



**YCIS SILICON VALLEY  
PRESCHOOL SUMMER SESSION ON-SITE PLAN**

- **Class Size: 10-12 students** maximum
- **Sick Policy:** increased to **48 hours** from 24 hours
  - If staff or a child exhibit signs of illness, we will follow facility procedures for isolation from the general room population and notify the caregiver immediately to pick up the child.
  - If parent or caregiver exhibits signs of illness and/or has had a fever in the last 48 hours, please keep your child(ren) home.
- **Physical Distancing:**
  - Children will remain in groups as small as possible not to exceed 10-12 students. We will **keep the same children and teacher or staff with each group to the greatest extent possible.**
  - Staff will arrange developmentally appropriate activities for smaller group activities and **rearrange furniture and play spaces to maintain 6-foot separation, when possible.**
  - We will implement strategies to model and reinforce social and physical distancing and movement (e.g., using props such as carpet squares/mats for visuals, and role-play activities).
  - We will give frequent verbal reminders to children.
- **Drop Off (8-9am) :**
  - **Only Staff, Students, and authorized personnel allowed in the school building. All individuals entering campus will be required to have their temperature taken (using a no-touch thermometer) and overall wellness will be screened.**
    - Question that will be asked and posted on the entrance door: Have you or your child(ren) had any signs of respiratory illness (fever, cough, difficulty breathing)?
  - **Limited to one parent/caregiver during drop-off and pick-up.** Both child and parent/caregiver will have their temperature checked at the entrance prior to going into the building. The child's overall wellness will be screened as well before joining the class for the day.
  - Once temperature has been checked and overall wellness check has been done, the **parent/caregiver with a mask on (covering nose and mouth), will sanitize hands with hand sanitizer** available at entrance of building

and then escort their child(ren) to their class with their belongings. **Children will wash their hands when they get to their classroom, prior to beginning any activities.**

**\*\*\***If parent or caregiver has a fever during drop off, we will ask you to take your child(ren) home and not be admitted to school for the day.

**\*\*School reserves the right to make the final decision on whether student can attend school that day\*\***

**\*\*Fever requiring student to stay home is 100.0 degrees F**

- If parent/caregiver drops off the child/children at a different time, they must ring the doorbell and staff will help with the drop-off procedure as mentioned above.
- **Pick Up (4:30-5pm):**
  - 4:30-5pm pick up **from the playground**. All students will bring their belongings to go home out with them to the playground. If they have forgotten any items, a staff member will assist.
  - If parent/caregiver needs to pick up at a different time, they must ring the doorbell and a staff member will help assist in checking their temperature prior to picking up their child(ren) from their class. **Parent/caregiver MUST wear mask (covering nose/mouth) at all times while on campus.**
- **Mask/Face Covering Policy (self-provided):**
  - All parents/caregivers entering campus **MUST** wear a mask/face covering that covers the nose and mouth at all times while on campus.
  - **Parents, please prepare some masks/face covering for your own child(ren) and place them in your child's cubby to be used as necessary.**
  - Masks will be provided to any children displaying symptoms of illness as they wait to be picked up from school.
- **Personal Items:**
  - All personal items should be labeled and kept in a separate bag to ensure personal items are separate from others.
  - During this time, personal toys should be kept at home until further notice.
- **Meal Times:**
  - We will utilize more tables to spread children out or use name cards to ensure adequate spacing of children.
  - Proper handwashing before and after eating will be enforced.
  - We will continue to follow CDC and CDPH COVID-19 food handling guidelines during lunch and snack times.
- **Bathroom:**
  - We will continue to use this time as an opportunity to reinforce healthy habits and monitor proper handwashing.

- Sink and toilet handles will be sanitized before and after each group's use.
- We will encourage children to use a tissue when using the handle to flush the toilet.
- Children will wash hands for at least 20 seconds and use paper towels to dry hands thoroughly.
- **Napping:**
  - Cots will be placed at least 6 feet apart from each other, arranging the head of each bed alternately, in opposite directions, to lessen the possible spread of illness between children from coughing or sneezing.
- **Practice Healthy Hygiene**
  - We will continue to reinforce healthy habits such as: using tissue to wipe the nose and to cough inside the elbow.
  - We will continue to model and practice handwashing before and after eating, after coughing or sneezing, after playing outside, and after using the restroom.
- **Cleaning Practices:**
  - We will follow the health department and licencing department regulations regarding cleaning at this time.
  - We will continue to be diligent about maintaining cleanliness in the classroom and shared areas (e.g., wiping down tables after use, sanitizing shared materials at the end of the day, wiping shelves and surfaces throughout the day, sanitize bathroom at least 3 times a day, etc.)



## YCIS SILICON VALLEY K-8 SUMMER CAMP ON-SITE PLAN

- Class Size: 12 students maximum
- Sick Policy:
  - If staff or a child exhibit signs of illness, we will follow facility procedures for isolation from the general room population and notify the caregiver immediately to pick up the child.
  - If parent or caregiver exhibits signs of illness and/or has had a fever in the last 48 hours, please keep your child(ren) home.
  - Children may return to camp when they have been free of illness, without the aid of medication, for 48 hours.
- Social Distancing:
  - Children will remain in groups as small as possible not to exceed 12 students. We will keep the same children and teacher or staff with each group to the greatest extent possible.
  - Teachers will design appropriate curriculum and activities for smaller groups to keep social distance.
  - We will give frequent verbal reminders to children
- Drop Off :
  - Only Staff, Students, and authorized personnel allowed on the school campus. All individuals entering campus will be required to have their temperature taken using a no-touch thermometer and overall wellness will be screened.
  - Limited to one parent/caregiver during drop-off and pick-up. The child's overall wellness will be screened as well before joining the class for the day.
    - \*\*School reserves the right to make the final decision on whether student can attend camp that day*
    - \*\*Fever requiring student to stay home is 100.0 degrees F*
  - Parent/caregiver entering campus will be required to wear a face covering
  - Parent/caregiver will sign their child into camp outside the classroom door and will not be allowed to enter the classroom itself.
  - Students and teachers must wash hands or use hand sanitizer upon entering the classroom.
- Pick Up (3:00pm, 3:00-5:00pm):
  - Parent/caregiver MUST wear face covering at all times while on campus.

- Parent/caregiver must wait outside the classroom, distanced appropriately from other parents. Teachers will release students from the classroom.
- Mask/Face Covering Policy:
  - All parents/caregivers entering campus MUST wear a mask/face covering that covers the nose and mouth at all times while on campus.
  - Students should bring a mask/face covering to have on hand to be used as necessary.
  - Any students displaying symptoms of illness are required to wear masks while waiting to be picked up from school. Masks will be provided if they do not have their own on hand.
- Personal Items:
  - All personal items should be labeled and kept in a separate bag to ensure personal items are separate from others. Only a backpack and lunchbag should be brought to school.
  - Students will store their belongings either on a hanger outside the classroom or a cubby inside the classroom.
- Lunch and Snack Times:
  - We will utilize outdoor tables to spread children out to ensure adequate spacing of children.
  - Proper hand washing before eating will be enforced.
  - We will continue to follow CDC and CDPH COVID-19 food handling guidelines during lunch and snack times as well as cleaning protocols.
- Restroom:
  - We will continue to use this time as an opportunity to reinforce healthy habits and monitor proper handwashing.
  - Restrooms will be sanitized frequently throughout the day.
  - We will encourage children to use a tissue when using the handle to flush the toilet.
  - Children will wash hands for at least 20 seconds and use paper towels to dry hands thoroughly.
- Recess and Outdoor Activity:
  - The school's playground, courtyard, basketball courts and grass fields will be used for outdoor breaks and activities.
  - Each class will play separately.
- Practice Healthy Hygiene:
  - We will reinforce healthy habits such as using tissue to wipe the nose and to cough inside the elbow.
  - We will reinforce hand washing before eating, after coughing or sneezing, after playing outside, after eating, and after using the restroom.

- Cleaning Practices:
  - We will follow the health department regulations regarding cleaning at this time.
  - We will continue to be diligent about maintaining cleanliness in the classroom and shared areas (e.g., wiping down tables after use, sanitizing shared materials at the end of the day, wiping shelves and surfaces throughout the day, frequently sanitize bathroom, etc.)