



## **Come Read with Me COVID-19 Health and Safety Guidelines**

The health and safety of our students and staff are of paramount importance. With that in mind, we want to make sure that we have policies and procedures in place to ensure the health and safety of all who are involved with Come Read with Me. The CDC (Centers for Disease Control and Prevention) and DSHS (Department of State Health Services) have recommended the following precautionary measures:

- Implement social distancing strategies
- Intensify cleaning and disinfection efforts
- Modify drop-off and pick-up procedures
- Implement screening procedures upon arrival

### **Drop off and Pick-Up**

- Please ONLY use CRWM's entrance for drop off and pick up. Please DO NOT use other entrances to access CRWM.
- Only essential visitors, volunteers, staff, and students are permitted into the building.
- At drop off and pick up times please phone CRWM office to notify them that you have arrived. Staff will then ask you to come to the main entrance.
- At the time of drop off, hand sanitizers will be distributed. Visitors, volunteers, and students will be screened for signs and symptoms of COVID-19.

### **Screening for Signs and Symptoms of COVID-19**

Teachers and office staff are encouraged to self-monitor for signs and symptoms of COVID-19.

- Prior to individuals entering the facility, screening will occur. Parents, guardians, or students MUST fill out the screening questionnaire BEFORE they arrive at CRWM. Questionnaire can be brought on arrival for classes or emailed to the office ([office@crwmtx.org](mailto:office@crwmtx.org)). A copy of the questionnaire can be found on our website and is included in this registration packet. If additional copies are needed, they can be requested from the main office.
- All visitors, staff, teachers, volunteers, and students will have their temperatures taken before entering CRWM.
- No visitor, volunteer, or student will be allowed to enter CRWM without filling in questionnaire and be free from all symptoms listed below:
  1. Temperature MUST be below 100.0° F
  2. Cough
  3. Shortness of breath/difficulty breathing
  4. Chills/Repeated shaking with chills
  5. Muscle pain
  6. Headache
  7. Sore throat
  8. Loss of taste or smell
  9. Diarrhea
- Any individual exhibiting any of the above symptoms will be sent home immediately.

**Social Distancing and Protection**

- Six (6) feet of distancing will be maintained between individuals and workstations.
- Classes will include the same group each day and the same group of teachers/staff will remain with the same group each day.
- Each group will be kept in a separate classroom.
- They will be no more than nine (9) individuals + staff/teacher in each group.
- All staff/teachers will be required to wear masks.
- Students will be encouraged to bring their own masks and wear them at all times.
- Disposable masks will be made available if student forgets to bring their mask.
- If a student CANNOT wear a mask, please notify the office at time of registration, and bring a note from medical practitioner stating this is the case. This will enable staff/teachers to arrange seating to keep everyone safe.
- Frequent hand washing and hand sanitizer stations will be made available.

**Cleaning and Disinfecting**

- All surfaces, handles, doorknobs, and other high-touch areas will be disinfected frequently.
- Thorough regular housekeeping, including routine cleaning and disinfecting of surfaces and equipment will be maintained.
- Deep cleaning and sanitizing of CRWM will be done weekly.
- Disinfectants and hand sanitizers will be located throughout the building.

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**Parent/Guardian Signature**

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**Date**

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**Student Signature**

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**Date**