

## *Finding Me Now Learning Center Covid-19 Plan*

We have combined our many efforts in six areas: Concentration on Cleaning, Social Distancing, Health Checks, Entering the Building, Child Enrichment, and Staff Precautions.



- **Concentration On Cleaning**

- All classrooms are cleaned and sanitized routinely as recommended by the CDC
- Frequent front desk staff cleaning of the lobby and lounge, including sanitizing frequent touchpoints of parents and staff every 2 hours
- Mouthed toys will be cleaned and sanitized routinely
- Outdoor equipment sanitized in between groups
- No backpacks or personal items are brought to the center, extra clothes should be brought in a sealed plastic bag



- **Social Distancing**

- To follow the CDC and local guidance for social distancing, we have changed our drop off procedures and limit the number of people allowed in the lobby at once.
- Children remain in the same class groups as much as possible
- Cots are placed head to foot with as much space between as possible
- Outdoor play times are staggered
- Social distancing is practiced during mealtimes when possible, including the elimination of family style dining
- Field trips, public meetings, and classroom parties and events with guests have been cancelled



- **Health Checks**

- All staff and children entering the building will have their temperatures taken by a staff member wearing personal protective equipment.
- Staff members are required to stay home when they are sick
- If a staff member or child has a fever, they must be fever free for 48 hours (without the use of tylenol) before returning to the center.
- Staff members must speak to their director if someone in their household has been exposed, is under a doctor's orders to quarantine, or if they or their family have been exposed in another way.



# Finding Me Now Learning Center

- Staff members are trained to be aware of symptoms they or the children in their class may begin to display, including:
  - Cough
  - Shortness of breath or difficulty breathing
  - Fever
  - Chills
  - Muscle pain
  - Sore throat
  - New loss of taste or smell



- **Entering the Building**

- When entering the building, all adults will be required to sign in on the Covid-19 Sign-In Sheet, verifying that no person entering the building has been instructed to quarantine, nor do they have a member of their household directed to quarantine for exposure to Covid-19.
- Parents are asked to be conscious of keeping 6 feet of distance from any other person while in our building (reminder signs are posted).
- When possible limit 1 family in the lobby at a time.
- Parents of infants and toddlers are permitted to enter the classroom for drop off or pick up.
- Parents of 2 year olds and older should wait in the lobby for a staff member to walk the child to their classroom or bring them out to leave.



- **Child Enrichment**

- Teachers have been provided with resources to focus on social emotional learning needs of children and have age appropriate conversations about Covid-19



- **Staff Precautions**

- Staff members have been trained on teaching, modeling, and practicing handwashing, including washing up to their elbows and other exposed skin
- Face coverings are required, staff members are trained to practice good mask hygiene, including choosing a face covering with a good fit, washing cloth face coverings regularly, avoiding touching your face covering, and safe removal (See CDC's Use of Cloth Face Coverings flyer)
- Vulnerable staff members have been offered alternative work arrangements with limited exposure to the public



July 23, 2020

Dear Families,

We want to thank all of you for your help in taking precautions that keep us all safe. In addition to the current safety measures, beginning July 27th, 2020, all adults and school-aged children will be required to wear a face covering while inside our building in compliance with Governor Holcomb's face covering order. Please read the following information about face coverings at Finding Me Now:

- Adults are not permitted to enter the building unless they are wearing a face covering
- Parents must provide their school-age child's face covering
- It is recommended by Indiana State Department of Health that children 3 and up wear a face covering. If you would like to provide a face covering for your younger child, we will do our best to help them keep it on
- You may also provide a face shield instead of a face covering
- If your school-age child does not have a face covering, then they will not be allowed to stay

Attached to this letter is ***Finding Me Now Learning Center Covid-19 Plan*** which outlines the updated restrictions. Adapting to the use of face coverings for our school-agers will be a challenge for all of us, but we will all work together so we can keep creating exceptional early childhood experiences! Our situation is constantly changing. We are watching the news and announcements from the school systems very closely, and we will communicate updates as soon as possible.

Please sign below to acknowledge you understand and agree to the face covering requirements outlined above, and have received and read the ***Finding Me Now Learning Center Covid-19 Plan***.

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Child(rens') Names

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Signature

Date

Discovering and Affirming Your Child's God-Given Uniqueness