

Dear Carousel Parents,

As we are quickly approaching our re-opening date we would like to inform you of some additional safety protocols and parent expectations during the COVID-19 pandemic. These protocols and expectations follow the guidelines of the CDC and the Indiana Family and Social Services Administration. Parents wishing to view the guidelines in full can find the resource linked at the bottom of this letter.

The Center will be open from 7:00am to 5:00pm the week of April 27, 2020 to May 1, 2020.

Safety Protocols: following guidelines from CDC and Indiana FSSA

- Children must be dropped off & picked up at the front door. An employee will be stationed at the door in the morning for drop off. For pick up, a staff member will meet you at the door with your child.
- All children will have their temperature taken at the door. Any child with a temperature of 100.4 or higher will be sent home. *Please do not give your child medicine for a fever before they come to the Center.*
- Children will immediately wash their hands upon entering the Center.
- All staff members will wear sanitized cloth masks at all times.
- Children 2 years of age and older will be provided a mask to wear.
- Children with coughs and excessive runny noses will not be able to attend.
- Any child or employee who become sick will be sent home. Children who become sick will be moved to isolation until someone arrives for pickup. We ask that you pick your child up immediately.
- Please have children wear freshly laundered clothes each day.
- Staff and children will wash hands frequently.
 - Commonly touched surfaces and high traffic areas will be sanitized frequently.
 - Hand sanitizer has been purchased and will be in all classrooms.
 - Toy choices will be limited and constantly cleaned and disinfected.
- Social distancing strategies will be implemented.
 - A separate classroom for the children of healthcare workers and other first responders has been established.
 - Playground times have been staggered to reduce the number of children exposed to each other. Playground equipment is sanitized frequently.
 - Naptime cots will be further spread out with children placed head to toe.

Parent Expectations: following guidelines from CDC and Indiana FSSA

- **Drop off time is between 7:00am and 9:30am. Please do not drop off after 9:30am. Please pickup by 5:00pm every evening.**
 - Please maintain space of 6 feet. Only 1 parent should drop off/pickup at a time. If a parent is inside the vestibule, all other parents should wait on the marked X's outside or in their vehicle.
 - Ideally, the same parent or designated person should drop off and pick up the child every day.
- Parents are not allowed into the building. Only the vestibule to sign in.

- Parents are encouraged to wear masks when dropping off and picking up your children.
- Children with long hair should have it pulled back in some fashion.
- Please provide at least 2 changes of clothes to leave with your child at the Center. If a child has bodily fluid on their clothes they will need to be changed immediately. This includes school age children.
- Bedding must be washed and returned to the Center **every day.**
- Update your emergency contact phone number with the staff and add any additional pick up persons as needed.
- Communicate with the staff about your child's weekly attendance.

During this time it is crucial that our families are following our safety protocols and parent expectations to help everyone stay safe and healthy.

Additional details about the safety protocols and how we are implementing them can be found here:

https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html?deliveryName=USCDC_2067-DM25771#parent

We look forward to seeing all your smiling faces next week!

Thanks,

Melinda Cole

Melinda Cole
Director
Carousel Play & Learn Center