

Hiersteiner Child Development Center Drop-off and Pick-Up COVID-19 Guidelines

Parents will be given an 8" x 10" sign with the child's full name and initials of the classroom on the child's first day of attendance. Name signs are to be held up at both drop-off and pick-up for ready recognition of child to expedite drop-off and pick-up procedures.

All persons bringing children, as well as children 2 years of age and older, must wear a mask, at both drop-off and pick-up. Masks should be put on at the car and not removed until the person returns to the car. Children's masks will be removed in the classroom. When giving "good-bye" kisses at the facility, please do not remove your child's and/or your mask. You might choose to give "good-bye" kisses without the mask at the car.

Drop-off Procedure

Staff will be outside 7:30 – 9:00 a.m. If arriving after the HCDC staff are inside the building, the parent is to call the Front Desk and a staff member will come out to check-in the child.

Stations will be marked on the sidewalk to the left and right of the front entrance of the HCDC. Stations will be marked six feet apart to maintain social/physical distancing.

JCCC Police will direct traffic for vehicles to enter the HCDC parking lot to park. This will be as needed.

Parents are to take their child/ren to stand at one of the designated stations. If all Stations are occupied, they are to remain by their car until motioned by HCDC staff to take a spot.

HCDC staff will take the temperature of each child upon arrival before entry into the Center. Parents will be asked questions about their possible exposure to COVID-19.

HCDC staff will have a roster for each classroom and mark the child present.

HCDC staff will escort the child to the appropriate classroom.

Pick-up Procedure

HCDC staff will be outside beginning at 4:30 p.m. for pick-up of children. If possible, the parent can call ahead. If arriving before 4:30 p.m., the parent is to call the Front Desk and the child will be brought to the parent.

The person coming to pick-up will park in the lot and walk to one of the designated stations. If all Stations are occupied, they are to remain by their vehicle until motioned by HCDC staff to take a spot.

HCDC staff will notify classroom of the child who is being picked-up.

The person picking up after reconnecting with the child will return to their vehicle and exit the parking lot.

All children must be out of the Center by 5:30 p.m.