



The King's Daughters Child Development Center COVID-19 Guidelines

The King's Daughters Child Development Center is committed to providing exemplary care for our families. Because of the uncertainty and ever-changing information about COVID-19, we acknowledge that there are inherent risks for our health and wellbeing as long as the coronavirus remains in our community. The King's Daughters Child Development Center is following CDC recommendations and DHS guidelines to the best of our ability in order to mitigate the risk of gathering in groups. To this end, The King's Daughters Child Development Center is implementing several new procedures. It is probable that these procedures will be revised over time. Operating hours may be adjusted if necessary. Any changes will be announced in emails, letters sent home and updated on our website. These guidelines will be updated as needed.

Procedures for mitigating the risk against spreading COVID-19

- **Extra cleaning and sanitizing**
 - Teachers/Staff will sanitize highly touched areas several times daily.
 - Our cleaning staff will sanitize each room every night and run oxidizing machines in rotation.
- **All staff will self-screen and are aware of COVID-19 symptoms.** They will report to their supervisor as needed.
- **Parents will be asked to read and answer the following screening questions at sign-in each day:**
 - **1.** Has your child had fever of 100.4 in the last 48 hours?
 - **2.** Has your child had a cough or shortness of breath?
 - **3.** Is anyone in your household waiting for COVID-19 test results?
 - **4.** Has your child been in close contact with someone diagnosed with COVID-19 in the last 14 days?

*An answer of 'yes' to any of these questions will lead to discussion with the Director to consider excluding the child from school for that day. **Children must be fever-free without medication for 48 hours before returning to school.***

- **Face coverings and physical distancing**
 - All adults must wear face coverings while inside the building.
 - All adults are expected to maintain a 6-foot physical distance from others while at either of the KDCDC buildings.
 - Parents/Guardians and non-essential visitors will not be allowed to enter classrooms (*with the exception of Seedlings I, as necessary*).



- Every effort will be made for classes to stay a safe physical distance from each other, but children with the group will not be asked to physically distance in the classroom.
- There will be a great effort to have as much time spent outside as possible.

Drop-off and Pick-up Procedures

- Adults must wear a face covering.
- Please use hand sanitizer before signing out child in or out.
- Please read the Screening Questions before signing your child in. By signing the attendance sheet, you will be confirming that you have read and that you answer 'no' to all the screening questions.
- Please keep your child with you until you walk them directly to their class.
- Please keep drop-off and pick-up time to a minimum.

If your child becomes sick

If a child becomes sick at school, parents are asked to pick-up their child within an hour after being contacted by school administration. Children are permitted to return to KDCDC with a doctor's note/or when they are no longer contagious.

When a family has a possible exposure

If your family is notified of a possible or direct exposure to COVID-19, it is your obligation to stay home until it has been determined that you are no longer at risk of having the virus.

Please contact Lee@kdchild.org and/or Rhonda@kdchild.org only, to inform about your possible exposure.

In turn, we will contact Metro Health Department epidemiologists for the latest guidance as needed.

As per our handbook, families will be required to pay tuition fees during the time their child is out sick in order to hold their spot.

These guidelines are subject to change. Please watch your email and take-home folders for any notice of changes to these policies.