



PLANTING SEEDS OF HOPE
CHILDREN'S CENTER

Policy Updates Effective 6/7/2021

We thank you for allowing us to continue to be a part of your child's early education. We appreciate all you do, and continue to do, to support our ministry. Below are policy updates in response to COVID-19 updates and will be in place until further notice.

Hours of Operation

Our hours of operation will be changing and will be effective starting on 6/7/2021. **Monday-Friday 6:45am-5:30pm**. Please be sure that you arrive in time that your child is out of the center before 5:30pm. These hours of operation will be our permanent hours.

Drop Off / Pick Up Procedures

When you arrive please ring the doorbell, once. When asked please state your child's name and what you need. For instance, "Loreen Smith, dropping off Patsie for the Toddler classroom". A staff member will then allow you access into the building, if allowed. We are a locked facility to keep the children and staff safe. **DO NOT ALLOW ANYONE ACCESS TO THE BUILDING, ONLY STAFF CAN ALLOW ACCESS!** We ask that anyone entering the building do a self wellness check at home prior to arrival. Of course if anyone is sick, they may not enter our Center. When entering the building please hang up your child's coat on their labeled hook in the downstairs hallway and walk with your child to their classroom door. If your child is enrolled in Preschool/Pre-K you will need to walk them upstairs to their classroom. Infant and Toddler children will wash their hands once in their classroom with staff assistance. Preschool & Pre-k children are to sanitize their hands with the provided sanitizer, located outside their classroom door prior to entering the classroom. Please have the adult open the door and announce to the staff your child is present. (We encourage the children to never open our doors for safety.) We are asking all parents to not enter the classrooms. Please note that it is required that children wash their hands/sanitize (depending on the age) when dropping off & leaving the center. If you arrive and the children are on the playground, please do NOT enter the playground. The CDC and ODJFS recommend that the same person pick up and drop off each day. We understand that may not be feasible, but if possible that is ideal. Only one person is to accompany the child in the building. For instance, both parents do not need to drop off/pick up only one. As always please do not leave any young children alone in a vehicle. Please keep social distance from other families and staff, at all times. At drop off/pick up a child must be accompanied by an adult at all times. Please remember to have photo identification when picking up a child. We appreciate your patience at peak drop off and pick up times so the children can safely enter or exit our building.

Outside Food

No outside food will be permitted to be brought into the center unless it is required as a dietary restriction. For those children with milk allergies or food allergies your substitutions will still be required. Substitutions due to preference will not be allowed at this time. Please be sure to feed your child breakfast at home.

Items from Home

One breathable small blanket (for ages 1+) may be dropped off with your child on their 1st day of attendance. The blankets will stay at the center and be laundered by the center. No pillows or toys permitted at all. A swaddler or sleep sack (ages under 1) can be brought in and will also be laundered at the center. No other items permitted.

Masks

As of 6/2/21 anyone entering the center is not required to wear a mask. Unvaccinated populations are encouraged to wear a mask and be socially distant. Please be sure to discuss this with anyone who is picking up or dropping off your child. The CDC states that children 2 and under should NEVER wear any type of face covering. For children 3 and older, we do not require or recommend that your child wear anything that covers any part of their face.

Payments

Families are required to pay at drop off on your child's first day of attendance, each week. Cash, check, money order, or mailed bank checks are accepted. At this time we will require that all payments be put in an envelope or zipper bag labeled with your child's name and amount in the envelope/bag. Please do your best to remember this policy, but envelopes will be available if needed. In the event of illness, full payment is due except for an extended illness. An extended illness is considered to be an illness that keeps the child out of the center for more than five consecutive weekdays. Half payment is required for extended illness to maintain the child's spot. Please remember to call off your child. If this policy is not followed repeatedly, a \$5 fee will be added onto the weekly account.

Response to a Positive COVID-19 Test









In the event that a child or staff member is diagnosed with COVID-19 the Center will contact the local Health Department and our ODJFS by the next business day for instructions on how to proceed via state law. We will work with our local health department and take all recommended steps to ensure the safety of our children enrolled and our staff. Families will also be notified of any positive diagnosis and told of the regulations put into place. This may include possible classroom/center closure. Please be prepared and have an alternate care plan in place for required closures due to COVID-19, as there may be short notice of unexpected closures.

Exclusion from Care

New regulations from the CDC and ODJFS require us to implement a strict illness policy. If your child has a fever of 100 degrees or higher they will not be permitted to attend and sent home immediately. The child must be fever free without the use of fever reducing medication for 36 hours. This will be strictly enforced with no exceptions (even a doctor's slip). In some circumstances, depending on symptoms, a doctor's excuse may be required to return after the 36 hour fever free

period has been completed. In addition to your child's health, if anyone in the child's residence has a fever or other COVID-19 symptoms, keep your child at home as a precaution. In the event that the child's sibling or other person that resides in the child's residence has a fever or other COVID-19 symptoms, please contact the center **BEFORE** bringing your child for the day to discuss the situation. This discussion must take place with Administration (not other staff) prior to arrival for care to be approved or denied. Any notification attempted at drop off will be denied.

If your child or anyone in the child's home has been exposed to, tested, diagnosed, or urged to self quarantine due to COVID-19 you **must** notify the center **immediately** via phone (330-832-8812) or email (fbcseedsofhope@gmail.com). The Center must then follow the restrictions that will be given to us from our local Health Department. Due to the seriousness of COVID-19, any family that does not follow, or purposely withholds health information, will be immediately removed and unenrolled from the center. The health and safety of our staff, children, and families are our number one priority. Please help us keep everyone safe during these unprecedented times. Please see the chart below to help you to know when to keep your child home:

When Should I Stay Home?							
I have been exposed to COVID-19	I have a cough/runny nose	I have a fever	I am vomiting	I have diarrhea	I have a rash	I have an eye infection	I have been in the hospital/stat care
							
Self-quarantine and seek medical attention	Runny Nose / Cough	Temp of 100° or higher within the past 36hrs	Within the past 24hrs	Within the past 24hrs	Body rash	Redness, itching, and/or pus drainage from eye	Hospital stay and/or emergency/stat care visit
I am ready to go back to school when I am...							
Released by my medical provider to return	Free from runny nose/cough or have been evaluated by my doctor if needed	Fever free without the assistance of medication for 36hrs (i.e., Tylenol, Motrin, Advil)	Free from vomiting for 24hrs	Free from diarrhea for 24hrs	Free from rash and/or have been evaluated by my doctor if needed	Free from drainage and/or have been evaluated by my doctor if needed	Released by my medical provider to return

****If your child has strep throat or another bacterial infection, he/she should stay home until the antibiotic has been given for at least 24hrs and your health care provider has given permission for your child to return. We encourage you to seek medical attention when your child is sick and to follow your health care provider's recommendations about returning. Please communicate with us of any diagnosis, so we can comply with our health requirements.****

*If you have specific questions about these policies, please send your questions and/or concerns to fbcseedsofhope@gmail.com Thank you for helping us maintain a safe environment for the children we serve!