



Franciscan Child Day Care Center

1401 Hamilton Road

Pittsburgh PA 15234

Phone: 412-882-5085 Fax: 412-437-3099

www.FranciscanChildDayCare.org

April 29, 2020

Dear Parents,

We hope that all our families are staying safe and healthy as we are dealing with the Covid-19 situation. As per Governor Wolf, childcare centers in our state may be opening shortly. To prepare for our Center's opening, we have made changes to drop-off and pick-up of your children and the daily activities in the classrooms.

At the current recommendation of the CDC and local officials, the following procedures must be followed to ensure everyone's safety as they enter the building:

- **You will need to practice social distancing when entering the building, wear a mask and stand on the designated spots that have been placed on the floor for your safety. Children age 2 and older must wear a mask. Cotton masks may be offered for a small fee if needed for children.**
- **Children will be dropped off inside the main hallway after temperatures of parents and children have been taken with a No Touch thermometer. Children with a temperature of 100 degrees or more or have a constant cough may not attend daycare until the fever has dissipated for 24 hours and the cough is gone.**
- **Your child's hands will be washed and shoes will be changed (by staff member) after entering the building. Please provide a pair of labeled shoes that will stay at the Center. The shoes will be sanitized nightly.**
- **A staff member will take your child and belongings to their classroom.**
- **Bedding will go home weekly to be laundered as usual. Please do not send stuffed animals or pillows for naptime.**
- **Please be sure your child has extra labeled clothing. If your child soils his/her clothing and does not have extra at the Center he/she must be sent home. We are not permitted to provide clothing.**
- **All children are required to provide cold lunches in paper bags and labeled. We will not be permitted to microwave meals at this time. We will be attempting to have children sit 6 feet apart at the lunch table or eat in shifts.**
- **Penguins, Butterflies, Giraffes and Elephants will have paper drinking cups provided by the Center. No Sippy cups or water bottles.**
- **Children may be using hand sanitizer during playtime but will wash hands for meal time or bathroom breaks.**
- **Center's hours may be shortened to accommodate cleaning and staffing.**

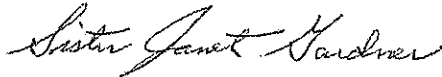
- **The occupancies of the classrooms will change. The changes have not been determined as of yet.**
- **You will need to call the daycare when you arrive in the evening so we may bring your child to you in the lobby.**

If there are any changes or additions to the items above, we will let you know ASAP.

We must know **by May 6** if your child will be returning and what their schedule and their approximate drop-off and departure times will be. Please email Mrs. Merlo at smerlo@osfprov.org or through HiMama with this information. We will work diligently to accommodate your needs while assuring the best operation of our Center.

We ask that you please have patience during this time as we try to find our “new normal” at the Center and we continue to pray for all those affected by the Coronavirus (COVID-19), as well as for the health and wellbeing of our children, families and caregivers. We are anxious to see all of you again, as soon as the Governor gives the OK and we have the required supplies.

Sincerely,



Sister Janet Gardner, OSF
President



Mrs. Sandra Merlo
Director