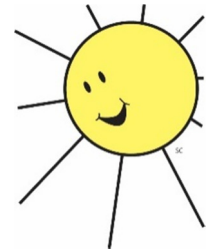


Sunshine Corners COVID-19 Update 1/1/2022



Temporary Hours of Operation: 6:45 am – 5:45 pm

Masks: Masks are required to be worn by all staff, parents and children ages 3 and older.

Drop off Procedures:

- 1) Parents are able to enter the building and drop children off at their classroom. Drop off remains at the front entrance of Sunshine Corners. We are asking that you still be patient and wait outside until the family in front of you moves away from the health screening area.
 - *Drop off exception: TTT parents can use the rear entrance by the TTT room to drop off their children.
 - **If necessary siblings may accompany a parent but must also sanitize/clean hands.
- 2) Making sure masks are being worn, please take your child (and any belongings they have) to the entrance of SC and enter for the medical screening by a designated staff.
- 3) Upon entry please use the hand sanitizer to clean your hands and your child's hands. If you prefer to wash hands with soap and water, that can be done using the boys bathroom after health screening.
- 4) We will take your child's temperature with an infrared thermometer and record the temp. We will ask you if your child is feeling ok or has any symptoms.
- 5) Your child SHOULD NOT attend if he/she has any of the following symptoms: fever of 100.4 or higher, cough, sneezing, wheezing, rash or unusual spots on child's body. They should not attend if there is a positive COVID test with the child or any family member or if there is any contact with anyone who has been exposed/sick with COVID-19.
- 6) Any child with fever of 100.4 or higher will be sent home and asked to be fever free for 24 hours. Any combination of the other symptoms may be a reason to send a child home. It is extremely important that you share accurate information with us. The decision as to whether a child can stay will be based on current information and what you have shared with us in recent days.
- 7) Once the temperature and health screening are completed parents may move to their child's classroom to sign their child in and drop them off.
- 8) Parent sign in sheets will be located at the entrance to the child's classroom. Sign child in and then drop your child off at the entry or inside the door of the classroom.
 - *We are requesting that parents limit visiting inside the classroom and say goodbye near the entrance.
 - **We know you are anxious to be back in the building and we are happy to have you in the building but also want to keep a process that allows families time to drop off in a timely manner and keep some COVID guidelines.
- 9) Parents will exit the building through the play yard door which is the down the hallway beyond the Toddler One room. Only parents will be using that door in the morning hours. Exit through the door and out through the gate in the play yard.
 - *** TTT parents that are using the rear entrance by the TTT room will exit out the same door in the rear of the building.
- 10) If a car seat must be left for a different pick up person, please leave it at the car parking station in the front hallway where it will remain until pick up at the end of the day. Please be sure it is clearly labeled with your child's name.

Pick up Procedures:

- 1) Wearing a mask, please enter through the front entrance, apply hand sanitizer to your hands, check the board in the front lobby to see if your child is somewhere besides their classroom and proceed to your child's room.
- 2) Sign your child out on the parent sign in/out sheet located at the classroom and announce your arrival so the teachers can prepare your child for departure, gather your child and their belongings and exit through the front door.

*We are requesting that parents limit visiting the classroom and having long conversations with teachers.

** If your child is outside, go to their classroom, sign them out, gather your child's belongings, go to where they are outside and leave from that area (tot-lot or play yard exit through gate; outback, walk to car)

Staff: Will enter through a separate entrance and have their temperatures checked upon arrival each day and are accountable for the same symptoms and exclusion policies as the children.

Backpacks/bags and extra clothing: We are allowing backpacks/bags in the center. Your child's naptime things and seasonal changes of clothing will be kept in the backpack/bag. It is very important that your child has extra clothes from home. Sending an extra mask is often beneficial in case your child's mask gets soiled during the day. We do have disposable children's masks available if needed.

Please do not send toys from home. One stuffy/lovey is acceptable for naptime and should be kept in the backpack/bag.

Classroom changes: We are able to have classroom groups the size that DHS has designated as long as we have proper spacing for meals and naptimes for the size of the group in the classroom. We have moved furniture in the classrooms to create more centers and will continue to promote small group play and learning. We will use intentional spacing at tables, in circle times and other times as needed. The numbers of toys in the classroom continue to be decreased so they can all be disinfected at the end of the day. Art supplies will be provided to each child and used only by that child during the day. Soft toys, dress up clothing and soft books have been removed from the classrooms upon CDC recommendation.

Mealtimes: The food for snacks and lunch will be prepared in our kitchen by one person each day. The food will come to each classroom and be served to the children by teachers who are wearing gloves. Staff and children will wash hands before and after eating. Any item on a cart that has been in a classroom will be disposed of or washed and disinfected before the next meal.

Parents of infants will continue normal procedure for bottle preparation each day. Please send these bottles in a bottle bag. Bottles will be placed in the refrigerator until empty at which time they will be returned to the bottle bag and sent home at the end of the day.

Birthday treats may be sent to help celebrate your child's birthday. We are asking that the treat be individually wrapped for each child. We are also a nut free center so no peanuts, peanut butter or other nuts should be in the treat.

Bathroom time: Children will be taken to the bathroom with their class and in smaller group sizes depending upon the time of the day. All staff and children hands will be washed thoroughly and children will stay with staff until all children are done then return to their classroom. Bathroom sinks and toilets will be disinfected throughout the day.

Nap Time: Children will be intentionally spaced 6 feet apart from each other. Naptime items will be stored in backpacks/bags until naptime when they will be used and then returned to the backpacks/bags for the next day. Items will be sent home in backpacks/bags on the child's last day of the week to be cleaned and returned for the following week. Mats and cots are disinfected between uses. All naptime items MUST fit in the backpack/bag that is sent and that bag must securely close. Please keep that in mind when considering what is being sent for naptime.

Outside play: We will encourage outside play and create a schedule for the tot lot and play yard as well as use the surrounding outside play spaces on the property. Staff and children will wash hands when returning from outside play before returning to their classroom. Outdoor play equipment will be disinfected as needed. We will ask that children have appropriate clothing to be outside on a daily basis. Some children get cold in the classrooms so a sweatshirt or sweater may be kept in their backpack/bag to wear during the day.

Cleaning and Disinfecting: Frequently touched common area surfaces will be disinfected regularly; toys and surfaces in classrooms will be disinfected during and at the end of the day.

Daily Communication: All families will continue to receive a daily communication sheet for each child to let them know about their day. In an effort to keep a flow of parents in and out of the building, we will ask that you continue to use the blank portion at the bottom of the communication form to share notes or concerns for your child's teacher each day.

IT IS OUR GOAL to continue to follow OCDEL/DHS/CDC mandated guidelines in order to keep our children, families and staff safe and healthy. We are also working to make the day familiar, fun and educational for your child as we always have. The teachers will write lesson plans and provide activities as normal. Children will have outside play as weather allows.