

## School Year 2020-2021 Family Guidelines

To remain a safe place during current health concerns, we are putting the following guidelines into place to help provide a safe environment for you, your children, and our staff. Together with the CDC and the Minnesota Department of Health, we will continuously work to follow their guidance. The regulations are constantly changing, so we encourage you to check <https://www.stdavidscenter.org/preparedness-plan/> for our most updated protocols.

### Arrivals and Departures

- Please pull up to the curb for your child's arrival and departure.
- **If there is a line waiting at the curb**, please park in your classroom's designed parking spot (see map on page 4)
  - Blue: Classroom 137 and 138
  - Yellow: Classroom 200 and 201
  - Green: Classroom 204 and 202
- A staff member will approach your car to receive your child(ren) and sign them in. Your child will be brought into the building with a small group of children and dropped off with their teachers.
- If an ECE staff member is not outside for arrival or departure, please call 952-548-8777 and an ECE staff member will come out and bring your child to and from the classroom.
- We will provide you with a sign with all approved pick up persons for your child. Please place this sign on your dashboard in your car.
- Staff will be wearing masks during arrivals and departures.
- Each day at arrivals, parents will be asked to answer the following questions:
  - Does your child have the following symptoms? Fever of 100.4 or higher, new onset and/or worsening cough, difficulty breathing, or new loss of taste or smell OR at least two of the following: sore throat, nausea, vomiting, diarrhea, chills, muscle pain, excess fatigue, new onset of severe headache, new onset of nasal congestion or runny nose?
  - In the last 14 days, has your child been directly exposed to a person (within 6 feet for a prolonged period, typically 15 minutes or more) who has tested positive for COVID-19?
- If answering positively to either of the questions, your child will be unable to participate in programming and may return according to the following parameters:
  - **Illness:** After 10 days past when symptoms appeared or 3 days with no fever and improvement of respiratory symptoms, whichever is longer.
  - **Exposure:** 14 days past exposure to someone who has tested positive for COVID-19

### Illness

- Throughout the day we will monitor your child's temperature.
- If a child presents the above symptoms, they will be separated from the group, and we will ask that you pick up your child immediately.
- If a child presents any of the symptoms at school, children may return to St. David's Center according to the same parameters listed above.
- Please note that any cough (mild or otherwise) can be cause for exclusion.
- **COVID-19 Related Illness:** To ensure the safety of each child and family, please notify Matt McNiff ([mmcniff@stdavidscenter.org](mailto:mmcniff@stdavidscenter.org)) if you, your child, or anyone in regular contact with your child has been exposed to COVID-19.

### Classroom Updates

- 5 Mixed Age Classrooms (Ages 3-5).
- 1 Toddler Classroom (starting at 16 months)
- We have created schedules for shared spaces to stagger the use of these play spaces (ie gyms, playgrounds).
- Each classroom will have 10-13 kids per day
- **6 Hour Families: Your arrival and departures times are 9:00am-3:00pm**

### Withdrawal Policy and Sick Policy

- St. David's Center requires written notice to withdraw from the program. Official forms can be requested by contacting the Assistant Director at 952-548-8771. A full month's notice must be given prior to the first of the month, otherwise full tuition for the current month within which the notice occurred and the following month will be charged. For example, if notice is given on July 15, tuition will be owed for the remainder of July as well as August. To withdraw at the end of July and not be charged for August, notice must be given by June 30. Full monthly tuitions are required for any withdrawal.
- If a teacher, child, or someone a child interacts with regularly has or is exposed to COVID-19, The Minnesota Department of Health will provide guidance on what steps must be taken. This may include two weeks of self-isolation for some or all of the children in the classroom or program. **If this occurs, we will be unable to refund tuition for any missed time due to our limited financial capacity during the COVID-19 pandemic.**

### Personal Items

- Please leave all personal items at home.
- Nap Items: Please leave a full set of rest time items at school (please limit this to one blanket and/or sheet, a small pillow if desired and something your child likes to cuddle).
- Staff will be laundering items weekly, and more if needed.

### Other Changes

- Children 5 years of age and under are not required to wear a face shield or face covering in a childcare setting.
- Children age 2 through 5 years who can reliably wear a face covering or face shield in compliance with CDC guidance on [How to Wear Cloth Face Coverings](#) may do so. This means they can wear it without frequently touching or removing it.
- Our teachers are role modeling and reviewing hand washing procedures and assisting children with handwashing as needed.
- We will continue our enhanced efforts to sanitize and clean all high touch areas within our schools.
- All field trips and non-essential visitors are on hold currently.

### Additional Guidelines

- Please review [St. David's Center COVID-19 Preparedness Plan](#) and know that these guidelines are consistently changing so we will stay in consistent communication if the changes are pertinent to families and programming.

- Please practice social distancing when outside of St. David's Center.

**Please sign and date below indicating you have read and understand these policies.**

Parent Name: \_\_\_\_\_ Child's Name(s): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_