



Updated: 6/2/2020

Dear Parents,

Little Einstein's will Serve our community as an Emergency Child Care Site Effective June 8th, 2020 **AT OUR WRIGHTWOOD LOCATION ONLY. WE WILL SERVE FAMILIES FROM BOTH SITES AT THIS LOCATION UNTIL THERE IS A GREATER NEED.** At this time we have only 19 children returning on June 8th. We will be following procedures as directed by DCFS, but also implementing our own procedures to increase prevention measures. We kindly ask that you adhere to these procedures if you decide to return to Little Einsteins during this season. The hours of operation during this season will be 7:00am-5:30pm, Monday through Friday. We would like to give classrooms additional prep time at the beginning of the day and sanitation time at the end of each day.

During this time drop off and pick procedures will be as follows:

#### **WRIGHTWOOD**

- Brainy Baby Classroom (for infants 6weeks-18 mo) students will use the middle entrance door which leads directly into your child's classroom for pick up and drop off.
- Tinkering Tots (15mo-age 2) will use the East Entrance door for pick up and drop off.
- Learning Rockets & Kinder Prep (ages 2-5) will use the West Main Entrance door for pick up and drop off.
- One person will be allowed entrance to the daycare upon drop off and Pick-up. A mask must be worn upon entering the building.
- Daily temperature checks shall be conducted and recorded for each person bringing a child to daycare and for each child upon arrival.

#### **FULLERTON UPON OPENING (Temporarily Closed Until Enrollment Increases):**

- Super Stars (2yrs-4yrs) will use the Main Entrance door for drop off and pick up as usual.
  - Explorers (15mo-2yrs)will use the Fullerton Entrance door which leads directly into your child's classroom for pick up and drop off.
  - Small Wonders (6 wks-23mo)) will enter through the rear of the building, directly through the door of their classroom.
- **Please note:** If you have any questions regarding the entrance you should use, feel free to contact us via Himama and we will provide clarity.

#### **ALL CENTERS:**

- **EVERYONE entering the building will need to wear a mask.**
- Parents will only be allowed to enter up to the gated area at each entrance.
- A teacher will meet you at the gated area to receive your child. Teachers will take your child to put away their belongings and handwash.
- At this time, a maximum of 10 persons are allowed per classroom (including teachers), therefore children will not be combined into any other classrooms

throughout the day. They will remain in their classroom for the length of the school day.

- Parents will be required to send a HiMama message at least 10 minutes prior to drop off and at least 10 minutes prior to pick up in order for us to be ready to receive your child or prepare them for departure. It will be important for your drop off and pick up schedule to remain consistent throughout this time as it will directly affect our staffing needs.
- Staff will stay home if they are experiencing the following symptoms: Fever, cough, sore throat, loss of smell or taste, diarrhea or shortness of breath,.
- Staff will not allow any child to come in who is coughing or has any other said symptoms unless they have a doctor's note. **No Exceptions.**
- Visitors will not be allowed to enter the building past the entrance unless absolutely necessary. This will be determined by the director onsite.
- Should a case of Covid-19 be reported after opening on June 8th, we will close the classroom where the case was identified for 5 business days to allow for symptoms to arise in persons who may be infected as well as undergo testing. We will also conduct a deep sanitation of the classroom. Tuition will not be refunded in the event that this occurs. We will also contact our local health department and act accordingly.

#### For Families

- Please stay home and keep your child home if you, your child or anyone you have been in contact with are sick or experiencing any of the following symptoms: fever, cough, sore throat, loss of smell or taste, diarrhea or shortness of breath,.
- The following link will provide tips on how to protect your home:  
<https://www.cdc.gov/coronavirus/2019-ncov/prepare/protect-family.html>
- Anyone whom you assign to pick-up or drop-off your child must also be symptom free and prepared to be screened at drop-off.

#### Cleaning and Other Procedures

- The Little Einsteins team is continuing the use of bleach spray to disinfect and sanitize all areas of the school. We regularly clean commonly touched surfaces throughout the day, including railings, door handles, light switches, bathroom/diapering surfaces, water fountains, sinks and surrounding areas, etc.
- As usual. We are performing daily checks on soap and sanitizer in classrooms, restrooms, and common areas.
- Staff have been provided with masks and will wear them throughout the day. We encourage parents to help children ages 2-5 to practice wearing masks.
- We strongly encourage our community to continue practicing good health habits, including washing hands with soap and water **for at least 20 seconds;** keeping fingers away from eyes, nose, and mouth; covering coughs and sneezes **with elbows** or tissue (disposing tissues in proper containers immediately after, washing hands properly).

We would like to thank you for your continued understanding and cooperation. We are hopeful that things will return to normalcy soon. If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,  
Your Little Einstein's Family

## FAQ's

### Will you be open on the scheduled vacation week, June 29th-July 3rd?

Yes. We will be open Monday through Thursday, but closed on Friday, July 3rd as Independence day is observed.

### How long will my child's space be secured if we are not ready to return?

For families who were already enrolled, your child's space is secure until July 6th. After that, we will need to begin filling available spaces.

### Will children be allowed on the school playground and/or go on walks each day?

Children will have scheduled outdoor play times within their class group, as children will not be allowed to inter-mingle with children outside of their classmates. There will be a 10 minute window between classes to sanitize outdoor toys and climbing equipment.

### Are children required to wear masks? If so, starting at which age? How long per day?

Children age 2 and older who can tolerate the mask will be encouraged to wear it throughout the day. Children do not need to wear masks outside. They will be required to wear masks when walking across the school if they need to cross a classroom other than their own.

### How will meals be handled?

Meal handling will not change as our regular procedures follow Dept. of Health Safety Guidelines. Children will be spaced out on the table so as to not reach their classmates' food. A teacher will sit at the table with younger children to ensure food is not shared. (This was already in place before the pandemic).

### Will we be notified if there is a case at the daycare among families or staff?

Absolutely. We cannot disclose the "who", however we will disclose if it was an adult/child who had direct contact with your child or if it was in a different classroom.

### How will the separation between classes be maintained at the Wrightwood location? The Fullerton location?

**For Wrightwood:** Separation between classes is pretty straight forward. We will begin with only the 3 front classrooms opening. Parents will drop their children off and pick-up directly into the classroom through the front door entrance.

**For Fullerton:** Superstars and Explorers classroom will use the front entrances directly into their classrooms. Infants will enter through the rear directly into their classroom as well.