#### S.T.A.R.S. BEFORE & AFTER SCHOOL CHILD CARE

# **COVID-19 PROCEDURES**

# CHECK-IN PROCEDURE

**Before Care:** Students will be met at the front door and given a temperature check using a zero contact forehead thermometer and provided with hand sanitizer before being admitted into care. Once students have cleared the temperature check and sanitized their hands, they will be checked in at the gym. With current mask mandates, students and staff are required to wear their mask at all times to avoid cross-contamination between school-day cohorts (subject to change, parents will be notified). In the event that a student does not pass the temperature check, they will not be admitted into care. Parents, please do not drive off until you see that your child has been successfully checked in with S.T.A.R.S. This will take approximately 1 additional minute.

**After Care:** Students will line up outside of their designated S.T.A.R.S. classroom wearing their mask and social distancing. Our staff will be doing temperature checks using a <u>zero contact forehead</u> thermometer and providing hand sanitizer before admitting students into care. Once students have cleared the temperature check and sanitized their hands they will be checked into their classroom. If your child has a fever they will not be admitted into care and sent to the sick room/area that the school has designated. S.T.A.R.S. staff will contact the parent and inform them of their child's fever/ symptoms.

After being checked in, students will wash their hands before eating their snack. Sanitizer will be used in between switching stations and frequently throughout the day. With current mask mandates, students and staff are required to wear their masks at all times to avoid cross-contamination between school-day cohorts (subject to change, parents will be notified).

# PICK-UP PROCEDURE

To help keep the spreading of germs to a minimum, we are asking parents not to enter the school, but to instead notify us via the Brightwheel app that they have arrived. A staff member will make sure your child makes the connection from our care to a parent or guardian. I.D. checks will be required until our staff members are familiar with you and can recognize you upon arrival. If your child is on the playground at the time of arrival, please wait outside the fence.

## SANITIZATION PROCEDURES

At the end of each session, all of our equipment and toys will be disinfected with our school-grade cleaner (kills COVID-19 virus). After spraying, toys and equipment will be returned to their bin and storage unit.

S.T.A.R.S. staff and students will be wearing masks at all times.

PHONE: 734-231-7967 | WEBSITE: STARSLATCHKEY.COM

#### S.T.A.R.S. BEFORE & AFTER SCHOOL CHILD CARE

# SCHOOL CLOSURE

In the event that Canton Charter/Keystone Academy/Plymouth Scholars is closed in relation to COVID, S.T.A.R.S. will not be operating. Regular tuition payments are required. If your child's school is closed for two weeks or more, payments will be paused at the two week mark and will not resume until the students return to school. If at any time your child's school switches to online learning for the remainder of the school year (through June 2022), we will void all contracts.

# SCREENING FAMILIES & STAFF FOR COVID-19 EXPOSURE

Upon arrival to the program, staff and families are required to report if they or anyone in their household:

- 1. Have received positive COVID-19 results
- 2. Been in close contact with someone who has COVID-19
- 3. Have experienced symptoms such as persistent cough, fever, difficulty breathing, chills, change in smell or taste, diarrhea, and/or vomiting.

The procedures we will use to screen staff for symptoms and exposure include:

Temperature of all students will be taken upon arrival. Any abnormal temperatures will be recorded as a health check in the Brightwheel app.

If families or staff are absent or otherwise off-site but experience exposure or symptoms, they should contact their program director.

## REPORTING POSITIVE EXPOSURE

If a child, staff member, or staff member shows COVID-19 symptoms or tests positive for the virus, we will contact our local health department and licensing consultant. Based on the guidance of the local health department, we will determine whether to close individual classrooms or our facility, the duration of the closure, and other next steps. When communicating with families and staff about any COVID-19 cases, we will respect the privacy of individuals and not share health information of a specific person.

# RETURNING TO THE PROGRAM AFTER EXPERIENCING SYMPTOMS AND/OR A POSITIVE COVID TEST

If a staff member or child exhibits multiple symptoms of COVID-19, possible exposure is expected, or an individual tests positive, the individual must stay home until:

They have been fever free for at least 72 hours without the use of medicine that reduces fevers AND other symptoms have improved AND at least 10 days have passed since their symptoms first appeared.