

# Great New Beginnings

## SAFETY GUIDELINES

As we continue to rely on expert protocols from the CDC, Public Health, Office of Child Care Licensing and the Governor's office, we want our clients and employees to know that the environment at Great New Beginnings is as safe and virus-free as possible. Please note that procedures may be subject to change as guidelines continue to be added or altered.

### Public Spaces

Each morning, we will set up a lane in the parking lot for drop off. As the car in front of you pulls off, this signals that there is no one in the lobby area and it is safe for you to enter to drop off your child(ren). We do ask that parents are considerate of the family's time behind them and only pull into this lane once prepared to drop off their child(ren).

Face Coverings will be required to be worn by all employees and guests while in public, high traffic areas.

The glass window at the Front Desk will remain closed as much as possible to protect both employees and clients.

Hand Sanitizing Stations will be located at the lobby entranceway to the building. Hand sanitizer stations, wipes and soap and water will be readily available for all employees at all times.

High traffic areas and public areas will be cleaned with higher frequency in accordance with Public Health and CDC Guidelines.

### Classrooms

We have elevated cleaning protocols to include the thorough cleaning of all high-touch points, toys, and surfaces, including the playground equipment.

Our standard cleaning supplies include hospital-grade disinfectants that are EPA registered and directly ordered through Cintas weekly to be sure our supply is always stocked.

Children's items will remain separated from other students and in their assigned cubby area.

Face coverings will be worn by all employees.

### Staff Procedures

All staff will be required to have temperatures taken prior to his/her shift, as well as, answering a questionnaire regarding COVID-19 symptoms and contact. These questions are updated in accordance with CDC, Public Health and Office of Child Care Licensing guidelines.

Frequent handwashing and maintaining social distancing will be encouraged as much as possible and in accordance with CDC, Public Health and Office of Child Care Licensing guidelines.

Face coverings will be worn at all times. Staff that work with the younger age groups and have to frequently hold the children will wear smocks.

As we transition to a new normal, we thank you in advance for your patience and understanding. If you have any additional questions or suggestions, please contact us directly.

Stay safe and healthy,

The GNB Team