



St. Marcus Child Care COVID-19 Addendum

St. Marcus Childcare has been following the Department of Children and Families, the Centers for Disease Control and Milwaukee Health Departments recommendations for operating its childcare center safely. We ask you to take the time to read through the following statements that we have put into place. The following list, while not exhaustive, outlines the key safety precautions St. Marcus childcare is adopting in its efforts to mitigate the spread of the COVID19 virus, protect staff and students, and provide a safe, caring in-person learning environment for all of us. We will continue to monitor the Covid 19 spread in the Milwaukee area and will continue to follow the recommendations of the Department of Children and Families and Milwaukee Health Department until vaccines are widely available for the K3 age group. While vaccines are not required for our staff, they are encouraged, and we have several staff members who have already been vaccinated.

- 1. Temperature and symptom checking.** All St. Marcus staff will commit to a daily health screening and will NOT be permitted at the center if they display any symptoms. Parents should screen children at home for symptoms before arrival at the center. Any child who has a fever of 100.4 or any other signs of illness will not be admitted into the facility. Parents and adults are asked to wear masks and maintain social distancing from other groupings of parents and children when they arrive with their child to the front of the building and to bring their child to door #1 for Glosson and Harps classes (Off of Richards) and to the back parking lot (off of Hubbard Street) door outside of the K3 classrooms for Kemp and Buford for ease of flow while social distancing upon entry. To limit the amount of visitors in the building, after a child is signed in they will be escorted by a staff member to their classroom. Children will wash their hands immediately upon entry into their classroom.
- 2. Updated hours of operation.** Due to the following recommendations from the Department of Children and Families and the CDC, St. Marcus childcare has updated its hours of operation to be: 7:30am-8:00am Drop off, 8:00am-3:15pm is the length of our program day. More information will be coming out about aftercare closer to the start of school. The following guidelines were used in that decision making; keep groups together throughout the day and do not combine groups (at opening and closing); maintain the same groups from day to day. The same child care providers should remain with the same group each day.
- 3. Revised visitor policies.** For the first two weeks childcare children may be walked to their classroom door by a parent or family member wearing a mask. After the first two weeks, we ask parents to be limited to the front office.
- 4. Masks.** All unvaccinated K3 staff and students are encouraged to wear masks at all times. Unvaccinated children will be expected to wear a mask at all times except when eating and napping. Masks will be worn for recess if it is not possible to maintain six feet of social distancing outdoors. If your child has a medical condition, mental health condition, developmental disability, or are otherwise covered under the Americans with disabilities that

excuses them from wearing a mask, the center must be made aware in the event of an emergency and the health condition must be noted on the child's health history form.

5. **Social distancing.** St. Marcus childcare is implementing the following social distancing guidelines: childcare classrooms will maintain the same groupings each day and the same childcare providers each day. Group sizes have been decreased to better accommodate social distancing. All special events and field trips have been postponed. All group activities such as specials that previously required students to travel throughout the building will be done within the classroom. Recess and the use of gross motor spaces will be limited to one class each with disinfecting done in between. In addition, during learning centers and activities, group sizes will be limited. Teachers will utilize carpet squares in addition to their classroom carpets to help maintain social distancing.
6. **Personal belongings.** Children may bring to the center a backpack and a sweater or jacket as well as appropriate weather clothing. All personal belongings will be placed in a large Ziploc bag that will hang on their hook everyday so that no personal belongings are touching another child's. All personal items such as toys/ stuffed animals, blankets, or anything a child may want to take out of their book bag to show other children should remain at home.
7. **Increased cleaning and sanitation.** Special attention by all is required to ensure frequent disinfection of high touch surfaces. For example, teachers have a cleaning and disinfecting schedule for high touch point areas in their classrooms and will be sanitizing and disinfecting frequently throughout the day. Considerations have been made to remove all toys that cannot easily be sanitized.
8. **Rest time.** Teachers will come up with a cot schedule and use the same sheet, blanket and cot for every student. Cots will be spread out six feet apart, as space permits, with students positioned head to foot to limit their exposure to one another. Children will not be allowed to bring any personal items for nap time. Sheets and blankets will be laundered, and cots sanitized.
9. **Staff and student illness.** To identify and isolate any illness as quickly as possible comprehensive processes and procedures have been developed for staff and student illness. Designated staff will track, communicate, and advise appropriate steps following CDC guidelines for ill staff and students. Procedures have been placed for communicating with families regarding illness and next steps for safety and protection.
10. **Meals.** Staff will ensure that children have washed their hands prior to and immediately after eating. In addition, staff will wash their hands before serving food. Each child will be provided with individual meals and snacks. Meals will NOT be served family style. Children will be provided with disposable drinking cups for water and will NOT be drinking from a water fountain. To minimize contact with surfaces existing water systems have been disengaged and touchless water fountains have been installed.

11. **Increased hand hygiene.** Staff will be frequently enforcing hand washing and sanitizing by students, leading by example. Touchless hand sanitizers for adult use will be installed on every classroom entry and major space area (gyms, offices). Staff will oversee children washing their hands upon classroom entry, before and after meals, after using the restroom, blowing their nose, coughing or sneezing and after recess or sharing of items. Staff will remind children to avoid touching their eyes, nose or mouth with their hands.
12. **Childcare and St. Marcus School wide activities.** The childcare and school has decreased, as much as possible, and stopped activities that involve mixing groups in the school buildings but will explore virtual opportunities.
13. **Dismissal.** A check in with students will be done at the end of your child's day to see how they are feeling. For the first two weeks, parents will be able to pick up at the classroom door at 3:15pm from Kemp and Buford. Harps and Glosson will be lined up in inside of door #1 inside the main entrance of the school. Please remember to maintain social distancing from others. Your child will then be brought outside by one of their teachers.
14. **Recess.** Staggered use of playground space/equipment along with cleaning and disinfecting between each use.
15. **Isolation room:** If a child or staff member develops symptoms of COVID-19 (fever of 100.4 or higher, cough, or shortness of breath) while at the facility they will immediately be separated from others until the person displaying symptoms can leave the facility. All children **MUST** be picked up within one hour of displaying symptoms and staff calling to notify parents and caregivers. Staff will notify their licenser of a potential COVID case. Parents or caregivers must inform the center immediately if the person is diagnosed with COVID-19. If the child or employee tests positive, we will contact our local public health department and notify our licenser.



Return this Copy to St. Marcus

Daily Health Screening Commitment: We ask that you commit to reviewing the following health screening questions before you and your student(s) arrive at school each morning. If you cannot answer yes to each of the questions below for each of your students, please call the school office immediately at 414-539-4843 **AND** report their symptoms.

- a. My student(s) do not currently have, nor have they had a temperature over 100 degrees in the past 48 hours and they have not taken medications to lower their temperature.
- b. My student(s) do not currently have, nor have other potential symptoms of COVID-19, such as cough (new onset or worsening of chronic cough), shortness of breath, fever, chills, sore throat, runny nose, muscle pain, headache, and/or new loss of taste or smell.
- c. My student(s) have not been in contact with someone with a confirmed case of COVID-19 in the last 14 days.
- d. My student(s) are not, nor anyone in their household, in the process waiting for COVID-19 test results.

B. If you think your students have been exposed to COVID-19, please call the school office at 414-539-4843.

Please return this completed form to St. Marcus on or before the first day of on-campus instruction. If you have questions or concerns, please contact Rachel Guenther at 414.403.8959 rachel.guenther@stmarcus.org
Retain the top portion of this flyer for future reference.

I, _____, have read and agree to follow the Safe Guidelines and commit
(Parent/Guardian Name - Please print)
to performing the Health Screening daily before taking my student(s) to St. Marcus.

Student	First Name	Last Name	Grade Level	Teacher
1.				
2.				

Parent/Guardian Signature:

Date:
