



DATE: May 6, 2020

TO: ZLS Extend Care Parents

RE: COVID-19 Guidelines/Requirements

As you have been informed, the Zion Lutheran School Extend Care (daycare) will be reopening Monday, May 11, 2020. The health & safety of our children & staff is a top priority. To help mitigate the spread of the COVID-19 in our facility, below are listed some reminders and/or important changes that need to be followed during this time. These guidelines are based on CDC (Centers for Disease Control and Prevention) requirements/mandates:

- Entry into the school will only be through the main school door on the far southeast side of the building (the one with the Zion Lutheran School sign on the building beside it). The door will be locked throughout the day; thus, you will need to ring the bell when dropping off or picking up your child so that a staff member can acknowledge your arrival.
- While parents will need to bring their child into the building, parents will be limited to only the atrium (office lobby area) of the school to limit the spreading of germs. There will be tape on the atrium area floor to designate the six feet apart stance for social distancing. Please follow these taped directions.
- Parents should sanitize their child's hands once arriving in the building. A hand hygiene station will be set up at the entrance to the facility for this to be done.
- Each child's temperature will be taken upon drop off each day before you leave. If a child presents a temperature over 100 degrees Fahrenheit, the parent/guardian will be asked to return home with the child.
- Children who are sick should remain at home until they are fever free for 24 hours without fever reducing medications, as well as free of other symptoms of diarrhea and vomiting for at least 24 hours from the last episode.
- Upon arrival, an extend care staff member will make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing, fatigue, or extreme fussiness, and confirm with the parent that the child is not experiencing coughing or shortness of breath.
- Staff will change children's clothes if secretions are on the child's clothes at any time during the day. Thus, parents should provide a minimum of two or three changes of clothes for each child. Put these clothes in a sealed bag and mark with the child's name. Dirty clothes will be sent home with the child when picked up and parents need to bring in another set of clean clothes the next day.
- Staff members will be wearing face coverings and, if possible, children should also wear face coverings within the facility. If you feel your child can/should not wear a face mask, please sign the attached statement indicating that. Children that will be wearing a face mask need to bring their own mask with them. These should be labeled with their name and if it is of a cloth material you should wash it each night or if it is a disposable face mask a new one should be

brought each day. While we know it may be difficult to keep a face mask on some of the younger children, it would be great for older children too.

- Please bring your own pen for signing your child in and out. If you forget one, a pen will be provided and sanitized after each use.
- Children should not bring in any toys from home as a precautionary measure by our facility to make sure germs are not transmitted to others. School facilities will be sanitized each day, including toys used by the children.
- Children will be encouraged and instructed by staff members to use proper health etiquette (i.e.: covering coughs & sneezes with a tissue or sleeve and washing hands after, washing hands with soap & warm water often throughout the day, etc.).
- If a child gets sick while attending extend care, they will be isolated immediately, and their parents/guardians will be called to come pick them up right away.
- Children taking a nap (2 & 3 year old's) will be on cots that are spaced out as much as possible (ideally 6 feet apart) and will be placed head to toe, to further reduce the potential of viral spread. Personal blankets & pillows will be stored in separate containers/totes over night; however, parents are required to take these home for washing/cleaning on the last day of each week that their child is in attendance.
- At snack & lunch times children will be directed to wash their hands prior to and after. They will also be arranged at tables every third chair apart and not across from each other.
- Children (2 years of age) that are still in diapers will have their hands washed prior to and after diapering. The staff member will be wearing gloves when cleaning the child & replacing soiled diaper with a clean one. The diapering station will be cleaned & sanitized after each diaper change.
- As a parent/guardian, you need to let us know immediately if a household member or your child has come into contact with someone who has been tested positive with COVID-19 so that appropriate action can be taken. Also, the child will not be allowed to come back to extend care until after two weeks of being symptom free.
- Also, as a parent/guardian, you need to be prepared if our facility must be temporarily closed for safety/COVID-19 risk reasons. We pray this does not happen, but just in case!

As always, we appreciate your support & cooperation, but especially through this crucial COVID-19 Pandemic time. Your assistance in helping us to deal with these health concerns is very crucial to the well being of everyone. Also, the children's reactions to this event will be influenced greatly by how we react to these unusual circumstances; thus, let us all remain calm, respectful, empathetic, and inclusive while advocating for ourselves and others.

Please contact me if you have any questions or concerns regarding any of this.

Thanks & Blessings,

Roy S. Stuckwisch, Principal
rstuckwisch@zionseymour.org
812-522-5911 Ext. 713

Jesus said: "I am the vine; you are the branches. If a man remains in me and I in him, he will bear much fruit: apart from me you can do nothing." John 15: 5