MEMO

20-21 Guidelines & Procedures for Placement due to Covid-19 for Phase 1 or 2

Parents should keep students at home that are exhibiting any symptoms such as cough, shortness of breath, sneezing, runny nose, fever or vomiting and/or diarrhea in the last 24 hours.

If you or your child have been exposed to someone with a confirmed case of COVID-19, you must notify your Site Director immediately.

Students will be required to have temperatures taken upon arrival at the site. Students with a temperature above 100 will not be permitted to attend that day. Any student who displays any of the above symptoms while in our care will be required to be picked up immediately. If a student displays one mild symptom, the student would be required to stay out for 24 hours. The student could return if the symptom went away, provide a doctor’s note or a negative COVID test. If a student displays two or more symptoms, is picked up early due to symptoms or is quarantined, the parent must have a doctor’s note releasing the student to return, a negative COVID test or the student must quarantine for 14 days.

Please note that you will be required to pay for the entire week regardless of the number of days your child attends. The 20-21 charge is $85.00 per child with additional siblings at a weekly rate of $42.50 during Phase 1 and $51 per child with additional siblings at a weekly rate of $25.50 for the three days the children are not in school. AM Care is $5 per child and PM Care is $7 if needed in Phase 2. The sibling discount also applies as well. A $5 late payment fee will be assessed for all payments made later than Monday or the first day of attendance.

Fees will be assessed to your child’s account on Monday of each week. Payment for weekly fees are also due on Monday. Failure to pay weekly fees on Monday will result in termination of child care services.

Parents are strongly encouraged to make payments online. There will be a $3 convenience fee associated with all credit/debit card payments. If you need assistance with your online account, please call our office at 893-3530 and someone will assist you.

To opt out, you must email the Site Director notifying them of this change so that your child’s account is not charged.

Children will be required to maintain social distancing guidelines which includes staying six feet apart and wearing a mask. Students will be required to wash their hands or use hand sanitizer numerous times throughout the day.

A lunch from School Nutrition will be provided each day. Lunches that require refrigeration must be placed in a cooler with an ice pack. Please clearly label your child’s belongings. Refrigerator and microwave use will not be available. Water fountains will not be accessible. It is recommended that children bring a water bottle with their name on it.
MEMO

Each site has a schedule in place with time set aside for asynchronous learning. Children are responsible for logging in to any scheduled Zoom class. Please know that it is our desire to work with each individual student to participate in their scheduled online classes, however, it may not be feasible in our child care setting. We will work to the best of our ability to assist your child. Children must know how and when to sign in to their programs. We will have time set aside to work on other school work as well as doing our normal activities included but not limited to outdoor play, arts & crafts activities, STEM activities, group games, etc. For specifics on our schedule, please contact the Site Director.

Electronic devices will be allowed for personal school use only, not to be shared. Cell phones will not be permitted. Toys and sports equipment from home will not be allowed.

Pickup/Drop Off Protocols
Pickup and drop off will occur outside the facility unless a change is necessary. You will still be required to buzz in and a staff member will meet you at the door. Please come prepared with your own ink pen to use for the safety of the staff and children that we serve.

SACC hours of operation are from 6 am – 6 pm. If you arrive after 6 pm, you will be charged an additional fee of $5 for each 15 minutes per child, or a portion thereof, after 6 pm. Children who are repeatedly picked up late are subject to disenrollment from the program.

Please note that our community’s understanding of COVID-19 is rapidly changing and that our operation of SACC is subject to change from time to time.

I understand this is a voluntary placement for my child for Phase 1 or Phase 2 and I understand the risks associated with my child attending the Child Care Program.

I have read and agree to the terms of this memo.

Signature:________________________________________ Date:________________________

Children:__________________________________________________________________________________