

Dear KidKare Parent(s),

Welcome to KidKare's 2020-21 school year program! We are excited for this upcoming year and all the fun we will have! To ensure that you and your child(ren) have a smooth, safe, and fun year at KidKare, please read through the following information.

We ask that you provide the following items everyday (labeled with child's name):

-Face covering -Water Bottle -Sunscreen -Tennis shoes -Change of clothes (Older kids too!)

Covid – 19 guidelines to follow for your child's safety and health:

Parents/Guardians/Authorized pick ups are not allowed to enter the building. Our keypad will be turned off.

1. **Drop off before 7:30:** Enter door #2 using the keypad code (call site for code) and sign your child in on the ipad. Ring the doorbell and a staff member will greet you and help your child get settled into their classroom.
2. **Pick up at 1:30p or later:** Enter door #2 using the keypad and sign your child out on the ipad. Ring the doorbell and a staff member will greet you, call for your child to come meet you and sign your child out for you.

If you arrive between the hours of 7:30a – 1:30p you will need to enter through the main office.

Monitoring your child's health:

1. Take your child's temp every morning before coming into KidKare. Staff will ask you if everyone is feeling ok - no fever, cough, or shortness of breath. Please adhere to the state's guidelines for when to keep your child home from care. **We will not be able to care for children who have a fever of 100.4 or higher, or any other symptoms of illness.** If your child happens to fall ill while at KidKare you will be called and your child will need to be picked up within 30 minutes.
2. Kindergarten through 6th grade children **must** wear a face covering when inside the school building. They may remove their masks when outdoor or during physical activity in the gym. Staff are also required to wear face coverings at all times. Children 5 years and younger in our Preschool KinderKids program are exempt from wearing face coverings.

KidKare policies:

1. Your child will wash their hands upon arrival to KidKare.
2. Your child's personal belongings will not be allowed in the classroom. Homework is allowed.
3. All children will be grouped by grade range in a KidKare classroom ratio of 1 staff per 14 children.
4. When eating kids will sit at assigned tables with their designated KidKare classroom.
5. Discovery students will be at Parkside Elementary in a separate classroom from the Parkside elementary students. A KidKare teacher will walk Discovery kids over before school. Discovery KidKare children are to meet in the Discovery gym after school and a KidKare teacher will sign them in and walk them over to Parkside.
6. If your child has an inhaler, epi pen or any other emergency medications, we need a copy of the Action Plan, and we need access to the inhaler and/or epi pen. It is up to you as a parent to decide if your child can have this in their backpack each day, or if you want KidKare staff to keep it in their medical bag.

When adding/removing attendance for your child(ren) we ask that it be done the Friday before week of care. To do this, follow the steps below:

1. Sign into your account at <http://bhmschools.ce.eleyo.com>
2. View your dashboard
3. Under "your accounts" click on your child's KidKare account
4. click on your child's school year KidKare contract.

5. Under "contract management", click on "change schedule"
6. Click on the calendar days you would like to add/remove
7. Then click on "submit contract schedule changes"

Non-school days: Non-school day registration will open 3 weeks prior to the non-school day. You will find that option listed under "contract management" when it opens up. Reminders will be emailed to you and posted at your site.

For more information go to: <http://www.bhmschools.org/community-ed/kidkare/school-age-care>