

COVID – 19 GUIDELINES

Open Door will abide by the Covid-19 guidelines as set forth by the CDC, Maryland State Department of Education, Maryland Department of Health, and officials in local jurisdictions, including:

- Daily temperature checks and health screenings for staff and students.
- Maintaining small groups of no more than 14. Students will remain in their groups all day and groups are not able to mix.
- Staff and students are required to wear a mask at all times.
- Gloves will be used when necessary (food handling, cleaning, sanitizing, first aid and personal contact).
- Social distancing of 6 feet will be adhered to. Floor markers will be used to designate a safe distance.
- Supplies and toys will not be shared between students. All supplies and toys will be sanitized after each use and before being given to another child in care.
- Frequent hand washing by staff and students throughout the day, between activities and after use of equipment.
- Continuous cleaning and sanitizing of high touch points using CDC approved disinfectant and practices.

These enhanced safety measures are designed to reduce the potential spread of covid-19. If a suspected case arises, it will be reported to the health department immediately. Open Door will abide by any direction given by the Health Department and the Office of Child Care as to closure or quarantining of students and staff and will communicate with the families who may be impacted via phone and/or email with information and instructions from the health department.

SCHEDULE

The sample schedule below is to give a general idea of the flow of the program. Exact schedules may vary based on your child's school system.

DURING THE DAY	DESCRIPTION
Before School Enrichment (begins 7am)	Student drop-off, set up virtual learning, Open Door activity stations, morning snack
Morning Virtual Learning Session (approx. 9am)	Students will participate in their online classes; staff will help as needed
Middle of the Day Break	Physical activity, lunch, and set up virtual learning
Afternoon Virtual Learning Session	Students will participate in their online classes; staff will help as needed
After School Enrichment (ends 6pm)	Afternoon snack, homework help, Open Door activity stations, student pick-up

Open Door Activity Center Options:

- Chill Space: reading, quiet time
- Games Galore: puzzles, individual games, and activities
- Construction Zone: Legos, K'Nex, building with construction toys

- Imagination Station: materials to express the children's creativity
- Art Studio: individual arts and crafts
- Camelot Learning: academic enrichment
- Community Service Projects