

Mary Evans (MECDC) 2022-23 School Year Policies and Procedures and Contract:**

ODJFS (Ohio Department of Job and Family Services), our licensing agency, requires us to follow guidance issued from the Centers for Disease Control and Prevention (CDC) found at: [CDC childcare guidance](#) We also adjust our guidance based on discussions with Columbus Public Health. Therefore:

***Any staff or child with a temperature of 100 degrees or higher should stay home.
Please keep your child at home if they have any of the following symptoms***

- Fever or chills
- Sudden onset or new cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

- At the time of writing this document, The CDC has determined that Franklin County is at a high level of transmission. Parents are currently required to wear masks to enter the school Rose Wing for drop off and pick up. Teachers are wearing masks inside the classroom during busy drop off and pick up times. Children are not required to mask unless the classroom has been under quarantine. You will receive a separate copy of current quarantine procedures to follow. If the “Community Level” returns to medium or low, we will update our masking requirements based on our licensing guidelines and CDC recommendations.

- Hours of operation will be 7:30 am – 6 pm.
- You will be asked to pay tuition at the beginning of each calendar month. If we are in session any part of the month, you will be charged for that month. This includes the scenario where a classroom is required to close for quarantine. In the event we are shut down for an entire calendar month or more, either due to COVID cases that necessitate child/teacher quarantines, or in the event the Governor enacts a "shelter-in-place order," families will be charged one-half of their monthly tuition for the first month. If the closure lasts a second full month, families will not be charged.

**** We reserve the right to close classrooms, or the entire center based on consultation with the Department of Health, changes in policies or procedures from the CDC or state of Ohio or based on our own assessment that it is not prudent to operate. We also reserve the right to update our policies and procedures based on any updated guidelines from the CDC or the state of Ohio**

Prior to your child's first day, please sign and return portion below:

I have read the policies and procedures above and I understand the tuition payment policy.

_____ (parent signature and date)

I have read the Mary Evans Quarantine Policy and I will follow the policy after COVID exposure of either my family or my child.

_____ (parent signature and date)

I understand that, while the staff of Mary Evans Child Development Center is following Guidelines laid out by the Centers for Disease Control and Prevention, there is risk involved with placing a child in a group care setting. It is impossible to keep young children socially distanced in a childcare all day long. I have read the information above and agree to strictly follow the health procedures as they are explained. I will never bring my child to school if:

- They have a temperature of 100 degrees or higher
- They have or have demonstrated any symptoms of COVID-19 in the last 48 hours.
- I or anyone in our household believe we have been exposed to COVID-19 in the last 10 days.

Child/children

Parent signature and date