

# **KleinLife's KidSpace Program 2020-2021**

## ***COVID-19 Health & Safety Plan***

Dear KidSpace Families:

Please read carefully the following outline of the KleinLife's KidSpace health and safety plan for the 2020-2021 school year. The guidelines below are based on the guidance we have received from the CDC, the Department of Health, and the PA state government. We hope this information answers many of your questions and gives you a clear picture of what KidSpace will look like while we transition into the new school year. At the end of this packet is a parent agreement and a short survey. Please fill both of these forms out and return them to the KidSpace office no later than Friday, August 21<sup>st</sup>.

### **Drop Off, Pick Up, & Daily Screenings**

While the schools continue to do virtual learning this fall, the KidSpace Program will operate Monday-Friday from 7:00am-6:00pm. To limit the number of people in the building, we will implement a curbside drop off and pick up system. There will be a car line designated for AM drop off times and PM pick up times. Parents will be provided a survey (at the end of this letter) with listed designated times. Please choose which times you will be dropping off or picking up so we are prepared and have enough staff. If for some reason on a certain day you are not able to pick up or drop off during those times, please call the office and let us know. You may have to wait in the parking lot while we retrieve your child but we will do our best to come up in a timely manner.

#### **AM Drop Off:**

Designated AM Drop off will start at 7:00am in the back parking lot. Staff will be posted outside to retrieve your child. Children will be screened when they arrive by designated staff. We will take each child's temperature with a non-touch forehead thermometer before entering the building and ask about any symptoms.

- **Screening Policy:**

- Any children who have a temperature over 100°F or shows symptoms may not be permitted to come to KidSpace that day and must stay home for at least 24 hours.
- We will keep track and record temperature and symptoms at drop off each day.

#### **PM Pick Up:**

Designated PM Drop off will start at 3:00pm in the back parking lot. Staff will be posted outside and children who are scheduled to be picked up during that time will be outside with the staff.

\*If there is an emergency and a parent or guardian has to enter the building to retrieve their child, **any adult entering our facility MUST wear a mask.** You must call or message us on the Remind app and we will let you in the building. You will not be permitted inside without a mask.

### **Group Sizes & Social Distancing Efforts**

Per CDC regulations, group sizes will be limited to no larger than 15-20 children and 2 staff members at a time. We will group children by school, family/siblings, and ages to the best of our ability. Once children are put in their groups, they will remain with the same group of children and staff throughout the day.

Groups will have their own designated supplies and games that will only be used by them. While inside, we will have children spaced out within their rooms. We will stagger their seating in the room during virtual learning, lunch, and other activities.

### **Mask Requirements**

Staff and children MUST wear masks during the day. Children must come to the facility with a mask or they will not be permitted into the building. The children must have at least 1 washable cloth mask or 3 non-reusable medical masks with them each day. Please label the masks with your child's name in case it is misplaced. We suggest keeping it in a Ziploc bag in their school bag.

Please discuss this with your child the importance of wearing a mask before our program starts to ensure they are also aware and informed. We have also purchased face shields that will be assigned and given to each child. These face shields will be kept at the program and disinfected daily.

### **Handwashing and Hygiene**

Counselors will have the children take scheduled breaks throughout the day for handwashing, and water and bathroom breaks. All counselors will also have sanitizer and wipes available if needed when handwashing is not available.

### **Cleaning & Disinfecting**

We will be cleaning and disinfecting surfaces frequently. We have a large supply of cleaning products available to our counselors in order to disinfect throughout the day. The maintenance staff in the building will also be making sure to clean commonly touched surfaces like door knobs, sink handles, etc. Cleaning products will not be used near children and will be stored out of reach of the children.

Our counselors and staff will abide by a cleaning schedule to make sure they are disinfecting tables, games, sports equipment, etc. that are being used each day. Groups will have their own sports equipment, games, and toys that are only for their use throughout the day. Other supplies will be limited to one group at a time and disinfected before and after the group uses those supplies.

## **Swim**

Since we have a pool at our facility, children are still permitted to swim. Each group will have a designated day and time for swim. We will provide you with a schedule to make sure you are aware of when your child's group will swim. Students will only swim with the group they are with during the entire day. In order to ensure groups do not intermingle at the pool, we will have children enter the pool through the aquatics office and exit through the locker rooms. Children will not be permitted to use any of the normal pool toys such as the noodles or boards. The life jackets that we use for the smaller children will be designated for specific children who will use the same ones each day and be disinfected daily.

## **Daily Activities**

Activities will be modified throughout the day to ensure social distancing and limit physical contact. During virtual learning time, groups will be social distanced throughout their assigned rooms. They will have their own supplies, sports equipment, games, and art supplies that only the campers in their group will use throughout the day. These items will be cleaned daily.

## **Meals**

Each group will have meals in their own room. We will be providing breakfast, lunch, and pm snack. The lunch program which provides meals for each group separately. The same staff will supply the meals to campers each day. As always, we will have proper food safety gear for staff to wear while serving food.

## **Water Fountain Use**

Children will not be permitted to drink out of the water fountain. We ask that children bring their own water bottle for the day instead of them using the water fountains. They can fill their water bottle with one of the coolers that we have in the building.

## **When Someone Gets Sick**

As always, if a child is sent home sick, we ask that they stay home for at least 24 hours after the symptoms are no longer present. Please do not send your child to camp if they have been sick within the last 24 hours. In some cases, we may ask for a doctor's note before a child can return to camp. This is for the health and safety of everyone at camp and we thank you for understanding.

## **Communication System**

We ask that staff and parents report to camp administrators if they have:

- Any symptoms of COVID-19
- A positive test for COVID-19
- Were exposed to someone with COVID-19 in the last 14 days in accordance with health information sharing regulations for COVID-19.

If any of the above situations are reported to the office, we will notify all camp families by email and the Remind app. Restrictions will be put in place and we will have to close our facility for anywhere from 24 hours to 2 weeks depending on if the case is positive and the recommendation of the Philadelphia Health Department.

As always, our top priority is the health and safety of our campers, staff, and families. We will take every step to maintain a clean and sanitary environment. Our facility will continue to follow guidelines posted by the CDC and we will continue to keep families updated on any changes and modifications.

Thank you for choosing KleinLife's KidSpace program and we look forward to giving your child the best opportunities to continue to grow, learn, and have fun.

## KleinLife's KidSpace Program 2020-2021

### COVID-19 Parent/Guardian Agreement

To protect our children and staff, I agree to keep my child at home if he/she has:

- Fever (a temperature of 100°F or more)
- Cough
- Sore throat
- Chills
- Muscle pain or body aches
- Headache
- New loss of taste or smell

If my child has any of these signs of COVID-19, I will not send him/her back to camp until:

- My child tested negative for COVID and is otherwise well enough to go back to camp  
**OR**
- A healthcare provider has seen my child and documented a reason for the symptoms other than COVID  
**OR**
- *All are true:* 1) at least 10 days since the start of symptoms **AND** 2) fever free off anti-fever medicines for 3 days **AND** 3) symptoms are getting better

If my child is diagnosed with COVID-19, I will not send him/her back to camp until the following:

- It has been 10 days since my child first had symptoms **AND**
- My child has had no fever off anti-fever medicines (ex. Tylenol, Ibuprofen) for 3 days  
**AND**
- My child's symptoms are getting better

If someone in my household is diagnosed with COVID-19 or my child is exposed to COVID-19, I will keep him/her home for 14 days.

If someone in my household develops new cough, shortness of breath or two of the following: sore throat, chills, muscle pain, headache, new loss of taste or smell, I will get that person tested for COVID-19. If that person tests positive, I will keep my child home for 14 days.

**Child/Children's Name(s):** \_\_\_\_\_

**Parent/Guardian Name (Please Print):** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# PARENT COVID SURVEY – Drop Off/Pick Up

Child/Children's name: \_\_\_\_\_

*Hello KidSpace Families:*

*Please circle below the times for daily drop off and pick up. This helps us better organize our staff and children throughout the day. If there is a different pick up or drop off time on certain days, please list them in the comments section. If this time will change, please notify the office so we can make necessary adjustments.*

**1. DROP OFF AND PICK UP:**

In order to have less individuals in the building at a time, we will be implementing a car line and set drop off and pick up times. Please, choose an option below so we have enough staff in the morning and have your child ready in the afternoon.

**\*AM Drop off time (please circle options):**

7:00am-7:30am

7:30am-8:00am

8:00am-8:30am

**\*PM Pick up time (please circle options):**

3:00pm-3:30pm

3:30pm-4:00pm

4:00pm-4:30pm

4:30pm-5:00pm

5:00pm-5:30pm

5:30pm-6:00pm

**Please, list any additional questions, concerns, or comments below:**

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