



The Learning Experience Updated Center Policies and Guidance

Updated March 17, 2020

The health and well-being of our children, our teachers and employees, and our centers are always our highest priority. We continue to monitor and adhere to all guidance from the Centers for Disease Control (CDC) and the U.S. Government to ensure we're taking all necessary preventative measures and acting on each directive that affects any TLE center. We will update our policies and share information as it becomes available.

COVID-19 Precautionary Guidance for Centers

If any member of your household has, or has been in close contact with anyone who has:

- a suspected or confirmed case of COVID-19 (for example – close contact at school, work, religious service, social gathering)
- recently traveled to and/or returned from a **Level 3** area as designated by the CDC

You must remain home for the accepted 14-day quarantine period and provide a physician's release before returning.

If, at the end of this 14-day period, no household member has experienced any symptoms, return to the center is allowed. If any household member does experience symptoms during that 14-day period, you will need to confirm that there is no continuing risk of exposure before returning to care.

Updated TLE Center Drop off and Pickup Procedure

To continue to ensure the safety of the children and staff in our schools that remain open, we are issuing new guidance and procedures that we are implementing, **effective immediately**:

Until further notice, and to provide the safest and healthiest environment, the only people allowed into TLE centers **beyond the lobby area** will be:

1. Enrolled children
2. Active TLE staff and franchise owners
3. TLE regional support staff
4. First Responders supporting an emergency (Police, Fire, EMT's), Child Care Licensing, and Child Protective Services



In order to support this directive, we are instituting the following procedure as it relates to **drop-off and pick-up at TLE centers:**

- ***Drop-off and pick-up of children will happen in the vestibule/lobby areas and will not extend beyond the door in the lobby leading to the classrooms. Teachers and staff will coordinate this process with you for effectiveness.***

TLE Child Illness Policy

Our corporate policy states that any child that is sick or shows symptoms of illness while in the school will be immediately separated from others into our Bubbles' Zen Den Infirmary and parents will be contacted to return to the school and take the child home. Anytime that children are feeling sick, they should be kept home from school until they are well. This will allow them time to feel better and will reduce the risk that they might infect others. Children must be fever free for 24 hours and have a doctor's note confirming they are not contagious before being allowed to return to school after any illness. Keeping children home when they are sick is critical to prevention.