



**COVID-Related Parent Handbook Addendum – Update August 2022**  
**Please read thoroughly, as well as the attached guidelines, sign and return to the school.**

**We strive to maintain a safe and healthy environment for our school community.**

The following COVID-19-related policies and procedures are based on current MSDE (Maryland State Department of Education) recommendations and guidance put forth by MDH (Maryland Department of Health) and the CDC. In addition, we have drawn on experiences from the past school years and the suggestions of teachers, parents, and professionals who know our school program, physical environment, and community habits. We also recognize the fluidity of the situation and may need to make adjustments throughout the school year. Maintaining a “safe and healthy environment for our school community” will be a collaborative effort and one that depends on open communication between parents, teachers, and school leaders.

**Exclusion, Quarantine, and Closure**

*For the purposes of this guidance, **COVID-19 symptoms**: New onset cough or shortness of breath, fever 100.4 degrees or higher, sore throat, new onset of headache (especially with fever), loss of sense of taste or smell, and gastrointestinal symptoms (nausea, vomiting, diarrhea).*

Monitoring the children in our care for possible COVID-19 symptoms will require close communication between program staff and parents.

- Families must report any illnesses within their household. Furthermore, families must notify the director immediately in the event that any member of a child’s household(s) has tested positive for COVID-19. We will walk you through how to proceed.
- Children may not come to school if they are experiencing fever or symptoms of any contagious illness. Children may return when they are fever and symptom free without medication for at least 24 hours.
- Families are highly recommended to conduct a temperature check at home before departing for school.
- Should a child display any COVID-19-like symptoms while at school, they will be safely isolated and must be picked up promptly (within 30 minutes of notification).
- Note: The length of time for closure and quarantine, if necessary, will be determined by the local Department of Health.

- Any child sent home from school/childcare due to COVID-19-like symptoms must see a health care provider as soon as possible, communicate evaluation results with the director in a timely manner, and provide a doctor’s note to return to school.
- Your child must be symptom free, without the aid of medication, for at least 24 hours to return to school in the case of non-COVID-19 diagnosed illnesses.
- There are no refunds or tuition credits in the case of a student illness, mandated quarantine, classroom or school closure period.

**Handbook Addendum and COVID-19 Release and Waiver of Liability**

As a condition of your child’s continued enrollment at St. Matthew’s EEC, all parents/guardians will be required to sign the enclosed acknowledgment of the COVID-19 Parent Handbook Addendum.

**I (the undersigned guardian) understand that while present in the facility each day my child will be in contact with children, families, and staff who are also at risk of community exposure. I understand that no list of restrictions, guidelines, or practices will remove 100% of the risk of exposure to COVID-19 as the virus can be transmitted by persons who are asymptomatic and before some people show signs of infection. I understand that I play a crucial role in keeping everyone in the facility safe and reducing the risk of exposure by following the practices outlined herein.**

**I certify below that I have read, understand, and voluntarily agree to comply with the additional provisions listed herein. I acknowledge that failure to act in accordance with these provisions, or with any other policy and procedure outlined by St. Matthew’s EEC in its Family Handbook 2022-2023, may result in termination of services. I acknowledge that care for my child may be terminated if it is determined that my actions, or lack of action, unnecessarily exposes another child, employee, or family member(s) to COVID-19.**

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Child’s First and Last Name Child’s Rm # or Teacher

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Parent/Guardian #1 Name Signature Date

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Parent/Guardian #2 Name Signature Date