

La Porte Community Schools Child Care “Getting Back on Track” Plan



The following plan has been developed to position Child Care Program for a safe transition back to school for our students and staff. The elements of this plan reflect the work of a representative committee of corporation employees that are responsible for the safety of children and fellow employees. The plan reflects guidance by the Indiana Department of Education, County and State Departments of Health, as well as state and local school superintendent meetings.

Child Care will follow the guidelines established by the La Porte Community Corporation and each individual Elementary School. Child Care will require the following.

The items listed are examples in order for you to understand the category. Please only explain points that apply to your school for in-person learning

Prevention Measures and Precautions

- Registration - Early registration will take place July 28th and 29th, 2020, In front of La Porte High School from 9:00 am – noon and 1:00 pm -6:00 pm.
- Transportation from Child Care in the morning and to Child Care in the afternoon. All students are required to wear masks when riding the bus. Assigned seating will be in place.
- Bus Arrival - Students will remain on the bus until Child Care staff picks them up
- Parent Drop Off – Child Care opens at 6:00 am. Parents are asked to use the doorbell and a Child Care staff will greet you at the door to sign your child into the program in order to socially distance.
- Parent Pick Up – Parents are asked to use the doorbell and a Child Care staff Will bring your child to you to sign out of the program. Child Care closes promptly at 6:00 pm.
- Entering the building
 - Hand sanitizing stations will be available.
 - Signage - Will be available upon entering the building.

Building Signage

- Visitors - Will be located at the building entrance. Parents and volunteers will not be allowed in the building.
- Signs encouraging social distancing - Will be located throughout the school.
- Breakfast
 - Procedures - Child Care students will get a pre-packaged breakfast.
 - Hand washing - Students will sanitize hands when entering the building, and will sanitize again before eating and after also, while in Child Care there will be regular hand washing.
- Protective face coverings are required by community leaders and health professionals due to their effectiveness in increasing the safety of others. Protective masks are necessary in Child Care when social distancing is not possible.
 - Some students may be medically exempt from wearing protective face coverings. Any student who has a condition that impacts their ability to wear a protective face covering will need to contact the school principal to document a modification to the face covering requirement. It may be that the parent/student will be advised to choose the online option to ensure the safety of the student and the school environment.
- Child Care Seating
 - Students will be seated six feet apart when able in Child Care.
- Hallway Traffic - Will be limited, students will wear masks.
 - Child Care After-school Snack - Procedures - Child Care students will get a pre-packaged breakfast.
 - Hand washing - Students will sanitize hands when entering the building, and will sanitize again before eating and after also, while in Child Care there will be regular hand washing.
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- Restrooms
 - Procedures - students will go one at a time to take restroom breaks. Masks will be worn.
 - Limitations on number of students at one time - only 3 students will be allowed to enter the bathroom at a time. Masks will be worn.
- Nurses Station – Child Care staff will take temp with a touchless device, if a student is not feeling well and assess whether they are sick or not.

- If they are ill or have cuts, bloody noses, etc., but are not exhibiting Covid symptoms, they will be moved to an area closest to the Child Care desk away from the other children.
- If a student exhibits covid symptoms, they will be moved to an area closest to the Child Care desk away from the other children until they can be picked up by a family member. The area will be cleaned immediately following.
- Drinking Fountains - Water fountains are considered high touch areas and will be closed during the active pandemic. Parents are encouraged to send a bottle of water with their child each day.
- Masks will be worn by teachers and staff while around students and other staff.
 - Small groups can be conducted if all are wearing face masks.

Personal Protection Equipment

- Staff and students will wear protective masks/face shields as much as reasonably possible throughout the day.
- Masks will be available for students and staff.
- Latex gloves will be worn by serving and custodial staff

Social Distancing

- Staff will attempt to socially distance students when possible. When feasible, students stay six feet apart during class, restroom breaks, lunches, etc.
- Classes will go outside when feasible.
- Parents and visitors will be asked to use email and/or telephone rather than in person.

COVID-19 Screening

- Staff will take a personal survey when reporting to work each day.
- Students/parents will be asked to report if friends or family have been exposed to the virus and/or, have had symptoms of the virus.
- Students/staff who are in a “high risk” category will be provided alternative programming opportunities.
- Classroom guests/visitors will not be allowed in buildings
- Students and staff will be formally excluded where applicable

Cleaning/Disinfecting

- Facilities and equipment will be cleaned daily by trained staff.
- Staff will use approved COVID cleaning supplies to disinfect.
- When possible, students will not share equipment or supplies.
- Water fountains will be out of service and off limits, except for hands-free bottle filling stations.
- Staff will be identifying practices that reduce student touching of common surfaces.
- Students will be educated on Covid 19 hygiene practices to reduce risk to themselves and others
- Classrooms and departments will be supplied with hand sanitizer and wipes.
- Facility use by outside groups will be suspended until further notice.
- School provided lunches and snacks will consist of prepackaged food.

Professional Development

- Staff will be trained on attendance procedures for calling off
- Staff will be trained on screening themselves and students for Coronavirus symptoms/exposure.
- Staff will reinforce accepted personal hygiene practices developed by the CDC and health department.
- Posters reinforcing Covid hygiene practices will be displayed in prominent areas for students and staff
- Families First Coronavirus Response Act posters will be displayed in staff workrooms
- Staff will be advised as to how to reduce student touching of common surfaces in their assigned areas
- Parents will have access to resources on hygiene suggestions, Covid 19 exposure and positive case reporting.
- Students will be taught hygiene tips and practices.