

Parent Handbook Addendum - COVID 19

The following policies are effective for the Rayner Center's reopening beginning May 18, 2020, and will remain in effect until further notice.

Center Hours

The center will be open from 8am-5pm Monday through Friday through July 10. This will enable us to keep small groups of children with one consistent teacher to the greatest extent possible. Beginning July 13, center hours will extend to 7:30am-5:30pm Monday through Friday.

Carpool Drop Off and Pick Up

In an effort to minimize the number of people who enter the facility, family members will no longer be allowed to enter the building to drop off or pick up their child(ren). Rayner staff members will pick up children from their family's car at the awning by the Rayner Center door. Please observe the following policies during carpool:

1. Carpool hours are 8am-10am and 3pm-5pm. Effective July 13, carpool hours will be 7:30am-10am and 3pm-5:30pm. If you need to pick up your child before 3pm, please call the office. Per our usual policy, children may not be dropped off later than 10am unless they have a doctor's appointment (please bring a note from the doctor's office to verify).
2. Parents/guardians must wear a face mask in the carpool line.
3. Ideally, the same parent or designated person should drop off and pick up the child every day. If possible, older people such as grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk for severe illness from COVID-19.
4. Please do not get out of your vehicle with or without your child to wait for a staff member. Several staff members will be working the carpool line each day, and we will approach your car as soon as we possibly can. We will endeavor to keep the process moving quickly, however safety is our first priority.
5. The staff member will wear a mask and gloves, and will scan your child's temperature with a non-contact thermometer. If your child has a temperature exceeding 100 degrees Fahrenheit, they will not be permitted to attend either that day or the next day.
6. The staff member will ask you these questions daily:
 - a. Does your child or anyone in the household have respiratory or flu-like symptoms such as fever (100 or above within the past 48 hours), cough, shortness of breath, or difficulty breathing?
 - b. Does your child or anyone in the household have any of the following symptoms: fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, rash, abdominal pain, vomiting, diarrhea or loss of taste or smell?
 - c. Has your child or anyone in the home been tested for COVID (excluding antibody testing) or received a positive diagnosis of COVID within the past 14 days?
 - d. Has your child taken any fever-reducing medication (e.g. Tylenol, Advil, etc.) within the past 24 hours?

7. If your child has a temperature exceeding 100 degrees Fahrenheit or you answer yes to any of the above questions, you will be asked to pull into a parking space to receive further instructions from Administration regarding next steps.
8. Following the temperature check and questions, the staff member will escort your child from your vehicle into the school. They will be brought to wash their hands and then join their class.
9. When you exit the carpool line, please drive to the back of the parking lot and exit via the adjoining GI Associates parking lot. Do not attempt to exit using the Rayner/Beth Shalom driveway.

Cleaning and hand washing

Staff will ensure that children wash their hands upon entering the building, prior to eating, after diaper changes/using the restroom, and upon returning from outside play.

Children's meal and outdoor times will be staggered to allow them to remain with their class, avoid mixing groups of children, and allow for staff to clean common areas between groups.

Toys used in the morning will be collected by staff at nap time for cleaning. Toys used in the afternoon will be collected by staff at the end of the day for cleaning. Toys will be cleaned and disinfected before they are returned to the classroom.

High touch surfaces will be cleaned throughout the day, at a minimum of once per hour.

Snack

For classes that utilize shared snacks, please send individually wrapped snacks only (2 packages of snack per month). We are no longer able to portion out large containers of snacks such as animal crackers and veggie straws. All snacks must be individually wrapped in their original packaging (i.e. cracker packs, yogurt tubes, applesauce pouches, etc.).

Special activities

We will not offer nor bill for extras such as Music, Mousercise, Happy Feet soccer, or Pizza Thursdays. We will assess the safety of adding these activities back as it is safe to do so.

Tot Shabbat will continue to be streamed via zoom on Fridays at 11am. Children attending Rayner will participate in their classrooms via zoom. Children staying home are welcome to attend as well.

We will not be doing special activities that require gathering in groups or bringing in outside visitors (such as in-house field trips) during this time.

Illness policy

Any child sent home from the Rayner Center due to illness will require a doctor's note clearing them to return.

COVID 19 Symptoms or diagnosis

Any child who develops any of the symptoms of COVID 19, or who is feeling ill for any reason, will be isolated from other children and must be picked up immediately. If your child displays any symptoms associated with COVID 19, you must consult with your child's pediatrician as soon as possible. Children will not be allowed to return to Rayner until cleared to do so by a pediatrician. Any staff member who experiences any symptoms associated with COVID 19, or who feels unwell for any reason, will not be permitted to work. Staff members displaying symptoms of COVID 19 must be tested and cleared to return to work.

Should any child or staff member receive a diagnosis of COVID 19 either from testing or from a physician based upon symptoms, we will immediately notify families as well as the Health Department. We will close the center and follow the guidance of the Health Dept., for a minimum of 2-5 days.

Due to the confidentiality of medical information, we will never name the specific person who tested positive for COVID 19. However, all families and staff members will be notified, and we will follow the directions of the Health Dept. regarding testing, self-quarantine, and any other required measures.

PPE

Staff members will wear face coverings at all times while at work. They will continue to wear gloves while feeding, diapering, cleaning, assisting in the restroom, and taking children's temperatures.

Staff will immediately change their clothes if they become soiled throughout the work day.

Children's clothing will also be changed immediately if soiled.

Children over the age of two are permitted to bring their own face mask to wear at the center. The staff will encourage them to wear it, however we are not able to force children to wear a mask.

Preparing your child to return

Please send several changes of seasonally appropriate clothing for your child's cubby. During this time, we are suspending our use of reusable water bottles (D'vorim, Tsavim, Zikiot and Parparim classes) and we will serve your child water in disposable cups during meals and snack.

Please discuss with your child how things will be different when they return to school. We have created a social story to help you with this process.

We are here to support you and your child and to ensure that the Rayner Center is a safe and welcoming place where they will play, learn and grow.

I hereby acknowledge that I have received this PARENT HANDBOOK ADDENDUM and that I have reviewed the procedures and policies therein. I certify that I will adhere to all applicable policies and procedures.

I hereby further acknowledge that for the unforeseen future, there are certain risks, known or unknown, associated with the exposure and contraction of COVID-19 (aka “Coronavirus”) relative to sending my child(ren) to participate in any and all activities with The Alfred G. Rayner Learning Center. The Rayner Center will implement the above procedures and precautions to limit the exposure of children and families to COVID-19; however, by sending my child(ren) to attend or participate in any activities with the Rayner Center, I understand that those procedures and precautions may not be sufficient to prohibit the exposure or contraction of COVID-19 for my child(ren) or my family.

Parent/Guardian Signature: _____

Date: _____