



## Re-Entry Letter

Hazelwood Child Development Center

[www.hazelwoodcdc.com](http://www.hazelwoodcdc.com)

Dear Families and Friends,

We all have a role to play in protecting our community from getting and spreading respiratory illnesses like coronavirus disease (COVID-19). The safety and wellness of our students is always our highest priority. Hazelwood Child Development Center, LLC (HCDC) along with other childcare centers in the area, remains in contact with local, state and federal health agencies. (For more information visit the CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>)

### What HCDC will do to ensure the safety of all staff and children?

We at HCDC have taken action to prevent the spread of the COVID-19. In an effort to meet each child's needs, our staff has been working to keep all areas disinfected and sanitized. This is a preventative measure and will continue as long as necessary to care for your children. The center reopened for children on May 18, 2020, and as information changes, HCDC will notify all staff and families directly by email, text message and/or phone call.

HCDC will have a company coming in to deep clean the facility, with medical grade products, once a week, on Friday's, to help prevent the spread of Coronavirus and all other viruses. This is based on current CDC guidelines and recommendations taken to protect against COVID-19 and other common communicable diseases, such as the cold and flu. While the identification of a new illness can be alarming, together we can continue to help protect our school by following basic prevention practices:

All HCDC staff and administration will take training on Covid-19 in the work place, and what to expect. All staff will be provided with PPE (Personal Protection Equipment). All Staff, Families and Friends are required to wear masks, and shoe coverings when entering the building to help prevent the spread of Coronavirus.

HCDC Best Practices require all staff and families to adhere to the list below:

- Practice good hygiene.
- Wash hands with soap and water frequently, for at least 20 seconds.
- Use alcohol-based sanitizers (Will be Provided in all Rooms) when soap and water are not available.
- Use disposable tissues when coughing and sneezing; dispose of tissues carefully and promptly.
- If tissues are not available, direct your cough or sneeze into the crook of your arm/sleeve.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Stay home when you are sick, and remain home until fever-free, for 24 hours, without the use of fever-reducing medication
- Avoid close contact with anyone who has cold or flu-like symptoms.
- Avoid physical contact with others (NO handshakes, fist bumps, hugs, holding hands, etc.)
- Stay home when you are sick and keep children home when they are sick.
- Suspend unnecessary travel.

- Maintain healthy habits that support your immune system (exercise, get enough rest, eat a healthy diet).

As a center, we have implemented deep cleaning, daily disinfecting of all high touch surface areas, and provided classroom disinfectant stations. All children showing symptoms of illness will be sent home, as well as any staff. Out of an abundance of caution, we are implementing proactive measures for any of our students, families, and staff traveling abroad or who may have come in contact with someone who has been ill.

## Waiver of Liability and Indemnity

I agree that I am personally responsible for my safety and health of my child(ren) while attending Hazelwood Child Development Center. I agree to comply with all HCDC polices and rules, including, but not limited to all HCDC policies, guidelines, signage and instructions. I, on behalf of my family, recognize the risks of contracting the COVID-19 virus. I agree to indemnify and defend HCDC from and against any costs, damages, claims, loss and/or liabilities rising directly or indirectly from or related to any and all claims by or against HCDC due to, or related to, the COVID 19 virus.

I will NOT send my child to HCDC sick, or drop my child(ren) if they have been in contact with, or have been in close proximity with, someone who has displayed symptoms, or been diagnosed with COVID-19. I agree to contact HCDC administrators immediately to inform them if my child or anyone in my household has been in close proximity with someone who has shown any signs of illness including:

- Runny nose
- Cough
- Breathing funny or wheezing
- 99.9 fever or higher

These symptoms do not have to be in combination with other symptoms. If my child(ren) shows just one of these signs, I will keep my child home.

We will continue to monitor the situation and notify our families and community if any further changes are necessary to ensure the safety and wellbeing of our HCDC families and staff.

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Child(ren) Name(s)

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Print Parent's Name(s)

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Parent's Signature

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Date

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Parent's Signature

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Date