

Out-of-School Time

Strategy to Maintain a Safe Environment



**RESPONSE
TO COVID-19**



>> **The Need for Out-of-School Time**

Family Service Youth

Development Programs:

- > Boost academic performance.
- > Reduce risky behaviors.
- > Promote physical health.
- > Provide a safe, structured environment for the children and youth of working parents.
- > Provide academic and enrichment clubs for kids of all backgrounds.

Family Service provides extended learning opportunities to more than 2,500 elementary and middle school students each year at 22 school locations. Our goal is to ensure no one is left behind, so last year we provided \$247,050 in financial assistance to families in need.



"I am not sure if you can answer my question or not. If LPS decides to do an alternate school year in the fall are you going to have daycare options for parents that have to work? Our daycare ends in August when my daughter is supposed to start school. My husband and I can't work from home..."

- Parent email sent to Family Service

Students across the country may have experienced educational loss due to prolonged school closures during this pandemic. The impacts of lost instructional time and social-emotional development on children should be anticipated. Family Service's out-of-school time homework support and Community Learning Centers can help make up for lost time through extended learning opportunities.*

**American Academy of Pediatrics COVID-19 Planning and Considerations*



>> **Transition Safely Back to Out-of-School Time**

Out-of-School Time

Governor Pete Ricketts and Mayor Leirion Gaylor Baird have called on child care providers to keep their doors open so essential workers can maintain employment and furloughed workers can return to work.

Family Service responded to this request by providing summer day camps at two locations for over 100 families. We adjusted our programming to ensure a safe, yet fun summer, and exceeded the Center for Disease Control and Department of Health and Human Services Directed Health Measures standards established for child care providers.



Learning outside the classroom nurtures creativity and helps build lasting friendships.

Mental Health Support

Access to mental health care for students is necessary now more than ever. Our school-based therapists can provide telehealth care or in-person sessions that meet the needs of students and their families. Our therapists can provide what the American Academy of Pediatrics identified as an essential component to reopening schools. In their COVID-19 Planning and Considerations: Return to In-person Education in Schools, they state: "School mental health professionals are critical in shaping messages to students and families about school re-entry including addressing anxiety, social acclimation, etc. Schools are encouraged to adopt an approach of universal services for mental health support for all students."

>> **Complying with Child Care Directed Health Measures:**

All staff and students will have their temperatures taken upon arrival and in the afternoon.

Any persons with a temperature of 100.4 degrees or above will be excluded from entering the site.

Students will be dropped off and picked up “curbside.”

Students will be assigned to a homeroom and will not relocate between rooms.

To the fullest extent possible, staff will not work between classrooms.

Staff and student’s health will be monitored throughout the day and site directors will quickly excuse anyone who exhibits COVID-19 symptoms.

Employees will wear face coverings. Students will wear face coverings as requested by the student’s parent/emergency contact or as required by health measures and LPS policy. Physical distancing will be practiced to the fullest extent possible.

Students and staff will wash hands frequently and have hand sanitizer and sanitizing products available.

Each classroom will clean materials and space according to a cleaning checklist. Cleaning will occur no less than every 4 hours with an EPA registered product.

Each site will have an area for a student to be isolated if the student becomes ill while in care. Program time will be spent doing outside activities whenever possible.



“Family Service’s out-of-school time programs are held to high standards of care by the Department of Health and Human Services Child Care Licensing Department and by our national accreditation body, Council on Accreditation. Transitioning to the Directed Health Measures and Center for Disease Control (CDC) guidelines for child care providers will require additional staff training, planning, and personal protective equipment. The challenge is real but not overwhelming.”

*- Dennis Hoffman,
Executive Director*



>> Promoting a Safe Environment

Maintaining the environment

Staff will disinfect materials as needed, but no less than every 4 hours. All tables and counters will be cleaned with disinfectant spray after each use. At the end of each day, all materials, tables, chairs, counters, doors, and cabinet handles, etc. will be cleaned with a spray disinfectant or disinfectant wipes. All classrooms will be swept and mopped as needed and at the end of each day.

Lesson plan materials will rotate through classrooms. Before materials are rotated, all materials will be cleaned with disinfectant wipes or spray. No water play or sensory play such as rice, beans, sand, or play-dough, will be used. No soft toys that cannot be disinfected will be allowed.

Hand hygiene for staff and students:

- Arrival to the facility and after breaks
- Before and after preparing food or drinks
- Before and after eating or handling food
- Before and after administering medication, medical ointment, sunscreen
- After using the toilet or helping a student use the bathroom
- After coming in contact with bodily fluid
- After playing outdoors
- After handling garbage
- Staff supervise students when they use hand sanitizer to prevent ingestion and assist them with hand-washing as needed.
- After assisting students with hand-washing, staff will also wash their hands

Strong leadership:

The Center for Disease Control recommends that child care providers “plan ahead and recruit those with child care experience to ensure you have a roster of substitute caregivers who can fill in if your staff members are sick or stay home to care for sick family members.” Family Service’s infrastructure can support the demands placed on providers to manage a safe environment. Full-time program coordinators oversee the operation and full-time site supervisors manage the on-site activities and the care of participating students.

Each site supervisor will have part-time assistants dedicated to classrooms at a 1:15 staff to student ratio.



If a student becomes ill with COVID-19 while involved in care:

- The student will wait in an area that is isolated from other students with a staff member.
- The parent/emergency contact will be called immediately to pick up their student.
- The student will not be able to return to care until a 14-day isolation is completed or the student is released to return to care by a medical authority.
- After the student has been picked up by the parent/emergency contact, the entire facility will be thoroughly cleaned immediately with spray disinfectant or disinfectant wipes. Floors will be swept and mopped immediately.
- All other parents/emergency contacts will be notified at pick up.
- The Lancaster County Health Department will be notified for further instructions.

>> **Out-of-School Time Preview and Expectations**

All students will be assigned to a friend group that they will spend their out-of-school time with each day.

The group size will follow Directed Health Measures (currently no more than 30) and maintain a 1:15 staff to student ratio.

Consistent program staff will be assigned to friend groups when possible.

Students will rotate spaces with their groups for snack time, indoor activities, and outdoor active play.

During snack time, more than one group may occupy a multipurpose room but will be at least 6 feet apart from all other groups.

Students will utilize outside areas in their designated friend groups frequently.

The use of outdoor areas will be staggered so that only one group is using the assigned area at a time.

Playground equipment will only be used as health directives or LPS allows.

Students will have their own “pencil pouch” so supplies are not shared.



Drop off and Pick up:

Parents/emergency contacts will call to notify staff when they have arrived to drop off or pick up their student.

Prior to entering the program, student temperatures will be taken by staff.

At program departure, staff will walk the student to the exit. If the staff does not recognize the person picking up the student as a parent/emergency contact, the staff will ask to see an ID and compare the name to the enrollment information.

The parent/emergency contact will consent to allow staff to sign the student in and out of the program using School Care Works software and a mobile tablet.

FSL ACADEMIES

BEFORE AND AFTER SCHOOL

Academic and enrichment clubs will focus on activities that are an engaging and fun way to spend time after school in small groups

a.m. schedule

7:00 am until the school day starts

- Free Choice: board games, homework help
 - Active Time: gym time, outside time, arts and crafts
 - Family Service Curriculum: planned activity
-

p.m. schedule

The end of the school day until 5:45 PM

- Snack Time
 - Homework Enrichment
 - Academy Clubs: STEM, Arts and Culture, and Sports and Recreations
 - Choice Time: crafts, board games, gym time, outside time
-

Students will spend time each week in our Academies. Our Academy focus areas include STEM (Science, Technology, Engineering and Mathematics), Arts and Culture, and Sports and Recreation. Each Academy is designed to provide extended learning opportunities in small collaborative groups to strengthen creativity, problem solving, and knowledge to equip students with confidence and resilience.

schedule

COVID-19 RISK DIAL

DIAL	LOW	MODERATE	HIGH	SEVERE**
Student Density	100%	100%	50-100%	0%
Classroom Size	No Limit	30	30	0
“Friend Groups” Assigned	No	Yes	Yes	N/A
Face-Covering – Staff	No	Yes	Yes	N/A
Face-Covering – Students	No	TBD	Yes	N/A
Staff & Student Temperatures at Entry	No	Yes	Yes	N/A
Disinfecting	Yes	Yes	Yes	N/A

*The requirements above are subject to change based on Lincoln Public Schools and Lancaster County Health Department requirements and recommendations.

**When the risk for COVID-19 spread is severe, Family Service will close before and after school programming. Locations to provide child care for essential workers will be explored.



>> **Partnering for Success:**

What Family Service needs to open out-of-school time:

1. Additional classroom space at larger schools.
2. Flexibility with non-school programs including access to facilities and limiting programming to the following non-school days:

October 15-16;
November 25, 30;
December 28, 29, 30;
March 8, 9, 10, 11, 12.

3. To close the afternoon program on PLC days.



Frequently Asked Questions

How will staff be monitored for COVID-19?

Staff will not be allowed to work when presenting any symptoms of COVID-19. Staff temperatures will be taken twice a day. Any COVID-19 symptoms will be reported to the site director, program director, and Human Resources director. Staff will be given directions on how to access Test Nebraska and will not be allowed to return to work until a negative test is obtained or they are cleared to return by a health official.

Will it cost more to attend the program?

Family Service will maintain the same 2019 fee schedule for 2020.

Will the program close if a staff or child is diagnosed with COVID-19?

Family Service will follow the recommendation of the Lancaster County Health Department to determine closures to prevent the further spread of COVID-19.

Will Family Service staff be trained on how to identify the symptoms and manage the environment?

Yes, all staff will complete COVID-19 training before working in the program.

Will staff be required to wear a face cover at all times?

The current health directive for child care programs recommends that staff wear a face cover. Family Service will follow this recommendation while indoors.

Will students be required to wear a face cover?

Students will wear face coverings if requested by the student's parent/emergency contact or as required by health measures and LPS policy.

Will volunteers or other non-LPS staff be allowed in the program during out-of-school time?

Access to the program will be limited to Family Service approved personnel necessary to operate the program, including paid staff and club instructors.

Can parents/emergency contacts visit or tour the program to ensure the environment is safe?

Yes, but only by appointment and with face coverings.

Will six-foot social distancing be required?

Yes, to the extent possible.





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