



Program Objective

- Offer full day child care in multiple schools in WCASD staffed by ACP staff.
- Offer options for full and part-time childcare while supervising online/virtual school day in small group environment. Extended afternoon care for families who require a late pick-up.
- Adhere to health and safety guidelines set forth by CDC, CCHD, DHS, and WCASD regarding Covid- 19.

Operations

- Hours of Operation: 7:30a – 5:30p
- ACP Programs will coincide with the district's Virtual schedule: Parents will be offered choice of
 - Instructional Day Only
 - Instructional Day plus extended afternoon care
 - Full-time (5 days) or Part-time (3 days)
- Grade Level Primary Care Groups:
 - Children will be grouped according to grade level with the same ACP staff member each day in the same physical space.
 - During the academic portion of the day an ACP staff member will supervise and assist the children in their classroom as they participate in WCASD's virtual learning program.
 - ACP staff will provide supervision for the extended afternoon program engaging the children in activities and outdoor time.
- Parents will be required to provide snacks and water bottle for their child each day. Parents may elect to pack lunch, or the school district will have breakfast and lunch available for children in our program to purchase: **Breakfast** - \$1.75, **Breakfast & Lunch** - \$4.25, **Lunch** - \$2.75, **Breakfast/lunch/snack** - \$4.50. The cost is per person/per day. [Financial assistance](#) is available for qualifying families.
- ACP will take the children outside for "recess" in their small groups – classes will be scheduled so that only one group is outside at a time in certain areas of the outdoor space. ACP will disinfect surfaces in between groups outside.
- ACP will adhere to [cleaning protocols](#) and will follow our illness policy strictly.
- ACP staff are required to wear face coverings throughout the day except for outdoor time where a 6-foot distance can be maintained.
- Children will be required to wear face coverings except for outside time, eating and during "mask break time" when they are seated and a six-foot distance can be maintained.
- Wellness/temperature checks will be performed daily for staff and students.
- Parents will drop off and pick up at designated locations during designated times. Parents will not be permitted to enter the buildings/classrooms. Sign in and out sheets will be provided for parent use. Parents will be asked to wear face coverings at drop off and pick up.

Operations Cont.

- Materials will be labeled and used by individual students to avoid sharing of supplies.
- Hand washing will happen several times throughout the day – hand sanitizer will also be provided if/when soap and water are not readily available.
- If a child becomes ill during the day, (running a fever of 100.4, cough, lethargic) parents will be called to pick their child up. Children who become ill during the day, will be removed from their classroom, and stay with a staff member or the director in a designated area of the school where they will not come into contact with other children or staff.
- [DHS guidelines](#) will be implemented should a child or staff member test positive for Covid.
- Visitors will not be permitted into the spaces occupied by ACP.

Frequently Asked Questions:

1. Will my child be able to participate in his/her online learning program while attending ACP? How will ACP staff provide academic support for my child?
A: ACP staff will supervise and assist children as they participate in their online school program. Staff will help children login and navigate their online learning module and help transitioning between live classes and asynchronous blocks. One-on-one assistance will be offered time permitting. It is parents' responsibility to check their online portal to assure assignments are complete each day.
2. What is the deadline for a new enrollment?
A: A [new enrollment/tuition agreement](#) and must be filled out and returned by AUGUST 17TH.
3. What is your Covid Safety Plan? What happens if a student or teacher contract Covid at my child's school?
A: Please see the attached Covid-19 Health and Safety Plan as well as the Department of Human Services guidelines which specify how positive Covid cases must be handled in our program.
4. What will my child be doing when he/she is not completing schoolwork?
A: During the academic portion of the day, students will be engaged in live classes and asynchronous learning. Should your child complete his/her assignments quickly, we ask parents to provide a book for your child to read independently. Other quiet activities like coloring will be made available. Children will have breaks for snack time, lunch, and recess as well. Should you elect to extend your child's day past the academic hours, we will offer a variety of outdoor or gym-based activities as well as board games and arts and crafts. Our offerings will take into consideration maintaining proper distancing and face coverings.
5. How many students will be in each classroom? How will students be interacting with each other?
A: ACP will maintain a 1-12 teacher to student ratio. We will group children according to grade level and maintain those groups throughout the day. ACP staff will stay with their group all day including lunch and outdoor time. Classrooms will not be comingled to minimize exposure. Children's desks will maintain a 6-foot distance from other desks. Masks must be worn throughout the day except for designated times which include eating, outdoor play when 6-feet of distance can be maintained and while all children are seated in the classroom. ACP staff will offer reminders regarding proper mask wearing as needed.

6. Will my child be able to play outdoors or in the gymnasium on inclement weather days?

A: Yes, we will make every effort to get children outside every day weather permitting. On days when the weather keeps us indoors, we will spend time in the gymnasium playing age appropriate indoor games.

7. Will childcare be offered on early dismissal days or days the district is closed?

A: Yes, ACP will offer care on early dismissal days and district holidays. No additional fee will be charged for these days. A list of days ACP holidays will be sent to registered families in a follow-up email.

8. What does my child need to bring to school each day?

A: Children should come to school prepared to engage in their online learning program with the school district. Each child should have a backpack, iPad or laptop computer, charger, headphones or earbud, pencils and pens and any other stationary needs the district requires. More details will be included in a follow-up email.

9. What are the drop-off and pick-up procedures?

A: Parents will be providing transportation, drop-off and pick-up areas will be designated at each elementary school. Specific information will be sent to families once they are registered at a specific school.

10. What happens if we move from Green to Yellow or Red phase?

A: Our programs are operating under Yellow Phase guidelines therefore nothing would change regarding protocol or procedures should we move from Green to Yellow Phase. Should additional policies need to be implemented as required by the CDC, state, or DHS, we would inform parents of these changes. If we enter a Red Phase, ACP will apply for waivers to continue providing childcare for essential workers as permitted under state guidelines. For this reason, we ask parents to identify themselves as essential workers in the updated enrollment/tuition agreement which is attached.