



Check-in/Check-out Procedures

- Temperatures of all individuals (parents and children) will be taken at the door before families are directed to the room for check-in. If anyone in the group has a fever (100.4+) they will not be able to attend the program.
- Please limit the number of people accompanying the child at pick-up and drop-off to one adult
- Drop off and Pick up times will be strictly adhered too. Doors will be locked outside of these hours. Alternate drop-off and pick-up times cannot be accommodated at this time unless there is an emergency.
- Sign in/Sign out
 - Please look for tape marks on floor, placed 6 feet apart outside classrooms. Please maintain social distancing while waiting to sign your child in.
 - Hand sanitizer available for use prior to signing in/out attendees
 - Pens will be sanitized in between each sign in/out
 - All program attendees MUST have a mask to wear at all times. Parents should have masks to wear while signing in/out
 - All program attendees must wash their hands upon arrival to the classrooms

Class procedures

- Each program attendee will need to bring the following with them to class
 - A mask
 - Water bottle (we will not be using water fountains or providing glasses for water)
 - A book (we expect longer transition times than normal, and we wish for children to have something to read during these times) No Electronics!
- Each program attendee will be assigned a table and a set of supplies

Cleaning procedures

- All surfaces will be cleaned prior to each program
 - Please see the 21-point checklist our Facilities Maintenance staff adhere to
- Students will wash hands regularly throughout the program
- Hand sanitizer will be available in each classroom