



Early Learning Office

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www.kencrest.org



VISION:

KenCrest is a safe place for children, families and staff. We support the physical and emotional needs of children, while we also support the needs of families. Our programming is committed to encouraging children to grow and thrive.

The new Coronavirus (COVID-19) is still active in our community. As we prepare to reopen our Early Learning program, we have taken many steps to prepare our environment while also supporting children, families and staff in as safe a way as possible. We have several strategies to:

- **Manage** the number of contacts for children and staff (consistent teachers and groups, no outside visitors)
- **Minimize** “contact intensity” (how long people are together close to each other)
- **Maximize** mitigation (distancing, mask wearing, hand washing, cleaning)

Maintaining a safe and clean environment with regular disinfecting is a priority for us in order to keep everyone safe. We would like to update you on some changes that you and your child (as well as staff) will experience as we reopen our program.

CLEANING:

In preparation for re-opening, we have cleaned our program sites thoroughly, including:

- Washing all the rugs
 - Stripping and waxing floors
 - Cleaning windows
 - Cleaning air systems and testing the water
 - Cleaning toys, surfaces and high traffic areas.
- We have developed a checklist for cleaning “high-touch” areas as soon as the building opens, and we have been implementing this disinfecting every time we are in the buildings.
 - This summer, we will have a full-time staff person designated at each center for continual cleaning of high-touch areas through the day.

FACE MASKS:

- **"My mask protects you, your mask protects me."** The virus can be spread between people interacting in close proximity – examples, speaking, singing, eating or sneezing. You could spread COVID – 19 to others even if you do not feel sick or have symptoms.
- All staff in Early Learning Programs are expected to wear masks while at work. Everyone who enters the building must have a mask on.
- **Children and Masks:** Children are not required to wear masks while in school. Teachers will be supporting children to learn about masks, and practice wearing them so that when they go out in public where masks are required, they have some skills to participate. We are asking families to send in a mask that their child is comfortable with so we can use that at different times of the day. Please write your child’s name on the brown bag the mask comes to school in, as well as on the mask in permanent marker.

PARENT GUARDIAN AGREEMENT:

We are implementing the Philadelphia Department of Health Parent Guardian Agreement. This agreement outlines the expectations of what to do if your child is sick, or if someone in the household becomes sick with COVID-19.

PICK UP AND DROP OFF:

It is very important that we take extra precautions to ensure this illness does not continue to spread. Some precautions will impact our pick up and drop off procedures. We are following the state and local guidelines that **no visitors (including families) are allowed in the building.** This reduces the exposure to other families. There will be a zone designated for pick up and drop off. Please remain in your appropriate zone.

In order to make pick up and drop off process as speedy as possible, please review the following steps:

1. We ask that you have the same person pick-up (as well as drop-off) your child, if possible. Only one adult from the family should escort a child, and this person will be expected to answer the daily screening questions before the child can be admitted to the program.
2. Temperature checks for children, using a no-touch thermometer, and a visual health review will occur at drop off.
3. All families will be asked a series of questions as recommended by the Philadelphia Department of Public Health. (see attached screening tool).
4. All adults (staff and parents) **MUST** use face coverings. This protects you and staff.
5. All adults (Staff and parents) must maintain six feet distance from other adults during pick up and drop off. If other families are dropping off or picking up at the same time, families are expected to distance six feet apart from each other.
6. Consistent staff will greet families at drop off and pick up. Children will be escorted to and from the building to reunite with families in the designated pick up zone. We will be confirming the hours of care you will be needing, and a new fee agreement form will be provided. We are using the fee agreement to help us plan the consistent staff needed for pick up and drop off.
7. Please call the center if you are expecting to arrive earlier or later than expected.
8. We will be transitioning to a “scan-sign-in” and “scan-sign-out” process to minimize contact for families and staff. In addition, we will be transitioning to an electronic daily note to update families on the child’s day and to minimize paper.
9. Children will immediately wash their hands upon entering the school building with staff. At pick-up – children will wash their hands before being returned to the family.
10. Please limit your pick up and drop off to only child(ren) in your household. This reduces the exposure to other families.