



Wee Friends COVID-19 Procedures

Overview

Wee Friends priority is to provide an exceptional school program in a safe and effective manner. We are taking into account CDC guidelines, OCFS and the Department of Health's to ensure for the well-being and health of our students, staff and families we serve.

General Information

- Staff will be trained and prepared to operate under the new guidelines and care for our students.
- Program areas are ready to support social distancing guidelines as required.
- Signage and floor markings are clearly displayed throughout the building to help promote social distancing.
- Sneeze guards are used in all offices and desks.
- Lunch program will be on hold until restrictions are lifted.
- Class sizes will be as per state guidelines.
- Outside learning will take place when feasible.
- All water bottles and food items should be clearly labeled with child's first and last name.
- School grounds will be closed to visitors except for deliveries. Anyone entering the building must wear a mask as per CDC guidelines.
- Face coverings/masks will be worn according to CDC guidelines. Only staff members need to wear masks. Children will not have to wear face coverings.
- All specials and after school programs will be put on hold until restrictions are lifted.

Cleaning Procedures

- The classrooms, bathrooms, office area, shared equipment, outside areas, etc will be disinfected using EPA approved cleaners throughout the day.
- Electrostatic disinfectant sprayer will be used throughout the day and after hours to disinfect surfaces.
- Windows and fans will be used to help with circulation of air flow.
- Frequent handwashing/sanitizer will be used throughout the day.

Drop Off and Pick Up

- Several entrances will be used in the building to help with social distancing. A staff member from your child's class will be at the entrance to bring your child to class and to dismiss your child.
- If you are dropping your child late to school or picking up early, call the office so we can take your child to your car or the classroom.
- According to current guidelines no parents or caregivers are permitted inside the building.



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COVID-19 Diagnosis

- If a student or staff member reports they are COVID-19 positive, the school will always maintain the confidentiality of the individual. The case will be reported to the Department of Health and all families and staff that came into contact will be notified and a decision will be made if those individuals need to self-quarantine based on the current guidelines at the time. Proper cleaning will take place in the areas in which the person came into contact. We will strictly follow CDC guidelines for handling exposure.
- If an immediate family member of a staff or student tests positive for Covid-19 the school will abide by the most current CDC/DOH guidelines. These guidelines are constantly changing so the most up to date will be followed. Contact the school immediately if exposed, do not send your child to school until we are given clearance.
- Wee Friends is not liable if a student or staff member comes down with COVID-19 or a related illness. We will do everything to ensure the safety and health of all our staff and students.

(Guidelines subject to change as per state guidelines)



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Please sign and return this form back to school along with the attestation form. Your child will not be permitted to attend school without both forms on file.

Date: _____

Children's Names _____

I _____ have read the Covid-19 procedures.

Parent Name

Parent Signature