



Pandemic Policies

2020-2021

This handbook is to help guide in an emergency pandemic. This handbook is very fluid and may be adjusted based on the pandemic and emergency needs of the center. This handbook was written to help guide families and staff with open communication. I'm Big Now Learning Center will adjust this handbook as needed due to State and Federal guidelines. We will follow all rules, regulations and requirements as well as recommendations of the local, state and federal government for the health and safety of students, families and staff.

Dropping off and Picking up of students

Parents will drop off and pick students up at the back door of the school. Parents will not be allowed to enter the building for drop off or pick up. If parents need to speak with Director, Ms. Emily, will talk to them privately while wearing a mask in the vestibule or outside long as weather permits. If parents would like to enter the building past the vestibule, they must wash their hands and wear a mask at all times. We ask that no parent touch anything or any other students during this time. We ask that when in the building that parents respect the personal space of students and staff by standing at least 6 feet away.

When a student arrives to school and when picked up, students will be brought to the bathroom to wash their hands.

Communication with staff should be done via email or phone to allow social distancing. We will make teachers available to keep all families updated and to answer/ address all the needs of the students in our care.

Hours of operation may change due to allow proper staffing. Staffing during these times may be limited.

Student Supplies

Students should arrive in clean clothing. Students should bring any items needed in a backpack that is completely closed only other than their lunches. Lunches should still be brought in a lunch box to keep items cold/ hot as needed. All items will be sent home at the end of the week for proper washing. This includes changes of clothing and all other student items that need cleaning. Students' cubbies and bins will be sanitized daily.

Attached is our supply list. We ask that all supplies come in either a pencil case or even gallon size baggie labeled with each child's name. These supplies will be kept in the school from Monday-Friday and returned weekly to the students.

All toys from home must stay at home. We will no longer have a rest time with pillows and blankets. In place of that time, we will be doing yoga and quiet activities.

Illness Policy and Monitoring

Students will have their temperatures checked daily. Once will be within 10-minutes of arriving then randomly throughout the day. Any student with a fever of more than 100.0 must remain out of school for 72 hours after the fever has broken without fever reducing medications. We will not allow a doctor's note for returning before the 72 hours.

Any student showing any concerning signs of a respiratory issues: excessive coughing, tugging in the chest, wheezing, shortness of breath, etc. will be sent home and may not return for 7 days plus 3 additional healthy days and must be cleared by a medical professional.

Students with a cough and a fever will be required to be seen by a medication professional with-in 24 hours. Student must remain out of school for 7 days, plus an additional healthy 3 days. Parents will be required to contact the owners within 24 hours to inform the school what the illness may be.

If a doctor has cleared your child to attend sooner, the medical professional **MUST** in writing state "That the child _____ was seen and was evaluated for _____... The child does NOT have Covid-19 and is able to return to childcare without placing another child or adult at risk" We must also have what the child has and why the child is coughing.

If the child or anyone in the home or who was in director contact with the parent of the child has a positive Covid-19, families must inform I'm Big Now Learning Center via email only ASAP. The child will be required to stay home for 14 days.

Keeping Healthy

I'm Big Now Learning Center will take every precaution for your child to stay healthy! Consistent handwashing and cleaning of the center will be performed many times during the day. Students will be required to wash their hands additional times of the day. This may cause a child's hands to become more raw than normal.

We need your help in keeping students and staff healthy. It is the responsibility of the parents to be open and honest with staff about any illnesses the child or parent may be experiencing. If we find that this is not the case, students will be asked to not attend school.

During a time of a pandemic, I'm Big Now Learning Center will only care for the allowed students in accordance with the state, federal and local government.

Closing of the Center

If a child has a cough and a fever, we must close the center for 24-hours for proper cleaning and sanitizing of the center.

If the medical team of a child or the parent has been informed that they may have covid-19, the center will be shut down for 24 hours for proper cleaning and sanitization.

If the child or parent is being tested for Covid-19, the center will close and remain closed until the results of the test are complete. If the test is negative, the center will reopen after cleaning and sanitizing of the center. If the test is positive, the center will be closed for 14-days.

Tuition Payments during a Pandemic

Payment of care is taken on a circumstance bases depending on the situation and pandemic. The owners will keep all families updated of payments.



Supply List for School Year

Pencil case Labeled with name please

Crayons (no bigger than 24)

Markers

Pencil (1 or 2)

Glue stick

Chalk (4 colors)