Important Procedures

Drop Off/Morning Arrival

* Parents are discouraged from entering the building. Drop off at GIS morning students will be at the back parking lot students will enter through the doors located at the multipurpose room. These doors are locked in the morning please message through the Hi Mama App prior to arrival and we will look for your child to let them in the building. Morning SACC at GIS will take place in the multipurpose room or library depending on school functions. Please wait until your child has entered the building before leaving.
* GES morning SACC will be located in the multipurpose room as usual. Drop off is in the same place at the back of the building they will proceed through the doors by the brick wall next to the dumpsters.
* If your child is not feeling well their temperature will be checked using a no touch thermometer. Any student with a fever of 100 or more will be isolated from the group and parents will be called to pick up.
* All students and staff encouraged to wear a face covering per ODH. Masks will be a parent/guardian decision at this time. We will follow the guidelines from ODH and the school. SACC will follow school protocols for health and safety.

Pick Up

* Parents will need to message through our Hi Mama app when they arrive to pick up their child. Parents may come to the door and their student will be sent out. Afternoon SACC will take place in the Multipurpose room at GIS and GES. Both doors are located off the back parking lot. GES is the same as in the morning. GIS will leave from the doors to the right off the multipurpose room. Please do not enter the building. If you are going to be in a rush when picking up your child, please message the Hi Mama app prior to leaving work and let us know an estimated ETA.teachers will check it for messages of when you will arrive. The app sometimes has a delay in the messaging so please be patient. Staff will send your student out you upon receiving the message or look for you if you message a time of arrival.

Best Forms of Communication

* The best form of communication is through the Hi Mama App. We receive notification when a message comes through. This is also the main form of communication we will use. Please make sure you download the app upon enrolling and that we have an updated email to put in the app.
* The second-best way is through email [loveandlearningcc@yahoo.com](mailto:loveandlearningcc@yahoo.com). I check this daily but do not check during SACC hours as I am usually busy with the kiddos.
* The next form of communication is through our SACC phones (we do not have these with us when we are outside or in the gym but do have our tablets to receive the Hi Mama messages). GES 740-587-8177 GIS 740-587-8179
* If having trouble with any of these forms of communication you may text or call Amy Klein directly at 740-975-8756

Tuition

* We will only be accepting auto payments, or you can pay online through our Procare app with a credit card. For more information regarding payments please see the Procare letter and method of payments form. No checks or cash will be accepted at the SACC program locations.

Positive COVID-19 Tests and Contact Tracing

* If a confirmed case of COVID-19 is identified in a student or staff member LCHD will be contacted and close contacts to the individual with the confirmed case will be identified.
* All individuals who meet the definition of a close contact will be quarantined for 10 days from the date of their exposure to the individual with a confirmed case of COVID-19.
* SACC and LCHD will provide written and verbal communication to the parents of all close contacts of a confirmed case of COVID-19 and to any staff member that is identified as a close contact.

Daily Routines

* Students will be asked to wash their hands upon arrival to SACC.
* Students will be kept in the same groups to better insure contact tracing.
* Teachers will maintain proper social distancing while supervising students.
* Playground equipment and other high touch surfaces will be cleaned and sanitized daily.
* Games and equipment used indoors will be sanitized after each use.
* Students will socially distance when going to and returning from recess.
* Students will wash/sanitize their hands before going to and returning from recess.
* Please review the Child Care Responsible Restart form for more information about our guidelines and safety protocols.

Please keep in mind all these guidelines are new to us and your students. It will definitely be an adjustment. We are going to make SACC as fun of an experience as possible. Keep in mind there are things we used to do that will not be possible so be prepared for your student to complain at first. We will do our best to come up with fun activities and games that still allow us to meet all of the LCHD guidelines and ODJFS guidelines. Thank you in advance for your support and understanding!