

2020

Summer  
Program



Parent Handbook

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The policies in this handbook are under continuous review and subject to change as Eton's COVID Taskforce monitor conditions and receive guidance from government and health authorities. Any modification of these policies will be promptly communicated to families.

**We are...**

**Inspired: to learn, to relate, to create, to make a difference**

**Prepared: to question, to work collectively, to excel, to lead**

**Empowered: to think critically, to be compassionate, and to become a world citizen**

**#WeAreEton**

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# Eton School's Summer Program

Welcome to Eton School's Summer Program. Camps and Summer Clubhouse offer an opportunity for students to come together in a familiar and safe environment. The goal is to provide students quality indoor and outdoor experiences, and support their whole development—intellectually, emotionally, socially, and physically. Thank you for including Eton School in your summer plans.

## Summer Program Hours



### Summer Camps

9:00 a.m.–12:00 p.m.

9:00 a.m.–3:00 p.m.



### Montessori Camps

9:00–11:45 a.m./12:15–3:00 p.m.

9:00 a.m.–3:00 p.m.



### Complimentary Summer Clubhouse

9:00 a.m.–4:00 p.m.

## Registration Policy for Summer Camps and Montessori Camp

- Open to 2019-2020 or 2020-2021 Eton School students who are in the 2020-2021 grade stated in the registration for the camp.
- Preregistration is required and closes no later than 7:00 a.m. on the Thursday before the camp begins or when registration reaches capacity (9 students maximum per camp).
- Payment is due as part of the registration process prior to submission.

## Registration Policy for Complimentary Summer Clubhouse

- Open to 2019-2020 Pre-elementary and Lower Elementary students who are reenrolled for 2020-2021.
- Preregistration is required and closes no later than 7:00 a.m. on the Thursday before the week it begins or when registration reaches the capacity (9 per room).
- Drop off and pick up times must be selected during the registration process prior to submission.

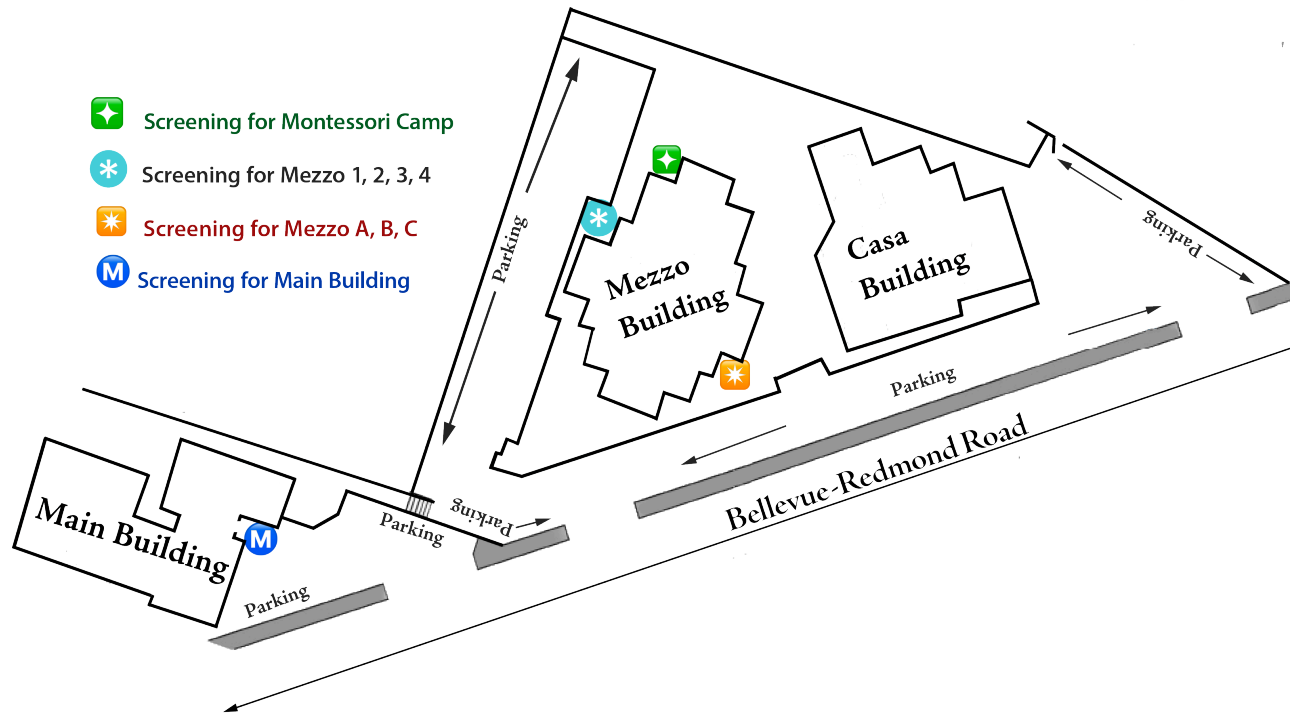
## Attendance Requirements

- ☑ Students must be in good health.
- ☑ All personal items from home must be labeled with the student's name.
- ☑ Students must bring a cloth mask, a water bottle, and a daily snack.
- ☑ Students staying more than 4 hours must bring a lunch, and snacks for morning and afternoon from home each day.
- ☑ Students participating in rest time need to bring a crib sheet and a small blanket.
- ☑ Siblings who are attending Clubhouse are placed together in the same group.
- ☑ Immediately inform school of any absence and the reason for the absence.

# Health and Safety Protocol

The following health and safety protocols for the 2020 Eton School Summer Program were designed by Eon's COVID Taskforce to meet the guidelines and recommendations from state agencies and public health authorities.

## Student Screening Prior to Entry



## Summer Complimentary Clubhouse

*For Mezzo 1, 2, 3, and 4*



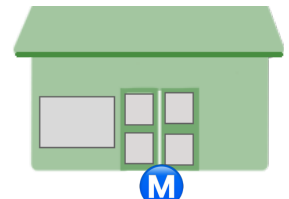
Outside Door Near Mezzo 4 Hallway

*For Mezzo A, B, and C*



Outside Door Near Mezzo C Hallway

*For All Main Rooms*



Main Front Entrance

## Summer Camps and Montessori Camp

*For Montessori Camp*



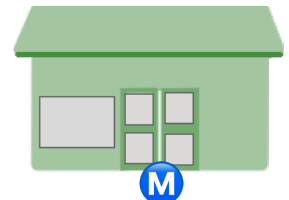
Outside Door of Mezzo 3

*For Kid's Theatre Camp/Mezzo Camp*



Outside Door Near Mezzo C Hallway

*Maker Camp*



Main Front Entrance

## Directions for Drop Off with Screening for All Students

- Department of Children, Youth and Families recommends that you have the same adult drop off and pick up your child each day.
- Families will be sent a PIN with their class placement via email prior to the first day of attendance.
- We ask you to wear a cloth face covering during the waiting, screening and check-in process.
- Please use hand sanitizer before starting the check-in process.
- Students need to stand with their parent during the entire screening process.
- Only screened students enter the building.

Stand on one of the four decals (spaced 6 feet apart) while waiting at your designated screening station. If all decals are taken (four families already in line), remain in your car until a decal space becomes available.



At screening table:

- › Eton School staff takes your child's temperature.
- › Using the clean iPad provided by Eton School Staff:
  1. Enter your PIN to bring up your child's name.
  2. Enter your child's temperature.
  3. Answer general health questions (per the Department of Health and Department of Children, Youth and Families).
  4. Submit your check in.



Eton School staff member escorts your child to class.

## Directions for Pick Up

- Department of Children, Youth and Families recommends that families have the same adult drop off and pick up your child each day.
- We ask you to wear a cloth face covering during the waiting and pick-up process.
- Please use hand sanitizer before starting the check-out process.

### Mezzo Building for Complimentary Clubhouse, Kids' Drama Camp and Mezzo Camp

At the same screening station used at drop off, stand on a decal (spaced 6 feet apart) while waiting. If all four decals are taken, remain in your car until a decal space becomes available.



When it is your turn, ring the video doorbell and wait for Eton School Staff.



Using the clean iPad provided by Eton School Staff, enter your PIN and check your child out.



Wait for a staff member to bring your child to you.



Escort your child to your car.

## Mezzo Montessori Camp

At the outside door for Mezzo 3 (same screening station used at drop of), stand on a decal (spaced 6 feet apart) while waiting. If all four decals are taken, remain in you car until a decal space becomes available.



Using the clean iPad provided by Eton School Staff, enter your PIN and check your child out.



Wait for a staff member to bring your child to you.



Escort your child to your car.

## Main Summer Camps and Clubhouse:

At the Main Building front entrance (same as drop-off location), stand on a decal (spaced 6 feet apart) while waiting. If all four decals are taken, remain in you car until a decal space becomes available..



Using the clean iPad provided by Eton School Staff, enter your PIN and check your child out.



Wait for a staff member to bring your child to you.



Escort your child to your car.

## Clubhouse and Camp Activities

### Work/Classroom Time

- ↻ Classroom furniture is setup in designated workspaces designed to encourage social distancing.
- ↻ Students use individually assigned work rugs and tables.
- ↻ Students use their own art supply set prepared by the school.
- ↻ Staff monitor the distance between students and remind them not to touch their faces.
- ↻ Staff encourage students to wash their hands throughout the day.
- ↻ Group activities are modified to maintain distance between students.

## Meals and Snack Time

- ✂ Students eat snack and lunch (brought from home) at their designated table in their designated workspace.
- ✂ Staff clean and sanitize all tables before and after each use.

## Rest Time for Summer Clubhouse and Montessori Camp

- 🕒 Rest mats are set up 6 feet apart, in a head-to-toe orientation.
- 🕒 Staff clean and sanitize all mats after each use.
- 🕒 Crib sheets and small personal blankets are laundered by Staff at the end of each day and sent home at the end of each week.

## Playground/Outdoor Activities

- ✅ Each group has a designated play area and its own set of playground equipment.
- ✅ Mezzo: Climbing Toys, playhouse are now approved for use (per DOH and DCYF 6/19/2020). The sandbox remains closed.
- ✅ Main: Climbing Toys are now approved for use (per DOH and DCYF 6/19/2020).
- ✅ Main: All swings are now approved for use (per DOH and DCYF 6/19/2020 and sanitized after each use.

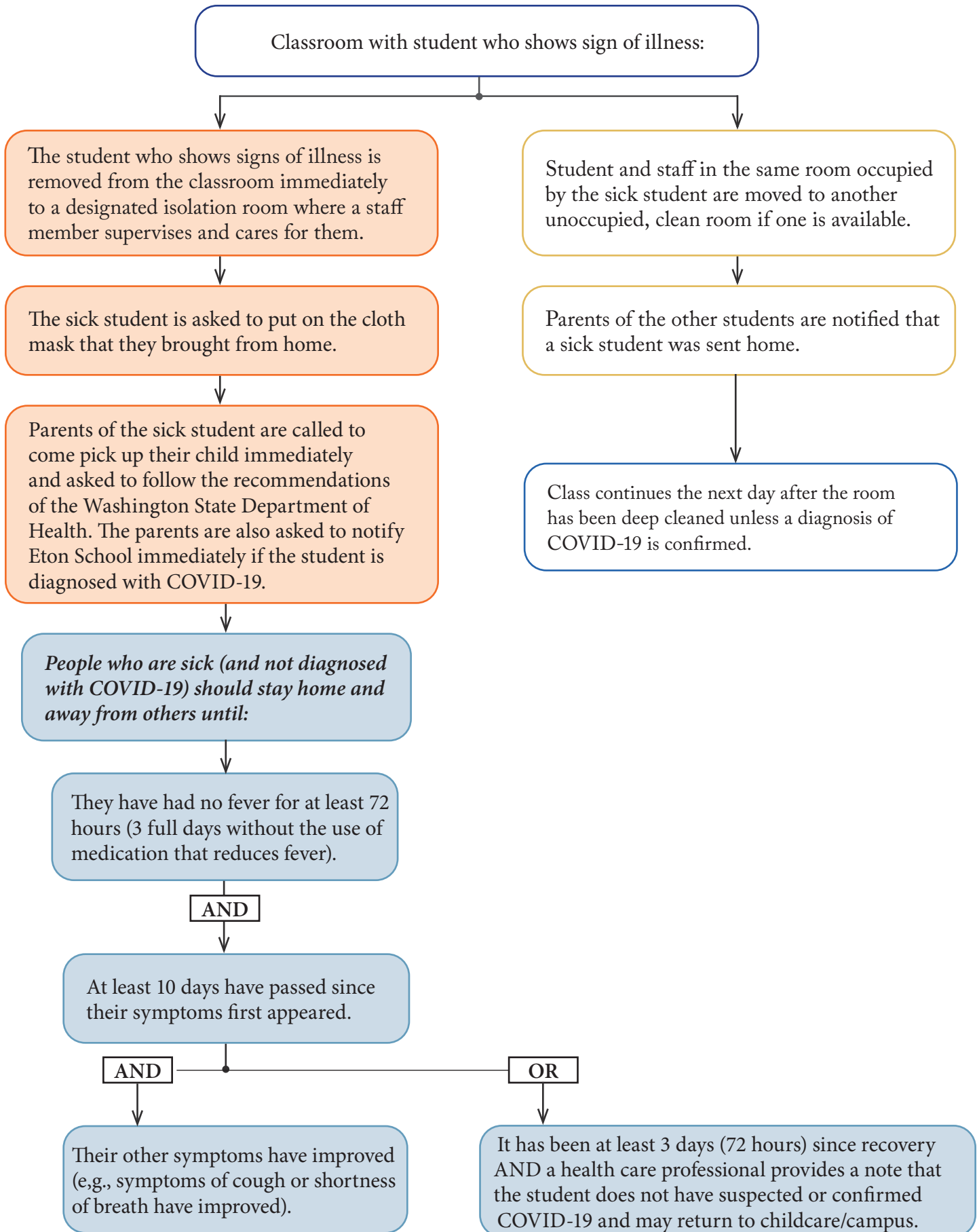
## Restrooms

- 🚻 Restrooms are gender neutral, single occupancy only.
- 🧼 Staff monitor handwashing and wipe down surfaces in the restroom after each use by a student.

## Student Health Policy

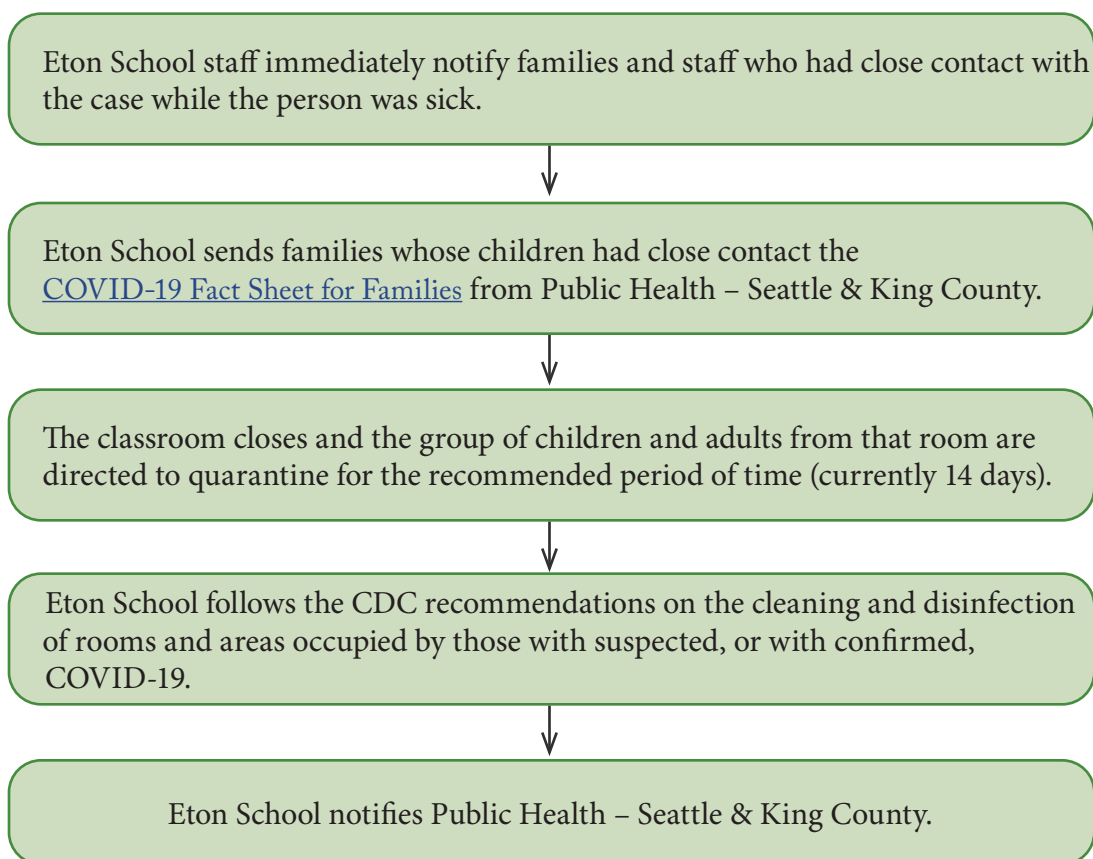
- 🧼 Handwashing is enforced throughout the day.
- ↔️ All staff are required to wear a face covering.
- ↔️ During the day, students age 5 and older must wear a cloth face mask (update per DCYF 6/24/2020) and students age 3-4 are encouraged to wear the cloth mask (clearly labeled with child's name). All face mask are brought from home. Face shields can serve as an alternative to a cloth face coverings and they should extend below the chin, to the ears, and have no gap at the forehead.
- 📅 Children are grouped prior to attendance, and the group remains consistent as much as possible.
- 📅 New students may be added to the Summer Complimentary Clubhouse at the start of a new week.
- ✅ All camps are self-contained and attendees are separate from Summer Complimentary Clubhouse.

## If a Student Develops Signs of COVID-19 OR Becomes Sick While at School





## If there is a Suspected or Confirmed COVID-19 Case at Eton School



## Eton School Summer Program Handbook Sources

Eton School is a licensed provider of child care authorized by the Washington State Department of Children, Youth, and Families (DCYF). DCYF has not issued specific instructions or guidelines for child care providers. Instead, they are recommending the guidance and recommendations issued by the Washington State Department of Health and the Centers for Disease Control and Prevention.

The list below includes resources used by Eton School in developing this handbook and determining policies, procedures, and protocols for the 2020 Summer Program.

- Public Health – Seattle & King County
  - › [COVID-19 Fact Sheet for Families](#)
  - › [For Schools and Child Care](#)
  - › [Keep Me Home If ...](#)
  - › [What to do when you have a suspected or confirmed case in your facility](#)
  - › [COVID-19 testing](#)

- Washington State Department of Health
  - › [Child Care During the Covid-19 Outbreak](#)
  - › [Child Care Resources & Recommendations](#)
  - › [What to do if you have symptoms of coronavirus disease 2019 \(COVID-19\) but have not been around anyone who has been diagnosed with COVID-19](#)
  - › [What to do if you were potentially exposed to someone with confirmed coronavirus disease \(COVID-19\)](#)
  - › [Classroom Cleaning Tips for Teachers](#)
  - › [Guidance on Cloth Face Coverings from the Washington State Department of Health](#)
  - › [Handwashing to Prevent Illness at School](#)
- Centers for Disease Control and Prevention
  - › [Coronavirus \(COVID-19\) Information](#)
  - › [Guidance for Child Care Programs that Remain Open](#)
  - › [Interim Guidance for Administrators of US K-12 Schools and Child Care Programs](#)
  - › [Considerations for Schools](#)
  - › [Considerations for Youth and Summer Camps](#)
  - › [Recommendation Regarding the Use of Cloth Face Coverings](#)
  - › [Cleaning and Disinfection for Community Facilities](#)