

Dear Parents and Families:

The health and safety of our children and staff are a top priority. To mitigate the spread of the COVID-19 virus in our child care community, we are making some important changes.

The Indiana State Department of Health is working closely with our county health department and the Family and Social Services Administration (FSSA) to monitor the situation closely and is preparing guidance documents for health care professionals and child care providers to be able to effectively respond to any cases that may be identified in the State.

As instructed by the Family and Social Services Administration, the following policy will be effective immediately:

- There will be no drop-offs after 10:30AM.
- There will be no pick-ups before 3:00PM.
- Parents will drop-off and pick-up at the door and will not enter the building. They will be met by an MPLP Staff Member at the door, who will take the temperature of the child before the child enters for school. Any child with a temperature of 100 degrees or higher will not be permitted to stay for that school day.
- Children will be asked to remain home until they are fever free for 24 hours without fever reducing medications, as well as free of other symptoms of diarrhea and vomiting for at least 24 hours from the last episode. Everyone can do their part to help us respond to this emerging public health threat. Parents should take everyday preventive measures to help protect their family from the spread of COVID-19:
 - Avoid close contact with people who are sick.
 - Encourage respiratory etiquette (e.g., covering coughs and sneezes with a tissue or sleeve).
 - Encourage frequent, proper handwashing with soap and water for at least 20 seconds or with hand sanitizer that contains at least 60% alcohol.
 - Keep your child at home if sick with any illness. If your child is sick, keep them at home. If their symptoms worsen, contact your healthcare provider.
 - Be prepared if your child's school or childcare facility is temporarily dismissed. Talk with your employer about sick leave and telework options in case you need to stay home with your child. Consider planning for alternate childcare arrangements.
 - Perform routine environmental cleaning. Routinely clean and disinfect all frequently-touched surfaces (e.g., doorknobs, countertops, work stations) with usual cleaning and disinfection products. Follow all instructions on the product label.
- Children must wash hands upon entering their classroom.
- Drop-offs and Pick-ups will be limited to the same two family members for the foreseeable future. These will be the only two persons allowed to drop-off and pick-up their child.
- We will be closing the daycare an hour early, at 5PM, in order to deeply clean the classrooms for the next business day.
- No outside toys can be brought into the daycare at this time; bedding may still be brought in, however.

As always, we appreciate our community's support and cooperation. You can assist us by remaining vigilant but sensible in your approach to dealing with this health concern. As you know, we are the greatest influence on our children's reactions to these types of events. As a result, let's remain calm, respectful, empathetic, and inclusive while advocating for ourselves and others.

Please contact Madison Park Learning Place Director, Karoline Sheets if you have any questions or concerns regarding this new policy.