

Northminster Christian School

May 15, 2020

Dear Parents and Guardians,

Our NCS leadership team has decided to open a Summer Session on June 1st through July 31st. In response to COVID-19 and following the Center of Disease Control and Prevention (CDC), the AZ Department of Health and our local Pima County Health Department guidelines, we have tightened our regular protocols. The health and safety of our students, staff, and families is a high priority issue. We are asking all parents and caregivers to be especially vigilant in assessing the health of their children and themselves. We reserve the right to excuse any child from the center if they appear to have any symptoms that may be connected to any illness. We plan to err on the side of caution to protect everyone. We ask any of our families to immediately disclose possible contact with or exposure to COVID-19 (occupational contact, social or familial contact or travel related contact.) We reserve the right to make decisions at our own discretion for the health and safety of everyone. For the sake of respecting others we ask you that you keep you and your child at home if you develop symptoms that are potentially COVID-19.

We ask that you read these new protocols and sign that you have read and are willing to comply. Thank you for helping us keep your children and our beloved staff as safe as possible. We will continue to update these as needed.

COVID-19 Protocols Summer 2020

Hours- In order to accomodate for more cleaning time for staff we will be reducing our hours of operation from 7:30am until 5:00pm.

Ratios- We will be reducing ratios to no more than 10 per classroom including the teacher. Children will be with their teacher and group for the whole day with

the only switch being for before care and after care needs. The children will only play on the playground with the group of children they are with.

Masks- Teachers will be using masks with the children at all times. We will not be asking children to use masks, but if a parent would like their child to wear a mask we will support it.

Strict Drop Off Times- We will ask that your child is dropped off within 15 minutes of their paid time. No earlier and no later, (for before care between 7:30-7:45am, regular start time 8:45-9:00am) Due to new protocols needed for temperature checks, we will not be accepting children after 9:00am.

Drop Off Procedures- You will be met at the North gate by a staff member. We will check your child's temperature. If their temperature is 100.4 or higher they will be sent home. The thermometer will be wiped down with an alcohol swab after each use. Additionally, if they are showing any signs of illness they will not be allowed on campus for the day. The staff member will then take your child to wash their hands at the sink and to class. You will say goodbye at the gate. We ask that only parents pick up and drop off as the more family members we have doing this the more potential exposure we have.

Pick Up Procedures- Pick up times will also be more strict as a staff member will be there to help facilitate the pick up. For students who leave at 12pm we ask that they be picked up between 12-12:15pm, for 2pm students 2-2:15pm, for everyone else pick up between 4-5pm.

Sign in Books- Our staff will now be signing in your child each day upon arrival. You will need to sign our new sign in and out permission form in order to allow for this.

Hand Washing and Hygiene- We will continue with the hand washing protocols that we have been using including washing at arrival, before and after eating, after bathroom usage, and if they have touched anything that requires washing again. Gloves will be used for diapering, wiping noses and helping with food serving.

Eating Times- We are going to work hard to keep children's personal belongings as separate as possible. We are asking parents to make sure their child's lunch

box has at least one ice pack to keep their items cold. We will no longer be doing a snack bin, water bin, or be using reusable cutlery and dinnerware.

Classrooms- Our teachers will be cleaning spaces more frequently using a checklist provided to us by the Pima County Health Department.

Playground- The playground equipment will be cleaned daily.

Sick Area- If a child shows any signs of sickness we will have them stay in Room 1 with a staff member. Parents/guardians must pick them up as soon as possible. The class who was with that child will use our vacant classroom for the remainder of the day.

COVID-19 Positive- If we have a positive case of COVID-19 in our center we will follow the CDC recommendations which include:

- Reporting to the Pima County Health Department
- Closing off area where the person was
- Waiting up to 24 hours at minimum before cleaning and disinfecting
- Cleaning and disinfecting all areas the person used
- We have one vacant room on campus at all times for use if there is a positive case.

Staffing- We will have an additional staff on board in case there are teachers out sick.

Simplifying Classrooms- Classroom set up has been simplified to mitigate shared touched items and distancing.

Orientations- We will hold a zoom call for parents to go over these protocols and allow for questions.

Cleaning Agents- We will be using a bleach solution to disinfect areas and toys. This will not be done with the children nearby. Clorox Wipes will be use for highly frequented areas such as door knobs, table tops etc for a quick clean as needed. Hand sanitizer and hand soap for hand hygiene.

High Risk/Vulnerable Populations- It should be noted that if you, your child or a family member is considered high risk or in a vulnerable population please consult your doctor for recommendations before returning to school.

Price Increase?

Thank you for your diligence and help as we work together to keep us all healthy and safe.

A handwritten signature in black ink, appearing to read 'Amy Baum', with a long horizontal flourish extending to the right.

-Amy Baum
Director

I have read the following protocols.....

Parent Name

Signature

Date