be keeping each of our classes apart from one another. Teachers will continue to comfort children and provide hands on learning experiences.
- Children will be provided with separate supplies like crayons, markers, glue sticks, and scissors.
- Temporary storage of unnecessary soft toys will be implemented.
- Toys that have been mouthed or contaminated will be placed in a dirty bin and will be cleaned and disinfected before returning on shelves for use.
- Nap time cots will be separated as much as possible (the state requires 2 feet. surrounding every cot, we will expand that to as much space between cots as possible) and the children will be alternated head to toe placement on their cots throughout the classroom.
- We will continue to follow our Birthday Treat policy in the Family Handbook. In addition to this policy, please provide treats that are factory sealed from a facility that does not process nuts. Factory sealed does include untampered sticker seals placed by factory. Please note, teachers reserve the right to make additional requests based on the needs of their class.

**Belongings:**

- Nap items should be brought in on Monday morning and will be sent home on Friday afternoon.
- Backpacks and lunch boxes will be permitted in the building. Please limit one backpack per child. We ask that parents monitor what is inside their child’s bag. We do still want to limit the items being brought into the center. Your child’s lunch and any other personal belongings (i.e. hat, gloves, and coat) should be zipped and inside the backpack upon their arrival.

**Activities:**
• We are limiting the amount of visitors into the CECE. Creative Movement and Music will be held in person. Virtual Specials will continue to be provided by classroom teachers based on the class schedule. These activities may include yoga, art, music, movement, author read aloud, and more.
• There will be assigned playground times for each class. Each class will go out on the playground daily.
• Classes will have the opportunity to use our entire property to spend time outside. Teachers will adhere to social distancing and follow our weather guidelines while outside.

**Cleaning and Sanitizing Procedures**

• We have developed a schedule for cleaning and disinfecting. This schedule utilizes our synagogues maintenance team and the staff of the CECE. We will be using the times before children arrive and after the children leave the center as well as key times throughout the day to clean and disinfect objects and surfaces.
• Surfaces and objects that are frequently touched, especially toys and games. This may also include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet seats, desks, chairs, cubbies, and playground structures will be focused on and routinely cleaned and disinfected.
• All cleaning materials will be kept secure and out of the reach of children.
• We will continue to have trash removed, carpets vacuumed, floors cleaned each evening and on an as needed basis.

**Normal Operating Policies**

• All faculty, children, and parents/guardians must wash hands upon immediately entering a classroom.
• Hand sanitizer will continue to remain available in the lobby to be used upon entrance and exit of the building.
• Handwashing policies will remain consistent as they were before our closure.
• All sanitizing/disinfecting policies will remain in effect.
• All snack and meals will be handled using our current safety procedures.

**Resources**

• [Guidance for Child Care Programs that Remain Open: Supplemental Guidance](#)
• [Announcement C-21-04, Best Practices for Child Care Facilities Operating During the Novel Coronavirus Pandemic](#)

September 15, 2021