



## **TRUEKIDZ NEW REGATHERING PROCEDURES**

### **CHECK-IN**

1. Children will sanitize hands with stand-up hand sanitizer dispenser before entering the building.
2. First Impression volunteers will type the child's name and print their name label for the parents to pull off the printer themselves.
3. We will have signs encouraging families to keep 6 feet apart as well as tape on the ground to help families know where to stand.
4. Door holders will open the doors for families as they enter, with floor arrows and signs stating which doors to enter and exit.
5. Parents of kids in KidWorks and Warehouse and Underground will drop children off at the door for them to enter without parents entering the building.
6. BabyWorks parents may drop their child off at their classroom.
7. First Impressions volunteers will sanitize computers, printers, pens, and door handles after the service begins.

### **DURING SERVICE**

1. In BabyWorks, there will be two separate toy bins for each classroom, designated for each service and volunteers will be encouraged to only allow children to use one/two toys during the service.
2. In BabyWorks, parents will also be asked to put necessary items (including diapers, pacifier, bottles) for the one hour service in a ziplock bag so we do not bring diaper bags into the room.
3. There will no longer be snack time in BabyWorks. Snacks will only be allowed in Layover.
4. After Free Play in KidWorks, Warehouse, and Underground, all of the toys (and everything in the Free Play area in general) will be sanitized by the Floor Coordinator and First Impressions volunteers.
5. Children will be encouraged to spread apart during production in KidWorks, Warehouse, and Underground (we will do the best we can).
6. Small groups will be no more than 8 kids (this is a procedure we tried to follow before the Covid season).
7. Small group lessons will be created with social distancing in mind.

### **CHECK OUT**

1. Children will be sanitized as they exit the door.
2. Parents will come to their child's checkout area and will hold up the security tag for the volunteer to see. This will make it contact-less and the volunteer will take the sticker off of the child.
3. Parents will exit the door following the signage and arrows on the floor.

### **AFTER SERVICE**

1. Volunteers and staff will actively disinfect the space including any toys, pencils, chairs in infant rooms, swings, cribs, changing tables, bins, sinks, fixtures, check-in stations, door handles, Layover rooms, SuperKidz room, and any other materials in every TrueKidz space.

## **SICK POLICY**

If a child has had a fever, thick/colored nasal drainage, cough, diarrhea, vomiting, unknown rash, discharge from eyes, and/or has been on antibiotics for less than 48 hours, we ask parents to keep their child at home.