



**RED DOOR POLICIES
REGARDING COVID-19**

WE MAKE YOUR CHILD HAPPY DAY
AFTER DAY.

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Red Door Childcare Learning Centers Enhanced Drop Off and Pick Up

Centers may initially have reduced hours of operation for teacher-child consistency and ratios as well as increased cleaning opportunities.

Center may coordinate assigned “drop-off” and “pick -up” times in 15 minute increments during morning and evening.

Depending on the configuration of your center, parents may be able to line up on sidewalk, or wait in their car until check-in time

Outside signs may be posted to notify parents of queue either on the center sidewalk or within various parking spots Parents will be required to wear a face mask while waiting in queue and when allowed to enter building.



Drop-Off & Pick-Up Procedures

Red Door Childcare Learning Centers Drop-Off

Parent/guardian will be provided with screening form to fill out in advance and must bring with them upon their child(ren) returning to the center. If a parent does not have one, they will be given one to fill out.

- Drop off and pickup will occur inside the vestibule or outside of the facility, when applicable.

If inside the vestibule:

- Only one family at a time will be allowed within the vestibule. Please limit drop off to one parent.

If outside the facility:

- Parent/guardian will follow 6' social distancing while waiting in queue to check-in
- As per CDC recommendations, please try to ensure the same parent/guardian is dropping off and picking up if possible.
- Parents/guardians will be required to wear a face mask while waiting in queue and when allowed to enter vestibule.
 - Parent/guardian will not be allowed past the building vestibule - drop off will occur there between parent and someone ready to properly receive the child(ren) in the recommended CDC personal protective equipment (PPE). Parent/guardian and child(ren) will be screened daily upon drop off

Red Door Childcare Learning Centers Pick-Up

- Parent/guardian will call the center 10-15 minutes prior to arrival for pick up
- Upon arrival, parent/guardian will call the center and notify them of arrival
- Parent/guardian will wait in the car as a staff member escorts his/her child(ren) to the car.
- Staff member will safely hand off child to parent/guardian who will secure the child(ren) in car seat

Screening Procedures

- Screener will wear essential personal protective equipment (PPE), including clothing and facial coverings (MASK) as well as protective gloves.
- Both parent/guardian and child(ren)'s temperatures will be taken. If parent/guardian or child is running a temperature of 100.4 or higher or exhibits signs of illness, they will not be permitted to enter the building.
- Parent/guardian will be asked to confirm COVID-19 screening questions during each am drop-off. After the child's first day, parent/guardian will be asked daily if there are any changes to status. Please be sure to answer each question with a clear "Yes" or "No". If a change has occurred, please notify the school by phone and avoid coming to the center for the added safety of others.
- A staff member will take the child from the parent/guardian and escort to his/her classroom.



In-Center Protocol

- Staff members will follow the same screening procedures as parents/guardians and children.
- Staff members' temperatures will be taken. If a staff member is running a temperature of 100.4 or higher or exhibits signs of illness, they will not be permitted to enter the building.
- Staff members will be asked to complete the Screening Form prior to their first day returning to work. They will then be asked daily to confirm with a Yes or No, their answers to the COVID-19 screening questions each morning. If a change has occurred, please notify the school by phone and avoid coming to the center for the added safety of others.
- Staff who are excluded because of temperatures of 100.4 or higher must be fever free without medication for 72 hours prior to returning.
- Staff members who have a temperature of 100.4 or higher and other COVID-19 Symptoms must contact their medical professional and possibly be required to obtain a negative COVID-19 test and/or quarantine for 14 days.

