



Summer 2022

Dear Steele Families,

As we prepare for another school year with Covid, we feel confident that we can continue to operate in a safe manner with the utmost care and consideration for the children, families, staff and general community's health and safety. As the Covid pandemic continues to shift, we are providing you with key information below about updated policies and procedures in order to make the transition back to our center as smooth as possible.

We are grateful for the input of experts and stakeholders who are advising us on the best course of action for running classes with Covid safety and guidelines in mind. **With the ever-changing environment we are currently living in and the continued unknowns of Covid-19, all policies, procedures and schedules are subject to change.** We continue to monitor the rules and regulations set by the CDC and the CDPHE and work with the Office of Early Childhood for updated information. All policies previously listed in the parent handbook are still intact unless there is an update below.

Please know that we will do our best to continue to communicate with you regularly not only about your child's class, but also about new guidelines regarding Covid if/when they happen. Thank you for your ongoing support and partnership. We can't wait to see your children again!

As always, if you have any questions, please do not hesitate to reach out.

Warmly,

Vanessa Sweeney

Lorelei Schull

Co Directors

Kelly Fletcher

Parent Board Chair

Parent Handbook Policy/Procedure Addendum: *What To Expect*

**All procedures are based on the latest guidelines, recommendations and policy from the state and city of Denver, Colorado.*

*** We will communicate with you any updates, closures or real-time pertinent information via email and text.*

SCHOOL CLOSINGS (Section 6)

DROP-OFF/PICK-UP PROCEDURES (Section 10)

School Closure

If the State of Colorado reverts back to a Stay at Home order during this COVID 19 pandemic, all classes will be canceled until the order is lifted. In addition, if Denver Public Schools and/or Jeffco Public Schools moves to only remote learning for the semester and/or school year, we will reevaluate whether classes will continue as we review their decision and how it affects our Steele teachers and community.

Drop off and Pick Up Procedures

With the current state of Covid, we are returning to pre-Covid drop off and pick up routines. The exception is that we ask that families do a symptom screening before coming to school. See below.

- **Drop Off:**

- We ask that families do a health screening [ChildCare_How_Sick_Illness_Policy_Final.pdf](#) before coming to school. The sign in book will be located inside the school by the cubbies. Parents need to sign in the time as well as sign their full name in the book during both drop off and pick up.
- **Signing your child into school is an acknowledgment that you did the health screening before coming to school.**
- After the child is signed in, parents take their child to wash their hands and are free to leave. If the class starts outside, parents do not need to wash their child's hands. The class will wash hands when they head inside.

- **Pick Up**
 - Parents will sign out the child and pick up the child from either inside the school or outside on the playground depending on the class schedule.

ILLNESS MEDICATION POLICY (Section 20)

- Please take a temperature check at home prior to bringing them to the center
- Keep your child home if they are showing any signs of symptoms or sickness
- Any child with a temperature of 100.4 or above will be sent home for a minimum of 24 hours.
- If your child shows symptoms while at school, you will need to pick up your child within 45 minutes.
- **See COVID Guidance for Families at end of Addendum for complete protocol**

TUITION (Section 7)

Tuition

In the event of an exposure, the class may close. If closures occur for more than 4 class periods for Tadpoles and Polliwog classes or more than 6 class periods for the Frogs class within the month, families will be given the option to prorate their tuition for the month.

In addition, if the school closes due to a Stay at Home Order or because safety measures necessary for health impede a high quality for preschool, families will be given the option to request a prorated tuition refund.

COVID-19 School Protocol & When to Stay Home

Guidelines from our Parent Handbook continue to be relevant during this time and support COVID guidance from the state:

From our Parent Handbook: ***Please use good judgment; don't send your child to school if he or she is showing symptoms of illness.*** This is especially true during the Covid 19 pandemic. We ask that each day, parents check the list in [How sick is too sick?](#) before bringing their child to school. If you or your child has any symptoms of COVID , please report them to your teacher and we encourage you to also reach out to your health care provider.

In the event of a positive Covid test or exposure, current guidelines as set by the CDC and CDHPE regarding isolation and quarantine times can be found here:

<https://covid19.colorado.gov/isolation-and-quarantine>

According to current guidelines (8/11/2022), if a student or staff/aide tests positive for COVID **AND** has been in class, the class will be required to wear a mask inside for all class days during the 10 days after exposure.

Please communicate with your child's teacher regarding illness and the teacher or director will notify the class that there has been an exposure. They will also determine the timeline for masks for the class. Confidentiality will be maintained when the exposure is reported.