

GLCDC COVID-19 Procedures and Guidelines

Effective August 2021

Safety

- In addition to our usual steps for daily disinfecting and cleaning, we will have classroom toys cleaned and rotated every day.
- Every effort will be made to keep children 6 feet apart, when possible (napping, eating, etc).
 - We want children to still be able to play together and build their social skills.
- We are reducing the amount of staff coming and going from rooms. Each room will have designated teachers.
- To reduce interactions between classrooms, classrooms will not be combined at the end of the day, your child will stay in their room for the duration of the day.
- We have designated a staff member who will be dedicated to handling COVID-19 questions, concerns, updates, and reporting for GLCDC.

Mask Policy

- Masks are no longer required for staff or parents while in the building.
- Children do not have to wear a mask while at GLCDC
 - If you would like your child to wear a mask please send one in.

Screening

- Everyone entering the building will be screened for COVID-19 symptoms.
 - Everyone will have their temperature taken when arriving, every day.
 - If someone's temperature is elevated, they will be checked again after 5 minutes. If after 5 minutes their temperature is still elevated (at or above 100.4) they will be sent home, this goes for adults and children
 - The State of Michigan defines a fever as 100.4 or higher.
- Per the State of Michigan:
 - If a staff member or child exhibits multiple symptoms of COVID-19, or you suspect possible exposures, or they test positive, the individual must stay home until:
 - They are fever free for **72 hours**, without the use of fever reducing medication, before returning to the center **AND**
 - Other symptoms have improved **AND**

- At least 10 days have passed since the symptoms first appeared.
 - If a child is exhibiting symptoms of COVID-19 (fever, fever with cough and/or diarrhea) they must be picked up within an hour and meet the State of Michigan's return policy listed above before coming back to GLCDC.
- If any member of your household is experiencing symptoms of COVID-19 we ask that you keep all children home and speak with your physician before bringing your child(ren) in.
- If any child or adult in your household becomes symptomatic or tests positive for COVID-19 you **must** let GLCDC know.
- If there is a confirmed case, we will call the health department and comply with their investigation. They will instruct GLCDC on what to do based on their investigation of the confirmed case.
- **GLCDC will close down again, if needed, based on recommendations from the health department.**
 - In the event of a closure, we will post on the website and at the center. We are currently working on an email listserv for contacting families by email.

Preparing to Return to GLCDC

- If possible, talk to your child about the changes they will experience when they come back to school.
 - Let them know that their teachers might be wearing masks and possibly some of their friends.
- Please bring spare clothes for your child that are weather appropriate.
- Bring in bedding (and a mat, if necessary) for nap time.
- Remember to have everything clearly labeled with your child's name.
- Be prepared for longer drop-offs due to distancing and screening procedures.
 - Also, it may take your child a while to adjust to returning to the center and the new drop-off procedures.
- When you first return, you will be asked to sign a statement that you have received, read, and agree to comply with our current COVID-19 procedures and guidelines presented in this document.

Drop-off and Pick-up

Drop-off:

- When you arrive, please ring the doorbell and we will meet you at the door.

- Parents will not be allowed past the office, the only exception to this is if dropping off at the office is not going well.
 - In the case that a parent cannot drop off at the door, they are allowed to walk their child(ren) to their classroom if they follow the guidelines listed here:
 - i. Must sanitize their hands
 - ii. Do not enter the classrooms, the teacher will meet you at the door.
 - iii. Exit through the side door by your child's classroom, please do not walk back to the main entrance.
- Please *do not* leave your child's car seat at the center.
- To reduce the amount of interactions between staff and parents, we ask that when it is possible, please have just one parent/guardian drop-off and pick-up.

Pick-up:

- When you arrive, please call and a teacher will meet you at the door with your child(ren). A daily note for each child will go home each day so that you can stay informed about their day.
 - Don't hesitate to call during the day to check in on your child(ren)!

Other

- Parents *will not need* to sign their child(ren) in and out every day.
- We will be using Venmo for contactless credit card payments, no slip necessary.
 - Send your payment to GLCDC
 - There is no fee for using a debit card, bank account, or Venmo balance. There is a 3% fee (from Venmo) for using a credit card.
- Checks and cash payments will still be accepted
 - If paying by cash, please use the cash payment station by the office
 - i. Count out the amount with Miss Patty or Miss Rebecca
 - ii. Place the cash in an envelope
 - iii. Write the amount, your name, the child's name, and the days being paid for.
- To encourage social distancing and reduce the possibility of spreading COVID-19, there is a 18 child limit, **per day**, for Ram's Club this summer.
- We will still have fun, in-center activities such as baking, art day, movie day, etc.

- Please limit the amount of items your child(ren) brings in with them each day. We ask that you disinfect the items at home before bring them to the center.
- In order to reduce the possible spread of COVID-19, please don't move your child(ren) between camps/other schools and GLCDC in.

All of us at GLCDC are excited about reopening and seeing all of our wonderful families again! We appreciate your patience as we make adjustments and manage uncertainties surrounding COVID-19. Please note that all of our changes are to protect families and staff.