



## Re-Entry Plan for Adventure Club

### School Year 2020-2021

In addition to the procedures outlined in this document, Adventure Club will adhere to guidelines provided by the Webster Groves School District and Center for Disease Control and Prevention.

#### What will Adventure Club be like?

Our new Adventure Club program will not replicate the learning environment of our traditional free-flowing program. Adventure Club will have small cohort groups and practice physical distancing inside and outside. Masks will be mandatory for all. Children will be required to stay in assigned seats 3-6 feet apart and can only interact with children in their cohort. Sharing of supplies and group games will be restricted. Social distancing measures and cleaning protocols will limit the amount of choices we can offer. Adventure Club will play outside as often as possible, weather permitting.

Stable staffing and cohort groups will also contribute to the safety and well-being of all. Part week enrollment will not be available as children will be enrolled to attend all 5 days of after care. If a child is frequently absent due to the lack of need for after care, Adventure Club reserves the right to end the child's enrollment so that another family is afforded the consistent care they need.

The hours at Adventure Club will change. We are not offering morning care and we will close at 5:45 p.m. This will allow staff to clean and disinfect equipment and supplies used during Adventure Club.

#### Re-Entry Areas of Focus for Adventure Club

- Health and hygiene practices for children and staff
- Cleaning/Sanitizing/Disinfecting process
- Physical distancing/cohort groups
- Pick up procedures
- Learning, play, and the social emotional health of children
- Business practices



### Health and Hygiene Practices

- All staff are required to perform a daily recorded health screening before coming to work. If a student or staff member is diagnosed with COVID-19 or exposed to someone who has COVID-19, Adventure Club will follow the Webster Groves School District's guidelines based on STL County Health Department regulations. This includes contact tracing.
- All students and staff will wash hands upon arrival and at all transitions. (20 seconds minimum)
- Hand sanitizer will be available in each program area.

### Cleaning/Sanitizing/Disinfecting Process

- Adventure Club will follow district procedures for cleaning, sanitizing, and disinfecting our program areas, especially surfaces and objects that are frequently touched. This includes enhanced and more frequent cleaning of objects/toys and surfaces such as doorknobs and light switches, tables, and chairs.
- All toys and materials used during Adventure will be cleaned daily by the staff. Materials that can not be cleaned will not be in use.
- Staff will refrain from sharing toys with other cohorts until thorough sanitizing and disinfecting has occurred.
- The drinking fountains will not be used. Each student will use their own water bottle they use during the school day and after care. Please provide one for your child.
- All Adventure Club staff will review cleaning standards and protocol checklists before opening Adventure Club.
- Children will not bring toys or materials from home to Adventure Club.

### Physical Distancing/Group Size

- Only Adventure Club staff and children will have access to the building. No parents, family members, or outside visitors will be allowed inside the building for pick up or visiting. This includes outside services such as observations and counseling.
- Each child will stay within their assigned cohort and space throughout the afternoon.
- Staff will physical distance in all program areas.
- All staff and children will be wearing masks at all times.
- Cohort groups will have one assigned staff member to supervise. Children will begin and end their afternoon in their assigned space or designated spot outside. We will communicate where children will be located for pick up before the first day.
- Snack will no longer be made available to the children. We ask that parents send a healthy snack with their child each day. If you would like to send snacks for the entire group in the afterschool program we would appreciate individually packed items such as granola bars, goldfish, and applesauce and we will store snacks for future use. Snack will be enjoyed in their assigned program area or outside as appropriate. We may serve snack in shifts to ensure physical distancing occurs. Snack area will be disinfected between uses.
- Weather permitting, Adventure Club will spend the majority of the afternoon outside.

### Pick Up Adhering to Physical Distancing

- Out of respect and safety of our staff and school community, parents/family members are required to wear a mask at pick up.
- Ideally, the same parent or designated person should pick up the child every day. If possible, older people such as grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk for a severe illness from COVID-19 (CDC Recommendation).
- Pick up will limit direct contact between parents and staff members and adhere to physical distancing. There will be assigned waiting spaces outside the building for parent pick up. We will communicate where waiting spaces are for each cohort group before the first day.
- Parents will alert staff of their arrival for pick up either by ringing the school bell, calling the site phone, or meeting at the outside waiting space. Directions regarding this process will be sent prior to our first day of Adventure Club.
- Staff are required to ask for identification from anyone unfamiliar attempting to pick up. Parents should have identification ready to present to staff at pick up for the first few weeks of the program or until a rapport is established.
- In order for Adventure Club to accept legal responsibility for a child, an authorized adult must sign the child out of the program daily. This procedure is designed to protect children. In order to reduce contact and limit exposure, parents will sign out their child by a visual and verbal confirmation with their child's Adventure Club staff member (rather than using a shared sign out sheet and pen). By signing our Adventure Club agreement, parents will give permission to Adventure Club staff to sign their child out with a verbal and visual confirmation of pick up.

### Learning, play, and the social emotional health of children

- The environment and activities create a program that reflect the interest, talents, values, and personalities of the children in the program. We will respond based on the children interest, mindfulness, safety guidelines, and deep relationships and understandings of each child and the adult role we play.
- We will discontinue mixing of groups to mitigate exposure to children and staff. Adventure Club will have separate cohorts from the school day. (Intermixing of school cohort groups will inevitably occur.)
- We will limit sharing of materials. Children will have their own boxes of some materials and will work independently in their assigned area, when inside.
- Outdoor learning, play, and walks will be an integral part of the afternoon, increasing in frequency as weather permits. We will communicate when and where children will take neighborhood or campus walks.
- Children and staff will be required to follow all health and safety guidelines. Failure to follow guidelines will result in disciplinary action.



## Business Practice

- Tuition is critical to the sustainability of Adventure Club. Our staff's salaries are dependent upon these payments. Business decisions are based on this reality.
- Adventure Club is discontinuing sibling discounts. There is a significantly reduced number of children accepted into the program due to space constraints and group sizes. Smaller child to staff ratios impact personnel costs which requires us to end sibling discounts.
- Tuition rates are subject to change at the discretion of Adventure Club at any time.
- Depending on edicts from the WGSD and St. Louis County Health Department, Adventure Club may be forced to close for a period of time. In the event this occurs, we will give as much notice as possible.
- Tuition is due monthly
- Adventure Club will continually assess the capabilities of the program, available space, and the number of children we can allow into the program. Plans will remain responsive to the data and information from WGSD, St. Louis County Health Department, and public health officials.
- To support our planning and implementation efforts, we will ask families to complete a survey periodically to assess the Adventure Club experience. We will also survey families on our waitlist periodically to assess their needs for after care. While there are limits to what we might be able to do, we will work to improve our levels of care and support for our children and families.
- Enrollment process and practices for 2021-2022 school year have not been determined.



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