



March 26, 2020

Dear Childcare Families,

First, thank you all for your patience and understanding as we develop a plan during these difficult and unforeseen times. It takes a village to raise a family and we want to continue caring for your children as best as we possibly can.

These are the steps we are taking to ensure we can continue to provide this much-needed service for you and your family, while maintaining the health and safety of all our staff and patrons. As of right now, given the very dynamic and serious public health challenge that our community is facing due to COVID-19, we have made the difficult decision to close all Aquatics programming until further notice. This will include aquatics classes the children typically participate in during their time at the YWCA.

Our plan for the YWCA childcare programs is to keep the children as separate as possible and limit group numbers while they are in their spaces. We will utilize the three outdoor playgrounds for all children, as well as the Vachon conference room and gym for the school age children. We are putting together plans and activities to keep our children active and engaged during this time. Once we hear further plans from the Lewiston School Department, we may be able to help with their remote learning program(s) to the best of our ability.

We also plan to continue to disinfect high contact areas multiple times a day, including nap mats, tables, toys, door knobs, and floors. All meals for the children will be served in small group settings, either in the classrooms for the preschoolers or the gym for the school age children. The YWCA will provide 3 meals a day (breakfast, lunch, and snack) for the children in our care.

We are restricting the general public and visitors from access to our building. The only people who will be allowed into the YWCA will be YWCA staff, families dropping off or picking up, and approved necessary vendors/contractors. Caregivers must remain in the lobby during drop-off and pick-up to minimize contact in the building. We will require that our staff stay home if they are sick or have come into contact with anyone suspected of carrying the Coronavirus.

Our hours are 7:00 AM to 5:30 PM. Our extended care program is on hold until further notice. Rates are \$155 per week or \$35 a day (including meals). Please contact us to discuss the plans for your child's care, if you have any questions.

From parents and families, we ask that you commit to the following measures to ensure your child's, and other children's, safety until further notice.

PLEASE RETAIN FOR YOUR REFERENCE:

- Bring home the contents of your child's cubby weekly, more if possible, to be washed.
- If your child gets sick while they are in our care, please bring home their cubby items at the same time as you pick up your child.
- Please keep your children home if they are sick or showing any signs of an illness. This is essential to all of our health and longevity of this program!
- Please notify us if you are keeping your child home because they, or another close family member, is sick, so we can take the necessary precautions.
- Children will wash their hands at drop off.
- Your child's temperature will be taken at drop off. If they have a fever of 100.4 or greater and/or if they are showing any signs of an illness, we may request that they stay at home.
- Parents and Guardians will drop off and pick up their children in the lobby. Please wait for a staff member to assist you by bringing your children to and from their classrooms.
- Per state licensing recommendations, group sizes of children will be limited to no more than 10 children, under the age of 4. For older children, we have adequate space in larger rooms (gym, Vachon room) to ensure appropriate social distancing. Whenever possible, groups of children will not be mixed so the same children and caregiver(s) will be together each day. This will limit your child's exposure to others in the building.
- As needed, we will also take your child's temperature during the day and watch for signs of illness. If a fever or illness is suspected, we will call parents for an immediate, non-negotiable pick-up. We will have a safe space that a child can go if they appear symptomatic until the child's family or guardian can pick the child up. This space will be in the Director's office. Staff who exhibit symptoms will be sent home immediately. This will only work if we all do our part to keep our building as healthy as possible.
- If your family has plans to travel out of state during this time, please contact us so we can create a Return to Care Plan with your family.

We appreciate your understanding and patience as we navigate uncharted waters together. This situation continues to evolve rapidly and is subject to change based on new information from the Maine CDC. Thank you all for your time and understanding during this difficult time. Please feel free to contact me if you questions, comments, or concerns.

For updated information and announcements, please continue to follow us on social media and visit www.ywcamaine.org. In the meantime, please stay healthy.

Respectfully,
Crystal Parritt
Director of Childcare Services