

## Family Policies relating to COVID-19 precautions

### Addendum #1 to the TLC Family Handbook

- We request that all adults and children older than 2 years old wear a mask when arriving to the center.
- Staff will conduct health questions and a temperature check before students enter the building. We will need to exclude any child and staff member with a cough, fever over 100.4 F, rash, symptoms of inflammatory illness. Has your child been in contact with anyone diagnosed with COVID-19 for 10 minutes or more? In order to keep all of our families and staff safe and healthy, we will rely on families being truthful and letting us through email, phone calls, or Brightwheel if someone in your household becomes newly diagnosed with COVID-19.
- Children that are excluded due to illness will need a doctor's note to return to childcare.
- We cannot accept toys or food from home.
- We are requiring families to provide at least 2 changes of seasonal clothing upon returning to the center.
- Families can supply a mask for their child older than 2 or we will supply one, label it, and wash it on site daily.
- We will supply nap material and wash it on site as well.
- If throughout the day, your child is exhibiting any symptoms of illness, we will keep them separate from the other children in our "sick room" by the gym with a teacher. You will be called regarding your child's symptoms and we will need a contact person on the Emergency Contact form, to pick up your child.
- We will provide hand sanitizer upon entering our building to students that are 2 years old and older. Our hand sanitizer will be at least 60% alcohol and used only under adult supervision. The permission form is to be signed by parent. \*
- We will need every family to keep their child's Emergency Contact form updated with current phone numbers and a trusted alternative to pick up.
- Every family will be assigned a door to enter for drop off and pick up. Families will stay outside of the building unless by appointment or to have a meeting. During pick up procedures, families will ring the bell to alert the staff that you are picking up. It may take a little bit of time prepare your child to end their activity and collect your child's belongings. We will do our best to be speedy!
- We plan to have our students outside more often. If you'd like sunscreen applied to your child, please send in sunscreen labeled with your child's name. A sunscreen permission form will need to be signed.
- Payments will need to be made by handing in a payment in a labeled envelope with amount and child's name (no more than \$20 cash), or taking advantage of our automatic payment system (please ask for a form).
- Classroom toothbrushing will be on hold until COVID-19 is no longer a concern in our community. With this in mind, please have your child brush their teeth before they arrive to school.

\*As CDC and our own guidelines are updated this set of policies will continue to be updated and shared with all of our families.