**COVID 19 MITIGATION**

* We will have reduced hours to keep staff limited
* No more than 10 children in any classroom with up to 4 staff members.
* The cost for care during this time will be by age, see attached fee schedule
* Children may be in a mixed-age classroom.
* Children might not be assigned to their previous classroom or with their current teachers.
* Every effort will be made to continue to move children to get them back to their age group and teachers as our enrollment continues.
* Priority enrollment will be given to families of essential workers currently enrolled at CFC.
* After serving current CFC families and because we have been encouraged by our regional center to offer care to new children of essential workers, we may open our enrollment to the community.
* It is up to the family to declare themselves as essential workers. The governor has identified those occupations in his stay at home order which can be found on line.

**Sign in and out Process**

* Parents will sign in and out at tables in front of the office. Parents will not be allowed into the building.
* To sign in and out, park your car. At the office door you will sign in/out**. Please bring your own pen**. Please provide social distancing when signing in and out from other families. A staff member will take or bring your child to/from the office door. . Facial covers should be in place at this time for adults and as appropriate for students (see below). This may take extra time, so be prepared.
* When signing in, both the drop- off person and the child’s temperature will be checked with a no-touch thermometer. If the child or drop off person that has a 100+ temp the child will not be accepted. We ask you to be honest with us about any fever-reducing medication your child may have taken. We will also be looking for coughs, runny noses and other signs of illness. Children with symptoms will be excluded from our program for 72 hours symptom free without the use of medicine.
* We require that you notify us if anyone in your household is currently or becomes sick.
* The same health screenings will also occur for each teacher/staff .
* These policies are in place to help stop the spread of the Covid-19 virus.

**Classroom policies**

* Stable classrooms have been defined by the public health department as a group of children no larger than 10 that remain together for the week. Classrooms equipment/furniture will be rearranged in the classroom to create social distancing areas and children will be reminded of social distancing rules. To the best of our ability we will keep children apart.
* Each class will be assigned their own bathroom and play yard time.
* Rooms and equipment will be continuously cleaned by classroom staff during the day and by our regular night staff. We will have regularly scheduled handwashing throughout the day.
* Napping children will be placed 6 feet apart in their classrooms OR 3 feet when sleeping head to toe.
* Staff will be given a cloth face covering to wear throughout the day.
* Children under the age of 2 may not wear face coverings. Children 2 – 5 may wear face coverings while under supervision of staff. Children in our school age program must bring a face cover with them and will be instructed by staff when it is necessary for them to wear them. This would be when being in close proximity to others in unavoidable. Parents must supply the face covering; there are lots of tutorials online on how to make your own face covering.
* Children need to bring their personal belongings each day in a bag, backpack or other container.
* Children will need to bring their own lunch. We will have coolers in each classroom for lunches. We will provide am and pm snacks. Milk will be provided for lunch.
* **Children need to bring their own labeled reusable water bottle.**
* If children become sick during the day, they will be immediately isolated and a parent will be called to come pickup the child. Health Department will be called and we will follow their instructions on how to proceed.

**Remote Learning for school age children during the school year.**

* As you can imagine, it will be difficult to provide one-on-one help with our school age children that are experiencing remote learning.
* We will do our best to help students with their classwork and homework.
* Children may bring their own tablet, iPad or laptops to help them. Please bring headphones or ear buds for electronic devices. Label everything. The CFC will not be responsible for the loss or damage of these items.
* Any information that you can provide the teacher about your child’s individual remote learning needs/schedules etc. will be helpful.

**Summer Day Camp**

* Our day camp will reflect recommendations from the LA County health department.
* We will not be able to go on field trips like we have in the past but we hope to take advantage of hiking trails, open park areas etc. We will have extra on campus activities.
* Children will be allowed to bring electronic devises and we will have specific times that they can use them. While we try to limit the use of these we understand that they will be helpful this summer.

**Other guidelines**

* The LA County health department will be contacted upon illnesses being reported and we will follow their instructions.
* Families will be notified should any child, family or staff are being tested or are confirmed positive based on County Health department guidelines.

**There may be other regulations or policy the administration deems necessary for the health and safety of children, parents and staff. Therefore, our policies and procedures may be subject to change.**

Pat Chambers

Director

June 2, 2020