



ATTENTION PARENTS!

As you know, the last few days and weeks we have undergone what they are calling a pandemic. We are now in crisis mode. At this time, we are asking all parents to remain outside of the second door. Please proceed one at a time to swipe and drop off your students. We are including a list of changes below. Please know this is being put into place to continue to provide a safe and healthy learning environment for your child/children. As we continue to move forward through this crisis, please know our policy change. Should there be any other updates, we will notify you immediately. Once again, I apologize for the inconvenience and know that we have you and your family's best interests at heart.

New Temporary Hours – In order to allow time for social distancing and sanitizing, please see new hours: 7:30AM-5:20PM M-F Please have your child/ren checked in before 8:30AM

The child care program will be opening in phases.

June 1 Phase 1 - Wichita and Affiliated Tribes and entities Employees

June 8-Phase 2 - Other Tribes Employees

June 15-Phase 3 - Community

Social Distancing Strategies: Child Care classes will include the same group each day, and the same teachers will remain with the same group each day. All special events will be canceled or postponed, such as: birthdays, festivals, holiday events, and special performances. Class size will be limited to 8 and 1-2 teachers. Four infants in each classroom.

Parent Drop Off and Pick Up: Parents will be allowed to enter first door into lobby. 2nd door entry is not allowed for parents. This is to ensure the health and safety of children and staff inside the facility. 1-2 teachers will greet parents and children in lobby as they arrive and make temperature checks. Any child or staff with a temp of 100.4 F or higher will have to remain home for 72 hours without any fever reducer medication and can return with a doctor's note stating they can be at work or in group care. Teachers will also sanitize the lobby and any devices after each parent. Sanitizer will be available in the lobby, next to parent sign in monitor.

Parents/guardians will sign children in on ProCare monitor. Teachers will use sanitary wipes to clean monitor after each use.

Parents will be required to answer a check list of questions concerning possible contacts with COVID-19 – the questions will be verbally asked by teachers in the lobby.

Staff will be provided with and required to wear masks or shields in all common areas and classrooms.

Masks will be available, but not required, for all children 2 and older.

Children will receive hand sanitizer from teachers and will be taken to wash their hands when they enter the classroom.

Do not bring your child or children if they have had a fever, diarrhea, vomiting, or cough (main symptoms for COVID-19).

All teachers and children will be checked at the door before beginning their day- again at 10 and 2pm. Any authorized personnel or essential workers that enter the building will have their temperature checked.

Clean and Disinfect: Toys that can be put in the mouth will be cleaned and sanitized. Other hard surfaces, including diaper changing stations, door knobs, light switches, and floors will be disinfected after each use and throughout the day. All items that cannot be easily sanitized such as stuffed animals will be removed from all classrooms.

Intensify cleaning and disinfection efforts: We will be following CDC Guidelines as well as OKDHS Licensing. Playgrounds will be power washed and disinfected daily. Daily schedule is modified to allow staff time to thoroughly clean all areas. Programs will be deep cleaned once a week.

<http://www.okdhs.org/OKDHS%20Publication%20Library/14-05.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>

Disinfect Bedding: We will be following CDC Guidelines as well as OKDHS Licensing. All bedding will be washed and disinfected daily. Parents will be asked to not send any personal items.

<http://www.okdhs.org/OKDHS%20Publication%20Library/14-05.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>

Washing, Feeding, or Holding a Child: We will be following CDC Guidelines as well as OKDHS Licensing.

Prepare by using gloves when washing or feeding children.

Soiled diapers and wipes will be removed immediately.

It is important to comfort children. For protection, staff will wear oversized shirts-long sleeves-hair up and off the collar in a ponytail. PPE Gowns will be available.

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Healthy Hand Hygiene Behavior: We will be following CDC Guidelines as well as OKDHS Licensing. All children, staff and volunteers engage in hand hygiene at the following times:

When entering the lobby of the program

When they enter the classroom

Before and after preparing food or drinks.

Before and after eating or handling food

Before and after diapering

After using restroom or assisting children in the restroom

Handling garbage-playing outdoors-coming in contact with bodily fluids

Hand sanitizer will be available in the lobby and in various areas of the facility.

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As Much Outdoor Air will be provided as possible (e.g. open windows, fans, outdoor time)

Food Preparation and Meal Service: Staff will serve children in classrooms. We will not serve family-style. This will eliminate the sharing of utensils. Food will be pre-packaged or frozen and re-heated.

Vulnerable/High Risk Groups: Based on currently available information and clinical expertise, older adults and people of any age who have serious underlying medical conditions might be at higher risk for

severe illness from COVID-19. To protect those at higher risk, it's important that everyone practices healthy hygiene behaviors.

Staff members or teachers age 65 or older, or with a serious underlying health conditions, are encouraged to talk to their healthcare provider to assess their risk and to determine if they should stay home.

Please know this is a learning process for us. Be patient and respectful and we know that it will be sometimes difficult for you. Feel free to call if you would like to check on your child, and know we love and are protecting them while they are in our care. We will get through this together. Thank you so much for trusting and allowing us to care for your child/children.

Best Wishes