

Roberta Webb Child Care Center

Updates Due to the COVID-19 Virus

Thank you all for your continual prayers and thoughts for the staff and myself, our families and the larger community as we face this Pandemic head on.

Many changes have been made to ensure a new system is set in place to care for the children in childcare during this time. The order has come from the state with many mandates and the staff and I here at RWCCC plan to follow them as close as possible giving ourselves grace as we learn these new skills and how to function in our new normal.

Licensing was notified by the executive director Angela Rouse of our reopening date March 30. After answering many questions, licensing did not approve the square footage of the Nursery room. Therefore, the Nursery will not be reopened at this time. This means the executive director must call all the nursery families and left them know they cannot return during these guidelines.

New Hours of Operation

7:00-4:30 will be our new hours of (operation this plan is to limit the time of actual contact between all who assemble in our facility.)

Parents Paying by VDSS Swiping System

Social Service Parents will be directed to call the number on the back of their VDSS card and clock children in and out manually. The executive director will check daily on the VDSS portal to ensure that this is being done. This will help limit parents from entering the building, but also to make sure they are complying with this new rule, so the center gets paid in a timely manner from VDSS.

Parents Paying by Credit Card

Our parents who pay by credit card can call the credit card number into the executive director or office manager over the phone, we will not be keeping any credit card numbers on file, parents will have to call in each week.

Parents Paying by Cash

The executive director will have envelopes for parents to put cash in. Envelopes will be collected at drop off and receipts will be given at pick up.

Drop Off and Pick Up

The executive director wearing gloves, will meet the parents at the front door. The director will be the only person to touch the front door and will wipe it down with sanitation wipes in between each parent. The executive director will take the child from the parent, then hand the child to the floater on duty.

The floater will take the child to the bathroom, assist the child in hand washing, then escort the child to the classroom. We will repeat this system until all 18 children have arrived and are safely in the building. We will reverse this system as all children leave to go home.

The floater will remain in the hallway unless a teacher needs the floaters assistance, the floater will be notified by handheld radio.

Extra Clothing

Parents will be directed to bring in extra clothes for their children incase of an accident. We will ask them to bring the extra clothes in a clear zip lock bag and that is what the soiled clothes will return to them in. Children will not be permitted in the center without the extra clothes from home. This is essential to keep down on germs being pasted in our classrooms. We will also instruct parent not to bring any back packs or toys from home, and make sure children are dressed appropriately for weather.

Classroom Sizes

The classes room sizes have been decreased. The order reads that no more than 10 in a classroom and that includes the teachers. Our plan is to have 6 children in each classroom with one staff person. As we gain knowledge on how to remain in compliance with the new order, we will increase each class to 8 children.

The other order that makes the decrease in size even more complicated is that the children are to remain 6 feet away from each other. We all understand that this is going to be a work in progress, but we must make an effort in order to comply, to serve our community.

Classroom Design

Our plan is to use the furniture in the room to create more centers, so children can play alone. We will go back to mandated rotation of center play, so children have an opportunity to explore each station. Our plan is to have minimal toys out so cleaning and sanitation can be done between children moving from place to place. The children will also do hand washing in between each station.

Meal Service

The cook will remain in the kitchen the entire day. The meals will be prepared and placed on the children's plates; the teachers while wearing gloves will hand each prepared plate to each child. No Family Style Dining currently. The carts will be pushed in front of every classroom doorway by the floater. The teacher will serve the children and ask the floater to retrieve anything extra the class may need. The floater will call to the kitchen using handheld radio and the cook will put the extra supplies on the other cart in the hallway, this will allow the floater and cook to remain 6 feet apart also. The teacher will place the cart back outside the classroom when the meal is finished. The floater will then push the carts back to the kitchen doorway, so the cook can then clean sanitize and prepare for the next meal. This system will be repeated throughout the day until all meals and snacks have been served.

The children will be seated two to a table one on each end. The teacher will serve each children the prepared plate and then the teacher will eat at another small table in the middle of the classroom. The teacher will check in with the children making sure that have all that they need.

The teacher will collect all the plates, sending each child by 2's to the bathroom with the floater. The children will be placed on carpet squares 6 feet apart in the hallway as they wash hands and use the restroom. The teacher will clean and sanitize tables in the classroom and children will go back to open center play at the stations.

Bathroom Time

During bathroom time children will use carpet squares to sit on in the hallway as they wait for a turn to use the bathroom. The floater will always call for the executive director or office assistance if she needs help in this area.

The floater will also assist in the 2-year-old room to change the children's diapers so the teacher can focus on the 5 children that remain in the classroom. The 2-year-old teacher will call for the floater on the handheld radio when help is needed.

The floater will be washing her hands in between each duty of service.

Morning Meeting

Our Classrooms will still have morning meeting, we will again arrange the circle much larger giving children 6 feet between each other but opportunities for stories and time to talk about how they are feeling during this time.

Nap Time

All cots will be placed 6 feet away from each other. The parents will be told not to bring in any blankets from home. We will supply each child with a small blanket we can use each day.

Outside Play

Classrooms will go outside on a rotation. Each class will be given ½ hour to play outside so classrooms can visit the playground more times throughout the day.

Morning Outside Rotation

2Year Old Class 9:00-9:30 10:30-11:00

3-Year-Old Class 9:30-10:00 11:00-11:30

4-Year-Old Class 10:00-10:30 11:30-12:00

Afternoon Outside Rotation

2Year Old Class 3:00-3:30

3-Year-Old Class 3:30-4:00

4-Year-Old Class 4:00-4:30

Office Space

This week the executive director and office manager will be rearranging the office space, so we are 6 feet apart. The office phones, keyboards and doorknobs will also be cleaned throughout the day.

