

Amendments to CVPS parent handbook due to COVID-19 Pandemic

Effective August 2020 until further notice

All amendments are in accordance with mandates by Community Care Licensing, San Diego County Department of Health, State of California, CDC and best practice recommendations by NAEYC & CAEYC. They are subject to change at any time with little to no notice. Some policies may be modified or lessened before others.

Please read each line carefully and initial on the designated line. Please return the initialed copy to CVPS (must be received before your child can begin attending). A copy will be available on our website at all times for quick reference. These are amendments made to our standard policies & procedures and negate any lesser policies in the original handbook, but do not eliminate any other specifics of the standard handbook.

Hours of Operation

Due to very strict mandates surrounding child to staff ratios, disinfecting procedures, California labor laws and the requirement to keep stable groups of children and staff that do not mix, we must modify our hours for the time being.

Our hours at this time will be 7:30am-5:30pm

Drop off times will be scheduled and you will be notified of your drop off time and location.

Pick up times will be 12:15pm-12:30pm (half day), 2:45pm-3:00pm (late pickup fees may apply) & 5:15pm-5:30pm (late pickup fees may apply)

Please be on time and expect a short wait as we screen each family. Children arriving after 9:00am will not be accepted onto campus that day. If you need to make a special arrangement to drop your child after 8:30am (but before 9:00am), you must contact CVPS in advance, as our campus is closed and a special arrangement will need to be made for a CVPS staff member to screen your family in the parking lot and escort the child to campus. Each family is limited to a maximum of 3 late drop off accommodations in an 8 week period. When picking up, please park and walk up to your child's designated area to claim your child from their teacher. Please do not park in the loading zones or motorcycle parking areas. Please maintain at least 6ft of space between yourself and other families. Drive slowly and cautiously as foot traffic will be much higher than normal. **Masks must be worn by all adults on campus at all times.**

_____ Parent/Guardian Initials

The following schedule options are being offered:

Half Day: 8:30am-12:30pm

Full Day: 8:30am-3:00pm

Extended Day: 7:30am-5:30pm

5 Days (Monday-Friday)

3 Days (Monday, Wednesday, Friday)

Due to the requirement to maintain stable groups of children, no 2 day schedule is being offered at this time as it increases the amount of exposure and violates mandates and best practice guidelines.

_____ Parent/Guardian Initials

Sign In & Sign Out

To minimize contact and follow best practices for social distancing, CVPS staff may need to take over signing each child in and out each day. This does not allow CVPS staff to take any child off campus for any reason other than emergency purposes without additional written consent.

_____ Parent/Guardian Initials

Additional Hours

At this time, additional hours are very limited and requests must be made 24hours in advance. We cannot guarantee that we can accommodate requests.

_____ Parent/Guardian Initials

Absences

Please notify us via email or phone by 9:30am if your child is not attending due to illness. If you are leaving a message or sending an email, please let us know if any symptoms of COVID-19 are present with your child, any member of the immediate household, or anyone your child has been in contact with. _____ Parent/Guardian Initials

Illness Policy

Children who begin exhibiting any of the following symptoms while at school will be sent home immediately (within 30 minutes of school contacting parent/guardian/designated pickup person) and cannot return until they are symptom free for a full 3 days without the aid of medication. The day they are sent home does NOT count as part of the 3 days. A note from a physician will be required before they can return. **A note from a physician will not permit them to return sooner than the 3 days.**

- Fever (99.9 or greater)
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19. We will use the most up to date list as posted on the CDC website.

If your child or any member of their immediate household begins to exhibit any of the symptoms listed above, we ask that you report it to CVPS immediately and remain off campus for a full 3 days once all symptoms are gone, without the aid of medication.

If your child or any member of the household comes into contact with a COVID positive person or suspected positive person, please report it to CVPS immediately and remain off campus for 14 days or until a negative test has been obtained by the suspected positive person. _____ Parent/Guardian Initials

Lunches & Snacks

At this time, no snacks will be provided by CVPS so as to limit possible exposure to COVID-19. All snacks and lunch items should be brought from home each day in packaging that your child can open independently. If possible, please bring these items in a lunch box that can be disinfected with wipes or spray before we take them into the classroom. Please send your child with a refillable water bottle that is spill proof and made of a material that can be disinfected. Make sure lunch boxes and water bottles are labeled with your child's name. As always, water will be made available to every child in each classroom. We have eliminated drinking fountains and will offer individual bottles or pitchers that can be used (by staff only) to refill water bottles sent from home. **At this time, we will not be warming food.**

1 snack should be sent for all children enrolled in a Half Day schedule.

2 snacks should be sent for all children enrolled in a Full Day Schedule. _____ Parent/Guardian Initials

Miscellaneous

-Sunscreen should be applied by a parent/guardian right before dropping off, but we will reapply each afternoon for our full and extended day children. Due to social distancing requirements, we are currently only accepting spray style sunscreen that will be stored in each child's classroom. _____ Parent/Guardian Initials

-Though masks are not currently required in licensed childcare centers, they are strongly recommended, especially when children cannot maintain 6ft of distance when indoors. We will encourage children to wear a mask in those instances but **we will not and cannot force a child to keep a mask on**. If you would like your child's teacher to encourage your child to wear a mask outside of the circumstance listed here, please let us know and we will do our best. A clean mask labeled with your child's name should be sent with him/her each day. We also require 2 masks stored in each child's cubby at all times. Please label them and store them in a ziplock style bag. Soiled masks will be sent home and should be replaced with clean ones the next day. _____ Parent/Guardian Initials
_____ I do not want my child to wear a mask at any point, but understand 2 must still be stored in their cubby.

-Please send your child in shoes that can be sprayed with disinfectant if needed. Remember that we do not allow flip flops, crocs, open toed shoes, high-heels or dress up shoes. _____ Parent/Guardian Initials

-Absolutely no toys, games, books, comfort items, pillows or sleeping bags are permitted. _____ Parent/Guardian Initials

-Nap items (fitted crib sheet and small blanket only) should be brought to school in the designated bag on Monday and taken home Friday. _____ Parent/Guardian Initials

-No backpacks should be brought to and from school each day. The only items that should come/go on a daily basis are a lunch box and reusable water bottle. _____ Parent/Guardian Initials

If any member of the household has traveled outside of California for work or pleasure the enrolled child will not be permitted to attend for a full 14 days. _____ Parent/Guardian Initials

We realize these policies seem strict and may at times be inconvenient for our families. The professionals overseeing the childcare sector are erring on the side of caution for the greater good of all children and staff currently in childcare settings. Our main goal each day is to keep ALL of our enrolled children safe and healthy.

We must screen for symptoms each day. We realize that symptoms are at times due to teething, ear infections, basic colds, etc. Please understand that if a CVPS staff member tells you your child cannot be signed in because they have observed symptoms listed in our illness policy (above) it is because we are doing as directed by one or more agencies and because we want to keep all of our children, families and staff safe. We ask that you are patient and respectful. If you are denied attendance and have questions, please email holly@gracepointsd.com _____ Parent/Guardian Initials

We understand that often times parents try to treat symptoms with OTC medications such as Motrin or Tylenol. We ask that if you have given your child any medication that may reduce or mask any of the symptoms listed in our illness policy (above), you keep your child home until they are no longer in need of any medications for a full 3 days. _____ Parent/Guardian Initials

Please reach out to us with any questions and visit our website often for updates under our "covid" tab.

Thank you and many blessings.

CVPS Staff