



May 17, 2020

Parents and Staff,

Below is the official **Reopening Plan for South Hills Child Development Center Inc.**, which details all the guidelines for our reopening, tentatively set for Tuesday, May 26.

## Overview

- The Reopening Plan for South Hills Child Development Center Inc. is based on guidance from the following:
  1. CDC Guidance for Child Care Programs,
  2. OCDEL (Office of Child Development and Early Learning),
  3. Erie County Department of Health,
  4. OSHA (Occupational Safety and Health Administration),
  5. PA KEYS guidance on complying with CDC via webinar trainings, and
  6. Outside legal guidance also based on CDC.
- South Hills is licensed through both the PDE (Pennsylvania Department of Education) and DHS (Department of Human Services). Neither PDE or DHS will be changing any regulations currently in place nor adding new regulations due to COVID-19. Schools and child care centers are to follow the guidelines from the above mentioned entities, while still adhering to state regulations established by PDE and DHS. These entities do not have legal authority for creating or enforcing COVID-19 plans, which are left to individual schools/centers to create based on the guidance of the entities listed in the paragraph above.
- Please note this plan and future plans may be superseded by updates from CDC and/or OCDEL at any time, as well as by improved practices at South Hills.
- This Reopening plan is structured similar to the “CDCs Interim Guidance for Administrators of US K-12 Schools and Child Care” and their supplemental “CDC Guidance for Child Care Programs that Remain Open.”
- As of May 8, PA is in Phase 2 or the Yellow phase of reopening. Phase two “*expands to all children with enhanced social distancing measures.*”. Phase three will mean “*remaining open with social distancing measures.*”
- **Upon reviewing the entire re-opening plan, please refer to the “List of Items for Parents to Gather for the Re-opening of South Hills” at the end of this document for a full summary of items that parents will be required to provide for their children upon our re-opening.**
- **ALL PARENTS ARE REQUIRED TO SIGN A PARENT/GUARDIAN RELEASE AND LIABILITY WAIVER (PAGE 14) STATING THAT YOU HAVE READ AND AGREE TO ALL INFORMATION INCLUDED IN THIS REOPENING PLAN AND ACCEPT ALL RISKS ASSOCIATED WITH SOUTH HILLS’ REOPENING.**

## TABLE OF CONTENTS

Overview	1
Face Masks & Hygiene	3
Cleaning, Sanitizing, Disinfecting, Ventilation	4
Ensure Social Distancing	4
Limited Sharing	5
Parent Drop-Off and Pick-Up	6
Cleaning, Sanitizing, and Disinfecting	7
Cleaning and Disinfecting Bedding	8
Holding, Hugging, & Cleaning	8
Healthy Hand Hygiene Behavior	9
Food Preparation	9
Plan for When a Teacher or Child Becomes Sick	9
Maintain Healthy Operations	10
List of Items for Parents to Gather for Reopening:	11
DAILY DOCUMENTATION OF CHILD HEALTH ASSESSMENT	12
FACE MASK OPT-IN/OPT-OUT	13
Parent/Guardian Release & Liability Waiver – Reopening Plan	14

# SAFETY PRACTICES

Below is a list of our safety initiatives that we will implement upon our re-opening. Please read carefully:

## Face Masks & Hygiene

- We will be teaching and reinforcing hand washing skills to staff and children.
- We will be teaching and reinforcing use of cloth face masks to staff and children.
- **It is REQUESTED and STRONGLY RECOMMENDED that children WEAR FACE MASKS!**
- **Children MUST be able to take face masks on and off independently.**
- **Face masks must not have dangling strings and must be pre-tied so they can be easily put on without requiring tying!**
- **Staff members are required to wear protective face masks.**
- Masks are NOT to be worn outdoors on the playground or during napping, snacks, meals, and hydration periods. Staff members who do not wear masks outdoors must practice social distancing with other staff members of at least 6 feet.
- While we request and strongly recommend that children wear face masks, **FACE MASKS for children will be a PARENT'S DECISION.** Studies show children touch their faces more often when masks are worn, reducing any positive outcomes from face masks. The staff will be required to put on gloves to adjust a mask if needed.
- **Parents will be required to provide a labeled case/small zippered bag in which to place face masks during times they cannot be worn, and to take them home daily for washing. In case of contamination, two face masks should be available for children whose parents want them to wear a face mask.**
- Staff members must also have two face masks available and a case for storage.
- We will ask the parents help teach their children not to take the face masks off unless instructed to do so by a teacher, and to not to lay them on any surface if they do remove them. The rule will be "On your face or in the case".
- **Children with compromised respiratory systems and who have an asthma plan** posted at the school are generally recommended not to wear face masks, but please consult your physician and send directives to us through your physician with signature and date included which will be included on the child's asthma plan. No child with an asthma plan can return without this physician directive!
- We will be posting signs "Stop the Spread", "Properly Wash Hands", Protective Measures" and "Properly Wearing a Face Covering."

- We are required to have adequate supplies of soap, disposable gloves, tissues, hand sanitizer, disinfectant and hand soap. This has been a challenge for many preschools, but we are fortunate to have a solid source for all supplies, **with the exception of disinfectant wipes. SOUTH HILLS WELCOMES ANY DONATIONS OF DISINFECTANT WIPES!**
- **SUNSCREEN MUST BE APPLIED BEFORE A CHILD'S ARRIVAL AND VERIFIED ON THE CLASSROOM LIST THAT WILL BE PROVIDED BY THE STAFF MEMBER UPON ARRIVAL.** Children will have sunscreen reapplied in the afternoon and gloves will be changed between sunscreen application on each child. Applying sunscreen to your child in the morning will save our school from using countless boxes of gloves.

## Cleaning, Sanitizing, Disinfecting, Ventilation

- **We will actively clean, sanitize and disinfect frequently touched surfaces.** This includes door handles, bike handlebars, sinks, bathrooms multiple times per day, and any objects shared between uses.
- **We are temporarily banning cloth or plush toys which cannot be used or brought from home due to cleaning difficulties.**
- We will open windows for air circulation as much as possible.
- **Water lines will be opened and water will run** at least ten minutes prior to reopening to minimize the risk of water related diseases.

## Ensure Social Distancing

- Keeping children 6 ft apart is not practical, possible, or even emotionally/socially supportive for children. *"In child care/preschools, social distancing is more focused on keeping children in the same group (pod) with the same teacher/s and following the same schedule."*
- **South Hills will be adjusting their outdoor schedules so an entire pod goes outside at the same time, rather than mixing with children across the hall.**
- **At nap time children will need to mix for approximately 1.5 hours as nappers move to the YG pod and non-nappers move to the BP pod.**
- **At day's end, children will be in their assigned pod again, no longer mixed with other groups.**
- At days end, all children will remain in the pod to which they are assigned, and teachers may no longer be able to leave early on a rotating basis as students can no longer be mixed in other groups.
- Staff are expected to stay 6 feet apart from each other as much as possible.
- Music will be presented to individual pods to reduce the mixing of children.
- **We will limit gatherings, events, celebrations, and presentations.** This will include our graduation ceremonies and July 4 parade for the summer term!

- **We will cancel volunteers, guests, and activities with other groups.** This includes parent guest readers, family members and all other presenters.
- **We will space naptime bedding beyond the required 3 feet and further if possible and have children nap head to toe.**
- **We will separate children as much as possible for snacks and meals at tables.**
- No shared pouring is permitted. Teachers will pour water for drinks for now.
- Cooking projects will be suspended until further notice.
- Hugging, holding, comforting children is permitted by teachers but should be avoided as much as possible.

## Limited Sharing

- **Your child's belongings must be kept separated in individual storage containers to be taken home and cleaned daily!**
- In lieu of backpacks, **parents must bring a clear zippered plastic bag (similar to what sheets and blankets are sold in) to be used as individual storage containers. If your child naps, please bring TWO individual storage containers (One for your child's blanket and one for the permitted items listed below).**
- **These storage containers must be CLEARLY LABELED WITH YOUR CHILD'S FIRST AND LAST NAME and can ONLY hold coats, jackets, sweaters, face mask cases, and lunch boxes to be placed in the child's cubby!**
- Again, **BACKPACKS ARE NOT PERMITTED AT THIS TIME.**
- Your child's individual storage containers must be taken home every night so that face masks and personal items are laundered and returned.
- We will NOT have additional individual storage containers available!
- **Amazon sells these types of containers; they are inexpensive!**
- We will designate each child with his/her own crayons, pencil, markers in a labeled zip loc bag so there will be no sharing of basic high touch materials.
- Children will no longer be able to practice pouring at hydration periods, snack or lunch times. Teachers will pour water for children in disposable cups to ensure children are drinking appropriate amounts of water throughout the day.
- As always, our water fountains will be kept disinfected, but drinking fountain use will be discouraged.

## Parent Drop-Off and Pick-Up

**READ EXTRA CAREFULLY, PLEASE!**

### DAILY PARENT DOCUMENTATION

- **Parents MUST take their child's temperature before coming into the school** which will be documented by the parent on a **DAILY DOCUMENTATION** page (attached at the end of this plan). **This MUST be signed by the parent and given to the staff member before the child can be admitted into the school.** This form acknowledges that **the child does not have a fever (above 100.4 without the aid of a fever reducer), shortness of breath, runny nose, or a cough.**
- The Parent Documentation further verifies that the child and child's family members show no signs of illness and that the child has had no contact with anyone symptomatic of Covid-19 within 14 days.
- If the child has had contact with anyone symptomatic of Covid-19, the child must be confirmed for admission by a physician's signed and dated verification following a 14 day isolation period.
- Children returning from a foreign country must be quarantined for 14 days before returning to South Hills with a physician permission form.
- **NO CHILD CAN BE ADMITTED WITHOUT A PARENT FORM SIGNED AND DATED DAILY.**

### ARRIVAL & DEPARTURE PROCEDURES

- Upon arriving at South Hills, parents will bring their child to the foyer, observing social distancing of 6 feet between parents.
- Upon entering the foyer, parents are required to wear masks.
- One family will be permitted in the foyer at a time.
- Upon entering the foyer, parents will ring the bell. **PLEASE DO NOT ENTER THE BUILDING.**
- Please wait for a staff member to arrive and take your child's zipped individual storage container(s) holding all items for the day (Please refer to the "Limited Sharing" section above to review what is permitted in your child's individual storage container(s)).
- The staff member will also receive your signed and dated DAILY DOCUMENTATION at this time.
- **The staff member will document a visual inspection of the child using social distancing, looking for signs of illness which could include cough, flushed cheeks, runny nose, rapid breathing or difficulty breathing (without recent physical activity), fatigue or extreme fussiness.**

- **Staff are NOT required to wear PPE (PPE: goggles, disposable face shield, gown, gloves) except for a face mask for this choice of screening method** but can choose to wear PPE at any time.
- Once cleared for admission, your child will be escorted to his/her classroom by the staff member. Your child will wash his/her hands and a staff member will remove any LABELED AND BAGGED items to be refrigerated to the classroom refrigerator.
- **Please allow extra time in the morning and afternoon for Drop-off and Pick-up as our staff is limited and it will take time to walk each child to their classroom and return to screen the next. If available, two staff members will assist with this duty, but it is highly unlikely that will be a reliable option.**
- When a parent arrives for their child after school, the parent will ring the bell (**PLEASE DO NOT ENTER THE BUILDING**), and a staff member will open the door and then leave the parent in the foyer while the staff member retrieves their child and his/her belongings. Practice social distancing. One family in the foyer at a time. Please wear masks.
- South Hills acknowledges the enormous importance of our daily communication by teachers with parents, and that is a major concern of ours. We will be sending communication as frequently as we can at drop off and pick up to be relayed by the staff member walking children between foyer and classroom, via email, Take Home folders, Dropbox, etc.

## Cleaning, Sanitizing, and Disinfecting

- **We will actively clean, sanitize and disinfect surfaces and objects that are frequently touched, especially toys and games.** This includes cleaning objects/surfaces doorknobs, light switches, classroom sink handles, countertops, desks, chairs, cubbies, tables, and some playground structures.
- Cleaning, sanitizing, and disinfecting is already a part of South Hills' protocol but we will now be wiping down bike handles between uses, tables, benches, garden utensils, rain barrel spigots, etc. on a regular basis as the children play outdoors and in between groups. Keyboards, iPads, and other electronic equipment will be wiped between usage, as we have always required.
- Teachers will carry disinfecting wipes with them on the playground.
- **Donations of disinfecting wipes would be most welcome!**
- From Connie: My husband, Jerry, and I clean the school daily and will be posting the checklist of cleaning schedule in the foyer each day for your reference.
- **Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.**

## Cleaning and Disinfecting Bedding

- **For children who nap, please use bedding that can be easily washed!**
- **BEDDING IS NOW REQUIRED TO BE CLEANED WEEKLY.**
- **Bedding should be placed in the child's individual storage container clearly labeled with the child's FIRST AND LAST NAME!**
- **Parents should label bedding with the child's FIRST AND LAST NAME!**
- Mats are always labeled for each child.
- Currently, our cupboards are filled to capacity with large, bulky slumber bags. We will be sending those slumber bags home on the first day that your child arrives after May 26.
- **Parents must replace those slumber bags with a thin, small blanket that can 'wrap around' your child as they must have a top and bottom covering by state regulation.**
- **Pillows are discouraged** and the staff confirms that those who have them rarely use them.
- Your child will lay on half of the blanket and we will fold the other half over him/her, just as we would their slumber bags.
- This will serve two purposes: (1) Parents will have an easier time washing the blanket weekly, which is now required, and (2) we will be able to store them much easier.
- **IT IS EXTREMELY IMPORTANT TO REMEMBER YOUR CHILD'S BLANKET AT THE BEGINNING OF EACH WEEK AS WE WILL HAVE EXTREMELY LIMITED EXTRAS!**

## Holding, Hugging, & Cleaning

- If a child needs comfort due to crying, sadness, or anxiety, they need to be held. Teachers are not to initiate hugs, but can quickly accept them.
- Teachers should change the child's clothes if secretions are on the child's clothes.
- Teachers must wash their hands, neck, and anywhere touched by a child's secretions.
- Teachers must change their clothes if secretions are on the teacher's clothing. Teachers are advised to have several changes of clothing available each day.
- **Contaminated clothes will be placed in a plastic bag and taken home to be washed in a washing machine.** The plastic bag will be stored out of the classroom out of reach of children.
- To protect staff, teachers are encouraged to wear an over-large button down, long sleeved shirt over their clothing and wear long hair up off the collar in a ponytail or other updo.

## Healthy Hand Hygiene Behavior

- All children and teachers will engage in hand washing at the following times:
  1. When arriving to South Hills
  2. When entering a new room
  3. Before and after preparing food or drinks
  4. Before and after eating or handling food
  5. Before and after administering medication or medical ointment/sunscreen
  6. After using the toilet or helping a child use the bathroom
  7. After coming in contact with bodily fluid
  8. After playing outdoors or in sand/water
  9. After handling garbage
  10. After teacher breaks
- Children and teachers will wash hands with soap and water for at least 20 seconds.
- After assisting children with handwashing, teachers will also wash their hands.
- We will place additional posters describing handwashing steps near sinks.

## Food Preparation

- Sinks used for food preparation will not be used for any other purposes.
- Sinks will be sanitized after each food prep use.
- Teachers will ensure children wash hands prior to and immediately after eating.
- Teachers will wash their hands before/after serving food, assisting child with food, and after helping children to eat.

## Plan for When a Teacher or Child Becomes Sick

- **Any teacher, parent, or child who has had contact with anyone with symptoms of Covid-19 cannot be present at South Hills for 14 days and must be confirmed for admission by a physician's signed and dated verification.**
- **Teachers or children who are ill must stay home and self-monitor for symptoms of Covid-19. Guidelines for teachers are provided on the Teacher Bulletin Board.**
- Parents will be contacted if their child becomes ill and requested to come immediately for their child. Any ill child will be isolated and supervised in the office or the Activity Room with adult supervision until the child's parent arrives.
- We are required to notify the Erie County Department of Health, staff, and families immediately of any potential case of COVID-19 while maintaining confidentiality as required by the Americans with Disabilities Act (ADA).
- As required, we will close off areas used by any sick person and will not use them until they have been cleaned, sanitized, and disinfected.

- **In the event a person diagnosed with COVID-19 is determined to have been in the school and poses a risk to our community, South Hills will close for 2-5 days minimum as directed by Erie County Department of Health.**

## **Maintain Healthy Operations**

- We will monitor absenteeism to identify any trends in teacher or child absences due to illness. This might indicate spread of COVID-19 or other illness.
- **Parents should notify South Hills immediately (P: 814-838-7114) if their child is experiencing any Covid-19 related symptoms or if any family member has come into contact with Covid-19.**
- We will continue to notify parents and teachers via our regular communication channels (School-wide emails, DropBox, the South Hills Website, and Phone Calls) on any updates related to Covid-19.
- We will continue to monitor State and local health department notices daily about spread of COVID-19 in the area and adjust operations accordingly.
- Where a community is deemed a significant mitigation community, child care programs will close, so parents should always have a back up plan for child care. If we are required to close, please give us time to relaunch our virtual learning experience via Zoom Academy.
- Parents and teachers should review and understand all COVID-19 symptoms posted on the CDC website: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

## List of Items for Parents to Gather for Reopening:

1. A one-time signed documentation regarding your preference for face masks (See the **FACE MASK OPT-IN/OPT-OUT** form included at the end of this Reopening Plan).
2. **A signed and dated DAILY DOCUMENTATION OF CHILD HEALTH ASSESSMENT** which is also included at the end of this Reopening Plan.
3. **IF YOUR CHILD IS ON AN ASTHMA PLAN**, an **ADDITIONAL** signed and dated authorization by the child's physician **must** be on file in order for your child to return to South Hills! Please consult your physician and send directives to us through your physician with signature and date included which will be included on the child's asthma plan.
4. A one-time waiver stating that **BOTH** parents have read and agree with this Reopening Plan and understand the risks associated with returning to school must be signed and dated (See page 14). **No child will be allowed to enter the building without BOTH parents providing a signed copy of this waiver!**
5. **TWO INDIVIDUAL STORAGE CONTAINERS (labeled with FIRST and LAST name) in lieu of backpacks:** One container will hold a jacket/coat/sweater and lunchbox and another will hold a thin, light blanket if your child naps.
6. **TWO FACE MASKS (labeled with FIRST and LAST name)** per child if parents want their child to wear a mask. Please refer to guidelines included in this document.
7. **A ZIPPERED BAG OR CASE TO HOLD FACE MASKS (labeled with FIRST and LAST name).**
8. Donation of disinfectant wipes are optional, but would be greatly appreciated!

### **ADDITIONAL RESPONSIBILITIES FOR PARENTS:**

- Wash face masks **DAILY**; wash blankets **WEEKLY! PLEASE REMEMBER** to return blankets for nap weekly and face masks/cases **DAILY**. There will be no extras available!
- Complete **DAILY** the Daily Documentation of Child Health Assessment to complete **BEFORE** arrival at South Hills!
- Continue to monitor for updates from us via school-wide emails, Dropbox, and on our website ([www.shills.info](http://www.shills.info)).

**SOUTH HILLS CHILD DEVELOPMENT CENTER, INC.  
DAILY DOCUMENTATION OF CHILD HEALTH ASSESSMENT**

Child's name (Please print CLEARLY): \_\_\_\_\_

Child's temperature: \_\_\_\_\_ Date/time of temperature: \_\_\_\_\_

*For parent to initial:*

\_\_\_\_\_ I (Parent) verify my child does not have fever (100.4 or above), shortness of breath, runny nose, or cough.

\_\_\_\_\_ I (Parent) verify that my child has had NO contact with anyone who has Covid-19, is NOT symptomatic with potential Covid-19, and has NOT been in contact with anyone who has returned from foreign travel within the past 14 days.

*For staff member to initial:*

\_\_\_\_\_, I (South Hills staff member) have conducted a visual inspection of the above named child for signs of illness which could include flushed cheeks, runny nose or cough, rapid breathing or difficulty breathing (without recent physical activity), fatigue or extreme fussiness. The child does not exhibit symptoms and I permit the child to enter the school.

Parent printed name and signature \_\_\_\_\_

Staff signature \_\_\_\_\_ Date/time of child's arrival: \_\_\_\_\_

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**SOUTH HILLS CHILD DEVELOPMENT CENTER, INC.  
DAILY DOCUMENTATION OF CHILD HEALTH ASSESSMENT**

Child's name (Please print CLEARLY): \_\_\_\_\_

Child's temperature: \_\_\_\_\_ Date/time of temperature: \_\_\_\_\_

*For parent to initial:*

\_\_\_\_\_ I (Parent) verify my child does not have fever (100.4 or above), shortness of breath, runny nose, or cough.

\_\_\_\_\_ I (Parent) verify that my child has had NO contact with anyone who has Covid-19, is NOT symptomatic with potential Covid-19, and has NOT been in contact with anyone who has returned from foreign travel within the past 14 days.

*For staff member to initial:*

\_\_\_\_\_, I (South Hills staff member) have conducted a visual inspection of the above named child for signs of illness which could include flushed cheeks, runny nose or cough, rapid breathing or difficulty breathing (without recent physical activity), fatigue or extreme fussiness. The child does not exhibit symptoms and I permit the child to enter the school.

Parent printed name and signature \_\_\_\_\_

Staff signature \_\_\_\_\_ Date/time of child's arrival: \_\_\_\_\_



## FACE MASK OPT-IN/OPT-OUT

While South Hills Child Development Center Inc. REQUESTS and STRONGLY RECOMMENDS that children wear face masks! However, **FACE MASKS for children will be a PARENT'S DECISION. PLEASE review the "Face Masks & Hygiene" section of our Reopening Plan and then complete and submit this form upon your FIRST DAY back to the school.**

Child \_\_\_\_\_

Parent \_\_\_\_\_

Date \_\_\_\_\_

Please initial ONE of the options below:

\_\_\_\_ I choose **NOT to have my child wear a face mask** during his/her hours at South Hills Child Development Center Inc. I understand and take full responsibility for the risks of not wearing a mask.

Parent Signature \_\_\_\_\_

\_\_\_\_ I **require my child to wear a face mask** during his/her hours at South Hills Child Development Center Inc. I verify that my child is able to put a face mask on/off independently and the masks provided by the parent will not have dangling strings and are pre-tied so they can be easily put on without requiring tying. I further understand that masks are NOT to be worn outdoors on the playground or during napping, snacks, meals, hydration periods

The staff will be required to put on gloves to adjust a mask if needed.

I understand that I (Parent) am responsible for providing two labeled face masks daily for my child, as well as a labeled case/zipped bag to store unused or contaminated masks. **My child will not be admitted to the school without the required masks.**

Parent Signature \_\_\_\_\_



**Parent/Guardian Release & Liability Waiver - Reopening Plan**

1<sup>st</sup> Child's Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

2<sup>nd</sup> Child's Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_

Parent/Guardian Name(s): \_\_\_\_\_ Email: \_\_\_\_\_

Parent/Guardian Name(s): \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**Acknowledgment, Waiver and Release of Liability - COVID-19**

I/We, the undersigned, hereby acknowledge my/our receipt of the South Hills Child Development Center, Inc's Reopening Plan, dated May 17, 2020 (as amended, restated, or replaced from time to time, the "Plan"). I/We hereby acknowledge that the Plan, among other things, sets forth my/our obligations and duties associated with the operation and safety practices, procedures and precautions at SOUTH HILLS CHILD DEVELOPMENT CENTER, INC. (the "Operator") amidst the COVID-19 virus and novel coronavirus pandemic and governmental directives, including the reopening requirements mandated by Operator, as well as by all appropriate federal, state, and local governmental authorities.

I/We understand and agree that it is my/our responsibility to read and comply with the terms, conditions, requirements and policies set forth in the Plan and any revisions made to the Plan. I/We understand that the Plan describes important information about Operator and the attendance of my/our child/ren at Operator, including various safety precautions and practices affecting my/our child/ren while at Operator.

I/We further hereby agree and acknowledge that, despite Operator's best efforts to mitigate the COVID-19 virus at its facility(ies), Operator: (i) cannot and does not have the ability to supervise every employee's, child's, parent's, customer's, or patron's actions or activities throughout the entire day; and (ii) cannot and does not guarantee with any degree of certainty that I/we or my/our child/ren will not contract and/or be exposed to the COVID-19 virus.

In conjunction with the foregoing, I/we, the undersigned, are the parent(s)/guardian(s) of the above named child/ren and, in conjunction with the Plan and in utilizing and taking advantage of the child care services provided by Operator, and intending to be legally bound, I/we acknowledge and agree to (and do hereby) waive, release and hold harmless Operator, and its shareholders, directors, officers, managers, partners, members, agents, employees, heirs, successors and assigns (collectively, the "Releasees"), from any and all claims, losses, demands, actions, suits, costs, and charges in connection with or arising out of provision of the child care services, including, but not limited to, bodily harm or injury to my/our children, including such as may be associated with the COVID-19 virus, except only for such loss, harm or injury occasioned by the gross negligence or intentional misconduct of or by Releasees.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_