

Greenway Early Learning Center

Update 5/1/2020

Reopening Phase 1: Yellow

Greenway will reopen when Lehigh County is in the “Yellow Phase.” (OCDEL mandate received on 5/2)

We will phase in the first group of families, based on their needs of care. (*13 children total at reopening - 8 Preschool/SA, 3 toddlers, 2 infants*). Each week, we will phase in another group, as needed until we are back at capacity.

I. Position of the Bureau of Certification (OCDEL)

- Childcare can begin to reopen when a region is moved into the yellow phase.
- OCDEL is recommending child care providers follow the CDC guidance to the best of their ability.
- The CDC Guidance describes what childcare programs “should do” (not “must do.”)

II. What Practices are Different Now? (Based on CDC Guidance)

- Screen both staff and children before entering the facility
- Minimize contact at drop off and pick up
- Should wear masks or cloth face coverings
- 6 feet physical distancing
- Exclude children and staff with any of these symptoms;
 - Fever
 - Cough
 - Shortness of breath
 - Chills or repeated shaking with chills
 - New loss of taste and smell

A. Masks (Current CDC Guidance)

- Adults and children over 2 years should wear masks or cloth face covering that covers nose and mouth
- Children may not be able to reliably wear, remove and handle masks
 - Do not wear masks when napping
 - Do not wear masks when engaging in vigorous physical activity (which causes you to breath hard enough to limit your ability to speak)

B. Drop Off Protocol- CDC Guidance

- Plan arrival and drop off outside of the facility; at the front gate
- Limit direct contact with parent and guardians
- Do not hug or shake hands at drop off or pick up
- Designated person to drop off a child or the provider/teacher managing drop off should not be:
 - A vulnerable person (older person such as a grandparent or person with serious underlying medical condition)

C. Daily Health Check- Do this Before the Child Enters the Facility

- Greet children to make them feel comfortable
- Do not admit a child with one or more of these symptoms (CDC Guidance):
 - A fever of 100.4 degrees Fahrenheit or 38 degrees celsius (Our policy is 100 degrees)
 - Cough
 - Trouble breathing (rapid or difficulty breathing)
- In addition, use routine daily health check tools for excluding children with signs/symptoms of illness (regardless of whether or not the child shows signs or symptoms of COVID-19)

III. Greenway Policies:

Families:

- Review attached “**Temporary Family Plan**” (includes both CDC/OCDEL recommendations)
- Regular tuition applies to families who are scheduled to return at reopening
- Families who choose to wait to return for services until green phase are kindly asked to pay a “save a spot” fee of \$75 for yellow phase until green. (Brightwheel invoice). If finances are an issue, please contact Sara. We will see which phase Lehigh County is in during the month of June, and update then with regards to tuition.
- Tuition donations kindly accepted to be used as staff hazard pay and catch up on expenses during closure.
- Adjusted temporary hours of operation: **7:30AM to 5:30PM**
- Provide a schedule of hours needed (during reopening phase, drop-in and flex hours are not permitted, full time hours are preferred).

Staff:

- Greet families at the front gate at drop off. (1 staff assigned to drop off duty)
- Provide a brief health screening at the door, including temperature checks (Staff health checks too)
- Maintain small groups and avoid combining groups when possible.
- Offer increased outdoor play time.
- Implement child hand hygiene: at drop off, potty, before/after meals, coming inside, or as needed.
- Staff hands washed at all required times, including when entering or re-entering a classroom.
- Encourage social distancing with gentle phrases such as, “*let’s give our friend a little space.*”
- Masks should/may be worn during shift. Masks required during diaper/potty. Launder child/adult face masks on site daily. Scrubs recommended.
- Sanitize work/meal areas before and after use. Use barriers when possible.
- Follow additional CDC recommendations for cleaning during and at the end of the day.
- Arrange nap mats “head to toe”
- Frequent health checks for one or more of these symptoms (CDC Guidance): • A fever (>100.4 degrees Fahrenheit or 38 degrees Celsius) • Cough • Trouble breathing (rapid breathing or difficulty breathing)
- Be strict about putting mouthed or handled toys into a sealed bin with disinfectant after a child touches the toys

COVID19 Temporary Family Agreement

I, _____, parent of _____ wish to begin attending Greenway Early Learning Center, effective when Lehigh County is in the yellow phase.

The following list is true for my family:

- If I bring my child, it is because everyone in our home is healthy and symptom free, with no known exposure to COVID19
- I will not send my child if they show one or more of these symptoms (CDC Guidance): • A fever (>100.4 degrees Fahrenheit or 38 degrees Celsius) • Cough • Trouble breathing (rapid breathing or difficulty breathing)
- I will bring my phone for Brightwheel signing in and out, or ask teacher to sign in and out
- I will bring my child by 9 am daily (this is to ensure we have staffing for daily health checks)
- I will not enter the classrooms, except for preauthorized circumstances
- I will wait for my child to be screened for signs of illness daily
- Fever reducers will not be given to my child on any day of attendance, regardless of reason for fever reducer
- If my child shows signs of illness during care, I, or an authorized emergency contact, will retrieve my child within 30 minutes or sooner whenever possible
- I will wait my turn to enter the facility, and practice proper social distancing while on school premises
- I will thoroughly wash my and my child's hands before drop off, prior to picking up, and as soon as we return home
- I will not bring extra people onto school premises when dropping off or picking up
- I will follow new stricter guidelines for cubby contents-one or two change of clothing (depending on the needs of the child), one blanket, etc., and I will not allow my child to bring items from home onto school premises. If needed, I will provide a non-permeable bag for storage of these items
- I will send in utensils and cup with lid with my child's lunch
- I will send in 2 snacks plus lunch for my child, in order to support distancing efforts with less grocery runs (this may change back to normal once we get through May)
- I will send in slippers to keep at Greenway, and/or sanitize shoes daily.
- I understand that, to allow for even further distancing efforts, my child will be engaged in outside time for extended periods of time, (weather permitting), and I will provide appropriate outdoor play clothing.
- I **may** provide a cloth mask for my child, to be kept and laundered daily at Greenway.
- I understand failure to follow these new safety guidelines may result in termination of services.

Parent Signature:

Date: