

# TLC School Age Program



Making a difference...one child at a time

3/13/20

Dear Parents:

Thank you for entrusting us with your children. TLC does not take the safety of the children lightly. They're the reason we do what we do. We wanted to address the current coronavirus situation. There continues to be an influx of new information each day. We want to update you on what we're doing at TLC to protect the children, parents, and our staff.

## Safety First

We want to assure you that your child's safety and our staff's safety is our top priority. That means, you can bring your children to TLC with confidence. Here are some of the measures we have taken:

- \*We have increased our procedures on how we disinfect our rooms and equipment. Our goal is always to ensure a clean, safe, and sanitary childcare center. We will be spraying/disinfecting our rooms and equipment daily (at the closing of each day) with a bleach & water solution or Lysol. We will also be disinfecting the kiosks at closing as well.
- \*We are directing the children to wash their hands with soap & water before/after eating all meals and snacks, coming in from outside, coming back from the gym, and any time we see them touching their nose or mouth.
- \*We have a sick child policy in our parent handbook, which states; children with a fever and that have green discharge from their nose will be sent home. We are asking, that if your child is ill, to please keep them home. This policy will be heavily enforced.
- \*We have directed the children to sneeze in their sleeve (we told them to do the Dab when they sneeze, so that it's into their elbow).
- \*We have hand sanitizer by all sign in/out kiosks, we ask that all parents use it before AND after using the kiosks. We have ordered a hand sanitizer dispenser, however that is on back order. We will put that in place as soon as it comes in.
- \*We will be following RUSD, meaning if they would to close Racine Unified School District, TLC would be closed as well. Also, if they cancel their scheduled field trips, TLC will cancel any field trips we may have planned.
- \*Staff members will not be allowed to work if they are suffering from any cold or flu like symptoms.

Thank you for your patience and trust in us, please be assured that we have your child's and our staff's safety in mind.

Sincerely,

A handwritten signature in black ink that reads "Dawn Ochs".

Dawn Ochs  
TLC School Age Program  
Administrator/Director  
262-886-2160

A handwritten signature in black ink that reads "Jeffrey M Butler".

Jeffrey M Butler  
TLC School Age Program  
Owner/Operator  
262-886-2160