

Hybrid School Year 2020/2021 KTC Parent Letter - Before and/or After School Child Care

Dear KTC Parents/Guardians:

Johnston Schools will start the school year with a hybrid model. The school district will divide all students into purple/gold groups. KTC will provide before and/or after school care for students only on the days they are attending school in person according to their purple/gold group assignment.

If you are in need of before and/or after school KTC care on the days your child attends school, please read the following letter closely. Our routines and operations will be extremely different from previous years due to increased safety measures related to COVID-19.

In addition to this Parent Letter, please review the COVID-19 Isolation Guidelines in the following link. [CCNC Isolation Guidelines document.](#)

Site Information:

- Hybrid School Year KTC will be offered at the five elementary schools: **Beaver Creek, Horizon, Lawson, Timber Ridge and Wallace Elementary** for students in **Grades DK-5**.
- KTC hours of operation will be:**
 - 6:30 AM - 8:30 AM for morning KTC**
 - 3:30 PM - 6:00 PM for afternoon KTC**
 - 12:30 PM - 6:00 PM for Wednesday three hour early dismissal**

Registration:

- Registration for hybrid school year KTC will open today, Aug. 17, on Eleyo.
- Registration must be completed by 4:00 pm by Wednesday, August 26 in order to attend the first week of hybrid school year KTC (starting August 31).**
- Consistent schedule contracts for all mornings, all afternoons or all mornings and afternoons for the days the child attends school will be the only contracts offered.**
- This contract will be for the remainder of the hybrid school year.

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	AM: \$12 PM: \$15	AM: \$12 PM: \$15	AM: \$12 PM: \$25	AM: \$12 PM: \$15	AM: \$12 PM: \$15
Week 2	AM: \$12 PM: \$15	AM: \$12 PM: \$15	AM: \$12 PM: \$25	AM: \$12 PM: \$15	AM: \$12 PM: \$15

You will be invoiced on Eleyo for each two week period. Payment will be made for **two weeks** at a time.

All AM (before school – 5 sessions): \$60
All PM (after school – 5 sessions): \$85
ALL AM & PM (every before & after school – 10 sessions): \$145

- There are no flexible schedules during this hybrid time. No drop-ins will be allowed at any time
- If you register for afternoons, you will need to make sure you also choose Wednesday afternoons along with the other two afternoons. NOTE: Wednesday afternoons are more expensive because it is a 3-hour early dismissal, 12:35 PM.
- There are no multiple child discounts.
- Families with two households will need to share one account on Eleyo, if attending morning and afternoon. Otherwise both parties will pay for the same times. Please contact the KTC office if you have questions, 252-8490.
- If you need to start KTC after the week of Aug. 31st, you will need to register on Eleyo by 4:00 PM on Wednesday the week prior to attending. Students will be approved only if there is space available.
- Because we are only offering consistent schedule contracts, your contract will begin on the Monday following the day you register, as long as you register prior to the 4pm/Wednesday deadline.
- A student's contract may be withdrawn for the rest of the hybrid school year if needed. You will need to notify the KTC main office, (515) 252-8490, the Wed. prior to your last two week attendance period. No readmission to Hybrid KTC school year will be allowed after withdrawal.
- There is a \$30 KTC registration fee per child that will be processed once the hybrid school year contract is approved on Eleyo. The KTC registration fee applies for the entire 2020-2021 KTC school year.

Hybrid School Year 2020 will operate under all current Kids Connections policies and procedures. Please see the [School Year 2019-2020 KTC Parent handbook](#) for more information.

Daily Safe Site Protocol:

- All drop off and pick up will take place outdoors, standing 6' apart. Prepare for the weather. If weather is bad, wait in your vehicle until we are ready for you.
- **Parents will not be allowed into the building.** Staff will sign the student in/out for the authorized drop off/pick up person. Identification may be requested for anyone picking up a student.
- Students will have daily temperature screenings upon drop-off every day as well as answering screening questions. If the child's temperature is 100.4 or above and answers yes to any of the questions, your child will not be able to enter the KTC site.

Screening:

- A screening process has been created for all staff and students who enter the KTC site. Each student and staff will be screened each day as they arrive.
- Screening criteria:
 - Do you have a new cough or sore throat that you cannot attribute to another health condition?
 - Do you have shortness of breath that you cannot attribute to another health condition?
 - Have you recently lost your sense of taste or smell?
 - Do you live with someone who has symptoms of COVID-19 or has tested positive for COVID-19?
- **If 'YES' to any of the above questions, we will not check temperature and student or staff will NOT be allowed to enter the KTC site**
- If 'NO' to all questions, temperature will be checked
- **Any student or staff with a temperature of 100.4 or higher for any reason will NOT be allowed to enter the KTC site**

- Screening information will be recorded and privacy protected. Screening information is being collected for potential contact tracing.
 - Please be prepared for screening, drop off, and pickup process to take longer than usual. Please plan your schedule accordingly.
 - Every effort will be made to maintain consistent groups and consistent staff throughout the week.
 - KTC staff will continue to practice social distancing within the student groups and all student groups will be kept separate.
 - Proper hand washing hygiene will be practiced throughout the day.
 - **All staff and students will wear face coverings.**
 - Drinking fountains will **not** be available for use. Students should bring water bottles.
 - Breakfast and snack are provided daily.

Response to Positive COVID Cases:

- If a staff member, KTC participant, or member of their direct family (family they live with) has symptoms of COVID-19 or has tested positive for COVID-19:
 - All parents at the affected KTC site will be notified on the same day that we become aware of positive test or symptoms
 - **All staff and participants of the group that the person with a positive COVID test/symptoms came in direct contact with (group participants + assigned staff) will be asked to self-isolate for 14 days.**
 - Refunds will NOT be issued for the current week participants are asked to self-isolate.
 - Participants will not be responsible for paying future weeks of KTC that they are unable to attend due to 14-day self-isolation resulting from a positive COVID test or symptoms.
- Parents must agree to notify KTC if a participant, or member of their direct family has symptoms of COVID-19 or has tested positive for COVID-19.
- The determination to close a site will be made on a case-by-case basis in consultation with DHS and the Iowa Department of Public Health.

The Center for Disease Control, along with Iowa DHS services, has created a list of resources and protocols for child care providers and families; [CDC information](#) and [DHS information](#). We encourage all parents/guardians to review these resources as necessary.

You will receive communication throughout the hybrid season regarding any new information that may become available. We appreciate your cooperation and compliance with these changes.