

## Center Health and Safety Policy for COVID-19

### In an effort to mitigate spread of infection, our Kumon Center will:

- Ventilate the Classroom: Open doors for 5 – 10 minutes at a time, every 30 – 60 minutes.
- Minimize Student Density: Schedule class day and hours so only up to 10 of the seats are filled at one time. Gradually will increase to 20 over time. Seat one student per table, a minimum of 6 feet apart.
- Reduce Conversation and Close Contact: Focus on basic instruction principles, like nonverbal instruction.
- Fully Disinfect Classroom: Regularly disinfect commonly touched/shared surfaces throughout class time.
- Utilize PPE: Require anyone who enters the Center to wear a mask. Take the temperature of all staff members and students upon entrance.

### We ask that Parents and Students support our efforts by:

- Having Students bring their own pencil and eraser. This will minimize the sharing of supplies and spread of germs.
- Encouraging proper student hygiene. Students should wash hands or use hand sanitizer upon entrance into the center.



### Here are a few tips from the Centers of Disease Control and Prevention:

- Teach your children to wash their hands often. Washing with soap and warm water for at least 20 seconds is ideal. (That's about as long as it takes to sing the "Happy Birthday" song twice).
- Teach your children the proper use of hand sanitizer in case they do not have access to a sink for washing their hands. Gels, rubs, and hand wipes all work well, as long as they contain at least 60% alcohol and if the hands are not visibly soiled.
- Hand wipes must be disposed of properly. Always read and follow label instructions when using hand sanitizer.
- Teach your children to keep their hands away from their face and avoid touching their mouth, nose, or eyes when possible.
- Teach your children to cover coughs and sneezes with tissues or by coughing into their sleeve or the inside of their elbow – not their hands. If a tissue is used, it should be thrown out immediately.
- Ensuring your child does not have a large beverage before class and that they have used other bathroom facilities, if needed, before attending the center. The bathroom facilities at the center will be closed as a precautionary measure.
- Not sending children to class **who are ill with fever and/or infectious respiratory symptoms or other health conditions** until they are well again. **If you suspect your child has contracted any illness, it is important that he/she does not attend Kumon until he/she is no longer symptomatic.**

Thank you for your help in keeping our children and our Kumon Center healthy.