

Safety Procedures

Covid-19 Procedures

Station Check-in Procedure Drop Off & Pick Up

Parents/Guardians:

- Check-in/out using your Procure App. The phone App is only available for parents, not for authorized persons.
- **Parents and students MUST wear a face covering that** meets state guidelines during drop off and pick up times, and when inside the building.
- Parents will line up on 6 ft-spaced markers along the edge of the building outside or inside, depending on weather conditions during our drop off and pick up.
- Parents have the option to use our Procure Kiosk for sign-in/out or **QR** code posted by the window or the **GPS** navigation check in our system, before entering the building or as soon as you get in the building.
- All authorized Drop off & Pick up persons will need to use our Kiosk.
- Parents **MUST** attest on their Procure App that their child is symptom free and contact free each day as part of the Daily Health Check.
- Children will need to be dropped off at the start of their shift.
- Children will need to be picked up by the end of their shift.
- Parents/Guardians need to sign their child in and out.

Children:

- Before entering, each child will be screened for health and wash their hands.
- Before leaving, each child will wash their hands again.

Daily Health Screening

Parents or Guardians will be required to attest in their Procure App or in our Kiosk that their child is symptom free and contact free when they bring their child to the Multicultural Children Center each day. The child's temperature should be taken at home each morning before coming to our facility.

- Staff performing health screening will wear a mask and gloves.
- Staff performing the screening will check the child's temperature by reaching around the partition/barrier and reading temperature with a non-contact thermometer.
- Staff performing health screening will ask adults the following questions listed on a separate sheet of paper:
 - Has the child experienced any of the following since the last time they were in care here?
 - Cough, shortness of breath or difficulty breathing, sore throat, muscle or body aches, chills, headache, new loss of taste or smell, nausea or vomiting/diarrhea, congestion or runny nose (not related to seasonal allergies), unusual fatigue, and/or headache.
 - A fever of 99.8F
 - Does anyone in your house have the above signs right now?
 - Has your child been close to anyone suspected or confirmed with COVID-19?