



We are extremely excited to welcome all our students to our new school year. Due to the recent circumstances surrounding our community, we do need to make you all aware of some new procedures and policies our school will be using. Many of these policies we have had to adopt with the new regulations set forth by Texas Minimum Standards for Childcare and the CDC. I understand that some of these policies may be inconvenient, but we must do the best we can to follow the requirements put in place for our facility to keep our students, families, and staff safe. We greatly appreciate your patience and cooperation.

What happens if someone in our school has a positive COVID-19 test?

If we are notified a student or staff member has tested positive for COVID-19, we will notify our local Texas Health Department and our Childcare Licensing representative, and we will follow the recommended direction of those authorities. All families will be notified regardless of the student's age group. We are only required to make a notification if someone directly in the school, i.e., a student or staff member, tests positive.

If a student or staff member test positive, they will not be permitted to return to care until they are symptom free for at least three days AND they have a letter from the county stating they are clear to resume normal activity OR they have an additional negative test.

In the event we are notified of students or staff who have been exposed to someone who has been positively diagnosed with COVID-19, that person will be excluded from care for 14 days.

If a student or staff member is suspected of having COVID-19, by having 3 or more of the defined symptoms, but chooses to not be tested, they will be not be permitted back into care until they are at least 3 days symptom free AND 10 days have passed since the first symptom.

CDC defined symptoms

- 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
- Diarrhea

Important information regarding drop-off & pick-up

We have had to make a few changes to our program to follow Texas Minimum Standards for Covid-19. So, drop-off and pick-up procedures are different until further notice.

- All drop-off and pick-up will be done at the front door. We cannot allow anyone into the building except staff and students. Parents will **ONLY** be permitted to enter the school in the event of an emergency but will be subject to a temperature check.
- Every student and staff member that enters the building will be required to have their temperature taken upon arrival.
- Sign-in & sign-out will be contact free through Brightwheel. We will provide a QR code to be scanned with your phone each day.

In regard to illness

In addition to the illness policy in our parent handbook:

- Students or staff with a temperature of 100.0 or more and students sent home with **any** illness will not be permitted back into care until they are **fever and symptom free for 72 hours**. 72 hours is a new regulation put in place by TX Minimum Standards and the CDC as opposed to the normal 24 hours.
- Students or staff with a persistent cough or symptoms related to COVID-19 will be excluded from care and sent home. They will not be able to return unless they are able to present a negative COVID-19 test or a letter from their doctor stating they not contagious AND they have been symptom free for 72 hours.
- Any presence of symptoms or illness, and the need to exclude a student from care will be at the discretion of the school director or appointed director on site.

Required by Minimum Standards to avoid cross contamination:

- Backpacks can be brought on Monday and will go home at the end of the week. We cannot allow daily back and forth. Backpacks should only have changes of clothes, additional underwear, or additional diapers/pull-ups. We ask that everyone provide a water cup/bottle that can be used through the day, and this will be the only item allowed to go back and forth.
- Nap mats and nap materials will be kept in the children's individual cubbies in the giant ZipLock bags. These will go home at the end of the week to be washed and returned on Monday. Please assure all nap materials are returned in the ZipLock bags. 1 Ziplock bag will be provided to families at no cost. Should that bag be lost, parents will be required to provide another one. We can provide an addition bag for \$3.00.
- Younger students that require a security blanket, lovie or pacifier will only be allowed one item to go back and forth.
- NO toys will be allowed from home.

- **For infants & older infants**, we will not be able to allow diaper bags to come back and forth. Please bring changes of clothes and provide additional diapers that can be kept at the school. Please bring bottles, formula, cups, and any other daily needs in a reusable grocery bag that is only used for school. If you do not have one, we will be happy to provide one for you. Anything that needs to be kept cold will be put in the classroom refrigerators immediately upon arrival. Infant classroom do have microwaves and bottle warmers to warm meals & bottles.
- **All lunches** should be packed in a disposable bag and should not contain ANY Tupperware. Everything, including snacks from home should be in a disposable container or zip-lock bags. We do have a refrigerator that can be used for lunches, but please make sure everything is labeled with your child's name. **We will not be able to heat anything up for lunches. Lunches should be a cold/sack lunch. The students will have a limited, yet appropriate, time to eat their lunch.** We do not have the capability to heat up multiple lunches, give the students ample time for cool down, and to eat all in a 30-minute lunch period. Hot, in-house cooked meals can be provided should you choose.
- We ask that you provide sunscreen or bug spray to be kept at the school.

In regard to cleaning:

- In classrooms with younger students, who are likely to put toys in their mouths, we will have a sanitizing bucket. ANY toy that goes into the mouth of a child will be taken out of play and put into the sanitizing bucket. At the end of the day, or throughout the day if staffing allows, teachers will clean and sanitize those toys before they are introduced back into play.
- Cleaning and sanitizing classroom surfaces, toys and equipment will take place during student nap time and at the end of the day using a diluted bleach solution.
- Cafeteria surfaces such as tables and chairs will be cleaned using Keystone Multi-Quad Sanitize after each classroom use.
- We have janitorial services from Philips Cleaning Services which comes each night to take care of our larger cleaning and disinfecting duties, i.e. restrooms, floors, tables and counter tops.

Employees must wash their hands:

- Before eating or handling food or medication;
- Before feeding a child;
- After arriving at the child-care center;
- After diapering a child;
- After assisting a child with toileting;
- After personal toileting;
- After handling or cleaning bodily fluids, such as after wiping noses, mouths, or bottoms, and tending sores;
- After handling or feeding animals;
- After outdoor activities;

- After handling raw food products;
- After eating, or drinking;
- After using any cleaners or toxic chemicals; and
- After removing gloves.

Children must wash their hands:

- Before eating;
- After toileting or having a diaper changed;
- After outdoor activities;
- Any other time that the caregiver has reason to believe the child has come in contact with substances that could be harmful to the child.

Hand sanitizer may be used in place of hand washing only when students are supervised by a staff member, except before eating, after outdoor play and after toilet use.