

**COVID-19 INFORMATION**  
**To go with Hand in Hand 2020-2021 -- up-dated 10-12-20**

**GENERAL INFORMATION**

In order to protect children, families, and staff during the ongoing COVID-19 crisis program operations, procedures, and services must adapt as the conditions/concerns in the community change.

As needed, we are modifying the way we offer services to provide a balance of quality services, safety and support. When possible, we will offer parents choices, so that they can make the best decision for their child and their family's needs.

At the beginning of the year, services were virtual (e.g. communicating and teaching through technology instead of in person).

**BEGINNING IN-CENTER SERVICES AND HOME BASED VISITS**

When safe to do so, in-center and home-based services will resume, starting slowly and continuing to increase as circumstances allow. Once safe to have in-person services Head Start and Early Head Start children will be able to come five days per week and Home-Based home visits will gradually resume, as families feel comfortable. We will provide masks for all staff and center-based children over the age of three. Staff are responsible for washing their masks. Parents are responsible for the cleanliness of their children's masks. Depending on COVID rates in our community and in our centers, as needed, we may reduce classroom group size and/or classroom days on site with more services provided virtually.

**CHANGES TO INCREASE SAFETY:**

Additional safety and sanitation procedures will be in place, including increased sanitizing in program buses/vans and buildings. Prior to entering a bus, building, or home visit, staff will screen adults and children, including temperature checks. Be aware this will slow down drop off and pick up, both at centers and on buses. During the COVID19 period, we will not have some traditional items in the classrooms. These include items such as clothes for dress up, plastic food and group water play tables. Center-based children will each have a pencil box with school supplies such as crayons, markers, scissors, pencils, and glue sticks to work with. A caregiver wearing a sanitary covering, laundered after each use, will feed bottle feed infants.

**BAR CODE SCANNING:**

ACHR is putting a bar code attendance system into place at all centers. Parents/guardians will receive two copies of their child's bar code card. This card is required for parents/authorized pick-up persons to use whenever they sign a child into or out of a center. Bus riders will be scanned onto and off of buses by driver's bar code card list. It is a good idea to keep your child's bar code card on your key chain or in your wallet. Even with bar code card, adults picking up children must be listed as an authorized pick up person on the child's pre-admission record and provide office with photo ID.

**FOR BUS RIDERS:**

Buses will not be able to hold as many children so that we can physically distance children. Each child will be assigned a seat, with only one child in each large seat instead of two. Once a child is assigned to a bus, it will be very difficult to make changes. Bus Aides will do COVID health screening and temperature checks for adults and children before a child gets on a bus. If either has a fever of 100.4 or higher the child cannot get on the bus. We know you need to have your child in school, but if you plan to send your child to the center, please do not give your child or take a fever reducer yourself within 24 hours of pick-

up time. Be considerate, as you want other parents to be considerate, so that children in the centers can stay well and we can continue to be open. Be aware that these checks will slow down pick up, and drop off both at centers and on buses. Please be patient.

### **FOR PARENTS WHO TRANSPORT CHILDREN TO/FROM THE CENTER**

- Adult and Head start or Early Head Start child must be fever free without a fever reducer for 24 hours before coming to center.
- Do NOT bring child to school if child or family member has been in contact with anyone with COVID19.
- The person bringing/picking up the child to the center should be the same person each day as much as possible.
- Adults and children three years and older MUST wear masks.
- Prior to entry to building, health screening will be done (questions related to COVID19 symptoms and exposure and temperature of adult and child will be checked).
- Adults dropping off and picking up children may not enter the classroom. You will be asked to sign your child in-out at the classroom doorway and leave the building as quickly as possible.

### **THINGS THAT WE KNOW WILL CHANGE FROM WHAT IS IN *HAND IN HAND***

A 3.1 Screening - Screenings are a REQUIRED element for Head Start. To reduce contact, each child MUST have a current well child check from their health care provider. This will reduce need for in center screening and therefore contact & potential problems. If your child does not have an up-to-date well check, contact your health care provider to schedule an appointment. Please have them complete the well-baby/well child form provided in your orientation packet.

A 3.2 On-going Assessment - teachers will be asking parents for more detailed information to help us complete on-going assessments to help tailor the program for each child.

A 4.2 Parent workshops may be on-line

A 12 Visitors and volunteers will not be allowed in centers during the COVID19 crisis. There will be no field trips or resource visitors in the classrooms at the centers.

A12.4 HOWEVER, please volunteer by working with and reading to your child at home, and documenting your time on our RAGS sheets.

A12.5 The lending library will not be available until after COVID. We BELIEVE that it would be safe, but cannot assure it at this time.

B.2 Keeping addresses and phone numbers up-to-date is required at all times. It is essential during COVID. If your child gets sick we MUST be able to reach you so you can pick up your child.

B.3 Bring and pick up your child at agreed on time – that may change and change again. Arrival and pick up times may be staggered.

6.3 COVID checks will include symptom checks and temperature checks. Please do NOT give your child Tylenol or other fever reducers later than 24 hours prior to your child getting on a bus or being signed into a center. We cannot allow children who have fevers in the centers or on a bus.

E-1 Meal times may shift. Menus will change; meals will not be served family style with children learning to serve themselves. Teachers will serve each child.

E-5 Parents may not eat in the rooms with children; there is not enough room for distancing and parents are not allowed in classrooms at this time.

9 Dental care – no tooth brushing in school; please help your child brush twice each day.

H-1 No birthday or other celebrations with parent coming or providing items until end of COVID.

H-2 No volunteers in the center.