

Parent Manual Policy Addendum: August 1, 2020

Pandemic Illness Policy

RiverTree Christian School and Childcare Center will adhere to the directives of the CDC and the Stark County Health Department during periods in which a pandemic illness affects our area. Illness that spreads rapidly and can cause severe symptoms is to be treated with great caution.

Procedures:

Check-In and Pick-Up

- Families will be greeted at the Welcome Center check-in desk where a staff member will greet the child(ren) and parent(s)/family members and take their temperature. Parents and other family members will only be allowed inside the child care program if they are wearing masks (as required by the County Health Department). Prior to parents entering the site, a trained staff member will take the temperature of their child(ren) and ask parents the following questions:
 - Do you live with anyone or have you had close contact with anyone who has been diagnosed with COVID-19 within the past 14 days?
 - Do you or anyone in your household have a fever, cough and/or shortness of breath?
 - Do you or your child(ren) have any other signs of communicable illness such as a cold or flu?
- Children and staff will be required to wash their hands immediately upon entering the building and continually throughout the day. When children are received for drop-off, they will be provided with hand sanitizer prior to being brought to their classroom/child care area.
- Upon your arrival to pick up your child, a staff member will take your temperature. You will be provided with hand sanitizer. Parent/family member will only be allowed to the classroom to pick up a child if they are wearing a mask.

Healthy Environment

- We will separate children into smaller groups that fall within state or local guidelines.
- We will not share equipment and will clean equipment between uses.
- All classrooms will remain separated to reduce the number of children in one area and to reduce the possibility of viral transmission.
- Staff will disinfect high-touch surfaces, such as door handles, light switches, faucets, toys and games that children play with at least once daily.
- We will perform an enhanced deep cleaning every night in all areas, on all touched surfaces.
- Staff will have access to anti-bacterial hand sanitizers and disposable gloves and use them as needed.
- Staff will wash/scrub their hands and children's hands a minimum of hourly on a regular basis. Program tours will be given until if the visitor is wearing a mask. Tours will not enter a classroom.

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Meal Preparation & Service

- All surfaces will be disinfected before meal preparation and feedings using CDC- or EPA-approved products.
- All staff will wash hands before and after meal preparation and feeding.
- Each child's meal will be plated and served by staff, instead of served family-style.

Child Health

- Staff will receive education on COVID-19 symptoms as well as preventive measures.
- Children who start to experience symptoms of respiratory illness, including a fever of >100 while at child care, will be isolated from other children until they can be picked up.
- Until further notice, all program field trips will be suspended.

Staff Health & Wellness

- Staff will receive additional training on infection control and workplace disinfection.
- Staff will not share their phone, devices or meal or utensils with one another or children.
- Staff will check their temperature at the beginning of each shift and notify their supervisor if >100 as well as self-monitor for signs and symptoms of COVID-19 and notify their supervisor if any develop (fever or respiratory symptoms).
- Staff will wash their hands immediately upon entering the program and immediately prior to leaving.
- Staff will not be allowed to work if they are feeling ill or experiencing respiratory symptoms.

Tuition:

- Vacation weeks will be allowed to be used by families during this time period.
- If a family comes down with COVID and is isolated, no tuition is charged for that period.
- As long as we are open and your child is in attendance, tuition will be due in full. This includes if we are only open for a portion of a week and need to close for the remainder of the week.
- If you choose to pull your child out and not pay, there is no guaranteed spot upon a request to return.
- Tuition may be suspended with no additional fee, dependent upon family circumstance.

Communication

- If the current situation changes and it becomes necessary to update our procedures or close our program temporarily, we will notify key family contact by email.
- You may follow our social media page <https://www.facebook.com/RiverTree.Christian.School> for late-breaking program updates.
- We may also update you in our school software application: Lifecubby.