

CoVid Addendum to the 2020-2021 Parent Handbook

1. At this time we are not allowing parents beyond the lobby. This is a requirement of the state of Texas. Parents will sign their child in at the table where they will be screened and then taken by a staff member to their classroom. This year we are NOT allowing backpacks. If you have a note for the teacher, the staff member will deliver it along with your child. If there is an emergency requiring parents to enter the center they will need to wear a mask, wash their hands and have their temperature taken first.
2. In addition to screening temperatures you will be asked the following questions:
 - a. Do you or your child have fever or any signs or symptoms of a respiratory infection, such as a cough, shortness of breath or sore throat?
 - b. Has your child been in contact within the last 14 days within with someone who has a confirmed case of CoVid 19, someone who is investigation for CoVid 19, or someone who is ill with a respiratory illness?
 - c. Has your child been out of the country in the las 14 days?

When you sign your child in each day you are affirming the answer to these is no. If you can answer yes to any of these questions, please discuss it with the director.
3. **Your child must be present by 8:30 at the latest each day.** We will not have staff available to screen and deliver them to rooms after that point. If you have a doctor appointment or other extenuating circumstance please let us know ahead of time. Please reserve
4. For noon pickup, your child will be brought to you in the lobby.
5. At 4:00 and 5:15 pick up, weather permitting, we may be on the playground. If the weather is bad, the children will be in the Great Hall, Glass Room or their classroom. In that case you will come to the lobby to sign them out and they will be brought to you. For the children's safety on the playground, **your child will be brought to the gate for you.** Please do not enter the playground area. Remember to sign out your child with initials and time. Please do not double-park in the circle drive.
6. Items such as silkies, taggies, stuffed animals, or other "lovies" from home are not permitted.
7. The blankets and pillows will be sent home weekly for 5 day a week students and every other week for 2 and 3 day week students for laundering.
8. We will not have children bring backpacks this year. Infants and Toddler 1 students may bring diaper bags/backpacks with their daily supplies. Extra clothes will need to be sent in a gallon sized baggie labeled with their name. Each child will need 2 complete changes of clothes. This is 2 shirts, 2 pants, 2 pair of underwear, 2 pair of socks. If you have extra shoes to send that is great, but is not required; however, know that if they have an accident that soils shoes we will call you to bring another pair. We will send the clothes home at the change of seasons to be swapped out.
9. Children in 2, 3, and 4 year old classes will drink out of open cups that are washed in our dishwasher. Toddler cups should have flip tops with fully enclosed spouts or straws. If they bring milk in one for lunch, they will need another one for water. Toddler 2 children may bring their extra cup in their lunch kits. Their cups will be sent home daily to be washed.

10. We will still allow parents to bring treats for birthdays, but at this time they need to be individually packaged and store bought.
11. If, during the day, any of the following symptoms appear children will be separated from the rest of the people in the center. You will be contacted, and the child **MUST** be picked up from the facility within 20 minutes of being notified.

Symptoms include,

- i. fever of 100 degrees Fahrenheit or higher
- ii. dry cough
- iii. Shortness of Breath
- iv. Chills
- v. Loss of taste or smell
- vi. Sore Throat
- vii. Muscle aches
- viii. Diarrhea
- ix. Headaches

While we understand that many of these symptoms can also be related to non-COVID-19 related issues we must proceed with an abundance of caution during this Public Health Emergency. These symptoms typically appear 2-7 days after being infected so please take them seriously. **Your child will need to be symptom free without any medications for 72 hours before returning to the facility.**

12. If your child comes in contact with someone who has confirmed CoVid 19, or who is being investigated for CoVid 19 parents should *notify the school immediately*. Children who have been in contact with someone who has a confirmed case of CoVid will need to quarantine for a minimum of 14 days. We will follow the guidelines of the local health department for when children may be allowed to return. Children who have been in contact with someone who is being tested will need to stay home until the test is negative. We will follow the guidelines of the local health department for when children may be allowed to return. Tuition will not be refunded for absence due to these reasons.
13. If there is a significant increase of cases in Rusk County or if a child or staff member of FUMC Preschool tests positive for CoVid 19, the board of directors will meet and determine if it is in the best interest of the school to remain open while following the guidance of the local health department. If the preschool has to close, tuition refunds are not guaranteed. The board will meet at the end of each semester to determine if funds are available to refund tuition either partially or in its entirety in this case. Please know that we will strive to be as fair to our families as possible, but we need to remain solvent in order to have a school in the future for you to return to. I hope our actions in the spring with full refunds showed you that we will do whatever we are able to do in order to help families.

14. If the public schools close, the board will meet to determine if it is prudent for the preschool to remain open. The governor may also deem that the preschool should only be limited to certain students. In this case as well, tuition refunds are not guaranteed. The board will meet at the end of each semester to determine if funds are available to refund tuition either partially or in its entirety in this case.

15. All information in this document is subject to change due to guidance from the governor, the state licensing department of Child Care Regulations, or the decision of the board of directors. Parents will be notified when there are changes.

Parents and or legal guardians must initial, sign, and return the attached acknowledgement and disclosure forms.

COVID-19 PUBLIC HEALTH EMERGENCY
SPECIAL PROGRAM ATTENDANCE
ACKNOWLEDGMENT AND DISCLOSURE

Please read and initial each statement below. This will be kept on file in your child's folder.

1. ____ I understand that during this COVID-19 Public Health Emergency I will NOT be permitted to enter the facility beyond the designated drop-off and pick-up area. I will wear a mask when I enter to sign my child in or out. I understand that this procedure change is for the safety of all persons present in the facility and to limit to the extent possible everyone's risk of exposure. I understand that it is my responsibility to inform any Emergency Contact persons of the information contained herein.

2. ____ I understand that IF there is an emergency requiring me to enter the facility beyond the designated drop-off and pick-up area I MUST wash my hands before entering and wear a mask. While in the facility I must practice social distancing and remain 6ft from all other people, except for my own child.

3. ____ I understand that to enter upon the facility premises my child must be free from COVID-19 symptoms. If, during the day, any of the following symptoms appear my child will be separated from the rest of the people in the center. I will be contacted, and my child MUST be picked up from the facility within 20 minutes of being notified.

Symptoms include,

- fever of 100 degrees Fahrenheit or higher
- dry cough
- Shortness of Breath
- Chills
- Loss of taste or smell
- Sore Throat
- Muscle aches
- Diarrhea
- Headaches

While we understand that many of these symptoms can also be related to non-COVID-19 related issues we must proceed with an abundance of caution during this Public Health Emergency. These symptoms typically appear 2-7 days after being infected so please take them seriously. Your child will need to be symptom free without any medications for 72 hours before returning to the facility.

4. ____ I understand that my child will be required to wash their hands using CDC recommended handwashing procedures throughout the day using warm running water and rubbing with soap for at least 20 seconds.

5. _____ I understand that outside of care, in order to control my child's exposure in the community, I will comply with any and all state, county or local guidelines and will practice healthy habits such as washing hands frequently while not at the center
6. _____ I will immediately notify First United Methodist Church Preschool management if I become aware of any person with whom my child or I have had contact exhibits any of the symptoms listed in Number 3 above and is advised to test for COVID 19, self-isolate, quarantine, or has tested positive, or is presumed positive for COVID-19.
7. _____ If my child comes in close contact with someone who has lab-confirmed COVID 19, they will not be allowed to attend and we will self-quarantine for 14 days from the last date of exposure. I understand that tuition will not be refunded in this case.
8. _____ If anyone in our household is being test for COVID 19, I will notify the school and keep my child home from school until there is a negative test result. I understand that tuition will not be refunded in this case.
9. _____ I understand that while present in the facility each day my child will be in contact with children, families and other employees who are also at risk of community exposure. I understand that no list of restrictions, guidelines or practices will remove 100% of the risk of exposure to COVID-19 as the virus can be transmitted by persons who are asymptomatic and before some people show signs of infection. I understand that I play a crucial role in keeping everyone in the facility safe and reducing the risk of exposure by following the practices outlined herein.
10. _____ I understand that if there is a significant increase of cases in Rusk County or if a child or staff member at First United Methodist Church Preschool tests positive for COVID 19, the board of directors will meet and determine if it is in the best interest of the school to remain open. I understand that full refunds of tuition are not guaranteed in this case.

I, _____ certify that I have read, understand, and agree to comply with the provisions listed herein. I acknowledge that failure to act in accordance with the provisions listed herein, or with any other policy or procedure outlined by First United Methodist Church Preschool will result in termination of services. I acknowledge that care for my child will be terminated if it is determined that my actions, or lack of action unnecessarily exposes another employee, child, or their family member to COVID-19.

Child's Name: _____

DOB: _____

Parent's Name: _____

Parent Signature

Date