

Policies and Practices for Operating School during the Pandemic 2020-2021

1. FECC Children Academy and Summer Program will continue to provide services for the summer of 2021.
2. We will follow the guidelines from CDC, Federal, State, local Health Agencies, and Local Child Care Licensing division.
3. Operation hours: 8:30 AM to 5:30 PM, Monday through Friday. NO EXTENDED DAY CARE PROVIDED.
4. Arrival and sign-in procedure:
 - a) All parents and children must wait in line 6 feet apart outside the facility for screening. Series of questions will be asked during the screening process.
 - b) Sanitize your child's hands and your hands before entering for screening.
 - c) Children with temperature 100.4 F and above will not allow to stay.
 - d) Once your child passes screening, you can sign-in with your own pen and then leave the facility through a designated exit way. WE DO NOT PROVIDE PENS FOR SIGN-IN. Allow yourself some time for screening process to take place every morning.
 - e) Only children can enter through the main hallway door and be escorted by our staff into the classroom.
 - f) The same parent/caregiver should drop off and pick up the child every day, avoid designating those at high risk (Grandparents over age 65 and or people of all ages with underlying medical conditions).
 - g) Children who have fever in the last 24 hours and has used fever reducer in the last 24 hours will not be allowed to attend school.
 - h) All staff of FECC will also follow this screening process daily before they enter the facility.
5. Our staff will monitor every child throughout the day for sign of illness; we will send home children with temperature 100.4 F and higher, cough, or other COVID-19 symptoms. Parents need to come and pick up your sick child right away after receiving our notification. Your sick child will be isolated while waiting to be picked up.
6. Sick children and staff must stay home in isolation and not return to the childcare facility for a minimum of 10 days after onset of symptoms AND until their symptoms have improved AND they are free of fever for at least 72 hours without fever-reducing medication. Guidelines from DPH website: <http://publichealth.lacounty.gov/acd/HomeinIsolationenCoV.pdf>
7. Anytime when you pick up your child please give us a call from outside the facility, and we will designate a staff member to escort your child out to the waiting area.
8. Group size and Staffing:
 - Children will remain in small group with the same teacher throughout the same day. (Group size does not exceed 10 per group)
 - Children from the same family will place in a same group.
9. Classroom Space/Physical Distancing
 - All people including children ages 2 and above are required to wear a face cloth covering when arriving at FECC.
 - Classroom's furniture will be rearranged and play spaces will be redesigned to maintain 6 feet of separation.

- Napping cots will be placed 6 feet apart, with heads in opposite direction with 3 feet apart.

We will use opportunities to reduce time spend indoors by bringing children outside, weather permitting while maintaining physical distancing.

- We will offer more opportunities for individual play.
- Each child will have a box to him/herself for their own pencils, crayon, makers, glue, and other school supplies.
- Each child will also have some toys provided by us in the box. **NO TOYS FROM HOME ARE ALLOWED.** There will be **NO** sharing of toys.
- We will also use tapes, yarn, and carpet square to create individual space for each child to maintain social distancing.
- Children 2 years old and up will need to wear face cloth covering throughout the day in the facility with adult supervision.
- All windows in the classrooms will be opened during the operation hours to increase air low.
- **NO** personal items from home are allowed except pillows and blankets that can be washed.

10. Mealtimes

- Children will be spread out to ensure adequate spacing.
- Children will practice proper handwashing before and after eating. We will only use paper goods and disposable utensils.
- We do not allow food sharing or touching each other's food.
- We will ensure that meals are provided in individual portion and are delivered by staff wearing gloves.
- **DO NOT BRING FOOD FROM HOME FOR SHARING.**

11. Hygiene

- We will implement and enforce strict handwashing guidelines for all staff and children. Wash hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels to dry hands thoroughly.
- We will reinforce healthy habits and monitor proper handwashing before and after bathroom time.
- Bathroom will be sanitized after each use. All handles, toilet seat, and faucet will be sanitized after each use.
- No brushing teeth during class time.
- Our Staff will constantly remind children to avoid contact with one's eyes, nose, and mouth, and use tissue to wipe their nose and to cough/sneeze inside their elbow. Model and practice handwashing before and after eating, after coughing or sneezing, after playing outside, and after using the restroom.
- All personal items such as extra clothes, pillow and blanket must be labeled with your child's name and stored in a bag that can be closed tightly and will be separated from others.
- All Pillow, bed sheet, and blanket will be sent **HOME TO WASH DAILY.**

12. Cleaning

- We will introduce fresh outdoor air as much as possible, by opening window before children arriving. Replace and check air filter and filtration system to ensure optimal air quality.
- We will frequently clean and disinfect all high-touch surfaces, such as, sink knobs, toilets door handles, tables, door handles. (We have designated staff responsible for routinely cleaning, sanitizing, and disinfecting the site daily).
- We will sanitize and clean all toys after use.
- Outdoor play equipment will be disinfected thoroughly between use by different groups of children.
- Only cleaning products that are approved for use against COVID-19 on the EPA approved list are used.

13. All Staff are trained on the following:

- Enhanced sanitation practices
- Physical distancing guidelines
- Use of face coverings
- Screening practices
- COVID-19 specific exclusion criteria

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I, _____ parent of _____
has read all the policies and practices of FECC Children Academy and FECC Summer Program,
and have agreed to follow all these policies and practices while my child/children are enrolled
in the programs offered by FECC. I also understand that FECC reserves the right to refuse
service when:

- Failure to abide FECC Children Academy and FECC Summer Program policies and practices by parent or child.
- A child is repeatedly having difficulty following the guidelines on social distancing, maintaining hygienic practice, and thus can impose a risk to someone's health.
- Physical or verbal abuse to other children or staff by parent or child.
- A child is repeatedly picked up after stated closing time (5:30 PM).
- The director and the school officials at their discretion believe that the continued service is not the best interest of the child and or FECC.

I agree not to send my child/children to FECC Children Academy/FECC Summer Program if someone at home is diagnosed with COVID-19 or have symptoms of COVID-19 within the 14 days. I also agree to follow the guidelines by CDC or LA Department of Health before my child/children can return to FECC. I will keep my child/children at home if they fall sick.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk I or my child/children may be exposed to or infected by COVID-19 by mere presence within this establishment and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 may result from the actions, omissions, or negligence of me, my child/children, and others, including, but not limited to, employees, and program participants, and their families. I hereby release the enrollment of my child/children in this program from any and all claims arising from or in connection with any direct COVID-19 impact while attending FECC Children Academy or FECC Summer Program.

Signature: _____ Date: _____

Print name: _____

Address: _____

Emergency contacts: 1. Name and phone: _____

2. Name and Phone: _____ 3. Name and Phone: _____