



Artec Academy Updated Policy Regarding COVID-19 (latest update: July 16, 2020)

Artec Academy's primary goal is to ensure the health and wellbeing of our children, families, and staff. We are actively monitoring the latest guidance from local health departments and the latest updates from the CDC to follow their most up-to-date information. For more information and resources on coronavirus, please visit the following websites: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html> and <https://floridahealthcovid19.gov/> and <https://www.myflfamilies.com/service-programs/child-care/covid-19-faqs.shtml>.

Classroom Access

We see our centers as safe and clean places for children to learn and grow. We also want you and your children to continue to have the best possible pick-up and drop-off experiences, including great conversations with teachers. However, at this time and until further notice, we will be retrieving children outside of the building and will be unable to let parents into the building nor any other individuals authorized for pick up.

Drop Off and Pick Up Procedures

When parents arrive, one assigned staff member with additional one staff member will come out to meet you halfway as you walk your child towards the preschool entrance. The child's temperature will be taken and recorded. If child has a fever of 100.4 F or higher, the child will not be able to enter school. Your child's temperature will be taken and recorded every two hours throughout the day. (All staff members will have their temperatures taken upon arrival and one oximeter reading will be recorded daily)

Oximeter Readings

No one at Artec Academy is in the medical profession but from what we are learning about the coronavirus is that it has affected the lungs of some people, the heart of some people and/or some organs in other people. We are also learning about a new type of coxsackie virus occurring in children as an "overactive immune response" after having had asymptomatic COVID-19 in some cases. We have decided that once daily, the staff will have their oxygen levels read by an oximeter to measure their oxygen saturation levels. Doing this daily will help us observe and respond when there are substantial changes in the oxygen levels or heart rate.

Traveling Domestically or Internationally

At this point, traveling anywhere by airplane or any other form of transportation can increase risk for exposure. If anyone in your household plans to travel anywhere using any form of transportation, you must inform the Director (artecacademy@gmail.com) of the travel plans and destination. This includes notifying us if you will have family members or friends staying at your home for any duration of time. For example, even if you are "just" going to New Jersey to visit a relative or "just" going to the West shore of Florida for the weekend or plan to attend a gathering where there will be 20 people or more (even with social distancing measures in place) we would like to be notified for the purpose of contact tracing. If traveling by airplane to any destination even for just the day, please



also inform the Director of the departure, layover, and arrival airport locations. This also includes anyone with pick-up or drop-off privileges.

Suspected Case of Coronavirus

Anyone with a suspected case of coronavirus must remain out of our center for 14 days or until receiving medical clearance to return. This includes anyone with pick-up or drop-off privileges. Once the individual returns, we will welcome them back to our center at the end of 14 days if they have not experienced any symptoms. If there were symptoms, they will need to notify us and get medical clearance before returning.

Confirmed Case of Coronavirus

Anyone with a confirmed case of coronavirus must remain out of our center for a minimum of 14 days and they will need medical clearance to return. This includes anyone with pick-up or drop-off privileges. Once the individual returns we will welcome them back to our center after a minimum of 14 days and they must obtain medical clearance including a negative test result before returning.

Close Contacts

Anyone who has been in close contact with people who have traveled, or with someone with a confirmed case of coronavirus, must remain out of our center for 14 days after contact. Please communicate this to our Director immediately. For COVID-19, a close contact is defined as any individual who was within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection) until the time the patient is isolated. <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/contact-tracing.html> Anyone living in the same household, as well as those who may be staying there or are present on a regular basis, like nannies or caregivers, are to be considered in close contact. We will welcome them back to our center at the end of 14 days if they have not experienced any symptoms. If there were symptoms, they will need to notify us and get medical clearance before coming back. (This information is subject to change).

Exclusion for Illness Policy

We will continue to be diligent about enforcing our existing policy of excluding sick children and employees. While we understand the additional burden this may cause, staying home when sick is one of the best ways to stop illness from spreading. If a child or teacher begins to show symptoms of coronavirus or any other illness, we will follow our exclusion for illness policy. In that case, the child or teacher would be asked to return home, see a doctor, and partner with the local health department to obtain a recommendation on how to proceed.

Health and Hygiene Practices

As always, we are following our existing hygiene and cleaning procedures, including disinfecting high-touch surfaces like door handles, and rotating toys so we can sanitize them even more frequently. As part of our daily curriculum, we continue to emphasize the importance of hand washing and align with recommended 20-second hand-washing techniques. We are reinforcing this action with children



multiple times throughout the day. If your child has had a fever or trouble breathing, we ask that you seek medical attention for your child, and we also recommend they stay home until they've been symptom-free and for fevers of 100.4 or higher, they can return to school once they are fever-free without the use of fever reducing medication for 48 hours. This also applies to cases of diarrhea or vomiting. Prior to COVID-19 the requirement was after 2 consecutive loose stools or 2 consecutive vomiting episodes, children could return after 24 hours of no episodes but now the requirement for return will also be after 48 hours of no episodes.

Payment

Payment is still required to keep the spot at the preschool. If the parents choose to keep the child at home while the facility is operating, they still need to make the payment to keep the spot for the child. No refunds for missing days.

If the family member has a positive test and need to self-isolate and keep the child at home, we will reserve the spot for the child and will credit the missed 10 business days (2 weeks) toward next payment.

If the preschool need to be temporary closed, then the credit (number of business days the preschool is closed) would be applied toward the family's future payment. No refund will be given if there is no notice of dismissal is written two weeks in advance to artecacademy@gmail.com.