

## **Berkshire Heights Health and Safety Procedures Covid-19 Response**

The safety of the Berkshire Heights children has always been our number one priority. To give you peace of mind and adhere to important guidelines, we will be implementing the following safety measures based on guidelines and recommendations from the CDC, DHS, and the State of Pennsylvania.

**New summer hours of operation: Monday through Friday 7 am – 5:30 pm.**

1. New drop off procedures includes a daily health assessment and temperature check for children.
2. Children will have their temperature taken each day upon arrival. A child with a temperature of 100°F or higher will be asked to return home until they are fever-free for 72 hours.
3. As always, if your child is sick please do not send them to school. Symptoms that will exclude your child from care are as follows: fever 100°F or above, a rash of any kind, vomiting, diarrhea, new cough, complaints of shortness of breath, complaints of headache or complaints of sore throat.
4. New drop off and pick up procedures:

### **Drop off:**

Drop off your child between 7:00 am-8:30 am.

Adults dropping children off after 8:30 am will need to ring the doorbell and wait for a staff member to meet them at the door.

Adults must wear a mask during drop off and pick up.

Only one adult is permitted to enter the lobby at a time, to drop off their child. A staff member will meet you at the door. Daily temperature checks will be taken upon arrival as well as daily health assessment questions. Children will be escorted by a staff member to their classroom.

Families arriving at the same time are asked to wait outside the building while maintaining proper social distancing guidelines until permitted to enter the lobby.

### **Pick up:**

Ring the doorbell, then identify yourself and your child. A staff member will bring your child to you at the door. Please be prepared to show ID if required. If multiple families are picking up at the same time, please maintain social distancing guidelines while waiting. Only one family permitted at the door at a time.

5. Berkshire Heights staff will undergo a health screening and temperature check prior to the start of their shift. Face masks guidelines will be followed for staff when social distancing cannot be practiced. Throughout the day, staff and children will practice proper handwashing protocols. We are not requiring the children to wear a mask. However, you may send your child to childcare wearing a mask.

6. Here are some ways we're keeping your child safe: classrooms will operate with reduced numbers, children will remain in the same classroom with the same staff throughout the day, each classroom is

assigned their own bathrooms, children will rest 6 feet apart, each classroom has an assigned time for outside playtime and gym use with cleaning occurring between classrooms.

7. We have cleaned and disinfected our facility. We will continue to follow stringent cleaning procedures for proper disinfection of our spaces and high touch areas using CDC approved cleaning products. Our spaces will receive enhanced cleaning throughout the day and night.

8. Staff will ensure that children are practicing proper handwashing procedures. Children will wash their hands with soap and water or hand sanitizer – with permission when soap and water are not available.

- Upon arrival
- Before and after meals
- After toileting
- After outside play
- Any other times as needed

9. As always, individual cubbies are assigned and labeled to store each child's items. Parent communication will occur through emails and phone calls.

10. The staff has been trained on childcare safety protocols, especially cleaning. We will continue to monitor guidance from the CDC, DHS, and the State of Pennsylvania and will revise our safety protocols accordingly. Families will be notified of any updates.

11. A check drop box will be located in the lobby for payments or they can be made online through the district's online student payment portal.