

## Reopening Plan

### What is CYS's reopening date?

A reopening date has not been set. The earliest CYS programs will reopen is the week of 13 July 2020.

CYS programs reopened the week of 13 July 2020 for validated Vital Essential and Mission Essential families.

### What is CYS's reopening plan?

The first phase of the reopening plan gives priority to validated mission essential personnel. Without the signed Mission Essential forms, return to care will not be considered. This phase will not be initiated until the installation is at HPCON Bravo. During the second phase under HPCON Bravo, we will expand availability until we reach our new capacity of 125 CDC children and 45 SAC children.

The date for the next phase of the reopening plan that expands care to 125 CDC children and 45 SAC children has not been set. Health conditions in the surrounding communities are being closely monitored. Approval for the next phase will not be given until deemed safe.

The current reopening plan consists of 5 phases:

Phase 1 – Validated Mission Essential – 13 July (SAC) & 15 July (CDC)

Phase 2 – Expand to 125 CDC children and 45 SAC children – Date TBD

Phase 3 – Expand to 186 CDC children and 60 SAC children – Date TBD

Phase 4 – Expand to 247 CDC children and 74 SAC children – Date TBD

Phase 5 – Expand to 312 CDC children and 90 SAC children – Date TBD

At this time, our estimated date to have all 5 phases completed is 15 October 2020. However, several variables impact our approval to expand services to include the current HPCON level and the health conditions in the surrounding communities.

### When you reopen, who will get care first?

Priority for care through ALL phases of the reopening plan will be based on the Department of Defense Child Care Programs Priority. Because of our reduced capacity of 125 CDC children and 45 SAC children, we will only be able to provide care to a limited number of mission essential families in the following order:

#### CDC:

- a) Children of Direct Care CYS Staff - Phase 1
- b) Single/Dual Active Duty Military – Phase 2/Phase 3
- c) Active Duty with a Working Spouse – Phase 3/Phase 4/Phase 5
- d) Single/Dual DoD Civilians – Phase 5 (if prior to 15 October)
- e) DoD Civilian with a Working Spouse – Phase 5 (if prior to 15 October)

#### SAC:

- a) Children of Direct Care CYS Staff - Phase 1
- b) Single/Dual Active Duty Military – Phase 2/Phase 3

- c) Active Duty with a Working Spouse – Phase 4/Phase 5
- d) Single/Dual DoD Civilians – Phase 5 (if prior to 15 October)
- e) DoD Civilian with a Working Spouse – Phase 5 (if prior to 15 October)

Please note that the updated priority policy is scheduled to go into effect 01 September. On that date, all civilian families in priorities d and e, as listed above, will receive termination letters. Care will be terminated on 15 October. It is likely that civilian children will not return to the center before the termination date.

It is important to note that civilians who are approved to return to care as mission essential are not guaranteed care once we return to HPCON Alpha, if there are patrons in a higher priority requiring care. In addition, civilian families that have been deemed vital essential or mission essential will receive termination notices on 01 September. An essential status does not preclude a family from receiving a termination notice.

**If the HPCON goes back to CHARLIE, will you reduce services again?**

Yes, if the HPCON goes back to CHARLIE, we will be reducing services.

**If I am mission essential but my spouse is not, will that be taken into consideration during the phased reopening?**

No. Now that all mission essential children have been accommodated, the next phase will start with single/dual active duty families.

**If we have multiple children, will they all receive a spot at the same time?**

No, not necessarily. We will do our best to bring all children back to care at the same time, but depending on available spaces in rooms and/or age groups, it might not be possible.

**When will you go back to the normal operating hours of 0600-1800?**

At this time, we are not scheduled to go back to normal operating hours until we get through HPCON BRAVO and HPCON ALPHA.

**How will families be notified that they can return to care?**

All families will receive an email confirmation as well as a follow up phone call notifying them of their approved return-to-care date.

**Can I still submit the forms to get on the mission essential list?**

You can still submit your signed mission essential forms, but you will only receive care if space is available.

## **New Health/Safety Procedures for Keeping Children Safe from COVID Infection**

### **What health procedures do you currently have in place to keep staff and children safe?**

1. Parents and visitors are not authorized access to the building. Drop-off and pick up are currently taking place in the vestibule but will transition to curbside at HPCON Bravo.
2. Family style dining has been suspended. Classroom staff will prepare food plates and fill cups for children away from the dining tables to prevent possible contamination from sneezing or coughing. Whenever possible, staff will maintain six feet separation or as close to six feet possible, in between each child during mealtime.
3. Sensory play has been stopped.
4. High touch surfaces (e.g. door knobs/handles, electronic devices) and restrooms will be cleaned and disinfected/sanitized by CYS and custodial staff at least three times per day. All breakrooms will be sanitized after each use by staff. Children's bathrooms, counter tops and sinks will be sanitized at the top of each hour or as needed.
5. Playgrounds are being used in groups of ten. All hard-contact surfaces on the playground will be cleaned and disinfected using 1000 ppm bleach or other EPA-approved disinfectant before and after each group uses the playground. A clear water rinse is needed after a 1-minute wet contact time if using bleach solution, else, follow manufacturer instructions for use.
6. Staff are in teams and do not rotate from the room or group they are assigned.
7. Face coverings will be worn by all staff (including classroom, administrative, curbside, runners, kitchen, custodial, and management) at all times while in/at the facility. Curbside staff will wear face covering and gloves.
8. Children over the age of 2 must wear cloth masks at all times while in care except when eating and sleeping. Parents must wear a mask to drop off and pick up their children.
9. Health screenings of children, parents, and staff are done daily at drop off.
10. Hand hygiene will occur before and after glove use (using an alcohol-based hand sanitizer that contains at least 60% alcohol or washing hands with soap and water for at least 20 seconds).
11. Caregiving Staff (CDC Only) will wear washable smocks while in ratio that must be washed every day.
12. Staff will be required to wear fresh gloves and wash hands before and after each bottle feeding.
13. Infant bottles accepted at drop off will be placed in zip-lock bags then placed in designated classroom refrigerators in the zip-lock bag by caregiver.
14. At nap time, children's naptime mats (or cribs) will be spaced out as much as possible, ideally six feet apart, and children will be positioned head to toe.
15. There is a closed off isolation room with all PPE should we have a sick child or staff member.
16. Cleaning contract comes in at night with more stringent cleaning per HPCON levels.
17. Installation Safety Office conducting ongoing risk assessments.

**What additional precautions are being taken for child care and CYS workers in regard to their interactions with children and their own personal safety while they work?**

If your child is sent home due to fever or other illness he/she may be unable to attend child care for up to 10 days. According to Army Public Health Command, children may return once symptoms have improved, 10 days have passed since the onset of symptoms, fever has been absent for 72 hours without the use of fever reducing medications, and the child/youth is able to participate in daily activities. CYS will address payment during the 10 days with each patron.

Any staff who is tested or placed on quarantine/isolation for COVID-19 is required to undergo prescreening prior to returning to work. Supervisors will ask and document prescreening questions 1-6 on form "*Clearing Personnel to Return to the Workplace During the Coronavirus Pandemic.*" If the employee answers yes to any question, that employee will be referred to Occupational Health Clinic or Installation Public Health Department to determine whether or not the employee should be permitted to return to work.

**What happens if there is a positive COVID-19 test?**

If a child or staff member in a room tests positive for COVID-19, all children and caregivers in that room and any others who have spent over 10 minutes within 6 feet of that child or staff member must be quarantined for 14 days following the date of last exposure. The child should have a note from his/her HCP clearing him/her to return to the CDC. If COVID-19 is confirmed in a child or staff member, all areas used by the person who is sick will be closed off. Outside doors and windows will be opened to increase air circulation in the areas. We will wait up to 24 hours before cleaning or disinfecting to allow respiratory droplets to settle. All areas used by the person who is sick, such as offices, bathrooms, and common areas will be cleaned and disinfected.

**What if there is a sibling in another room? Will that room have to quarantine as well?**

It is not automatically assumed that the entire family is positive. The sibling of the COVID-positive child should quarantine. Unless that sibling also becomes positive, his/her room does not have to quarantine.

## **Operational Changes**

**Will child drop off and pickup be changed?**

Yes. Child drop off and pickup will occur via curbside only. Parents will be responsible for removing their child/children from car at drop off and placing their child/children in the car at pickup.

**What are the center's operational hours?**

CYS will operate from 7 a.m. to 4 p.m. daily for the foreseeable future.

**Will there be any summer camps this year?**

Yes and no. CYS will be open this summer, but it will not look like our traditional summer camp. Field trips will not be allowed during HPCON Bravo and health precautions will prevent children from choosing their activity rooms. More summer camp information will be provided to approved summer camp patrons by your child's program.

### **Will the Teen Room reopen?**

The Teen Room will most likely reopen at HPCON Alpha. Until then, the space will be utilized to assist with our current school age children.

### **What is the future of child care on post?**

COVID-19 has posed many challenges to our community at large, with child care being among the greatest we have faced. The intention behind closing our child care facilities continues to be to ensure the safety of all children, staff and families. In order to ensure the safety of our community, the plan to reopen must be well planned, phased and deliberate with a focus on adopting all of the new health precautions that have been required by IMCOM G9 and Centers for Disease Control and Prevention. CYS will continue to do everything possible to provide as many child care spaces and child development programs as conditions allow.

## **Requesting Exceptions to Policy for Mission Essential Care**

All exceptions to policy (ETP) to receive care outside of the outlined plan must be requested through the CYS Coordinator to the Joint Base Commander. Please allow time, at least 5-7 business days, for the ETP to be routed through the Chain of Command and returned to CYS.

## **Reduced Capacity**

### **Why is the program reducing capacity?**

As a result of COVID-19, CYS, like virtually all services on JBM-HH, has had to change operationally. New health protocols and procedures have been implemented. The goal is to keep staff and children safe by minimizing exposure and contact between staff members, restricting access into the facility, and implementing increased preventive measures. As HPCON levels change, you will most likely see an increase in our capacity as far as child care spaces are concerned.

### **How many childcare spaces will the program have?**

Our new Child Development Center (CDC) capacity will be 125 (reduced from 392), and the new School Age Center (SAC) capacity will be 45 (reduced from 108). The Middle School & Teen program will remain closed until further notice. **The number of spaces will expand under HPCON BRAVO as conditions permit.**

## New enrollments

### Why are all new enrollments on hold?

Due to our reduced capacity, CYS will not be enrolling any new children into its programs for the foreseeable future. This includes enrolling children into Summer Camp. Spaces are limited not only in the CDC program, but in the SAC program as well. With the uncertainty of how schools will operate in the fall in addition to the health precautions that are limiting the number of children we can accommodate, we cannot guarantee care for any new children at this time. The focus will be accommodating as many of our currently enrolled children as possible.

### If I have a child currently enrolled in the CDC and now I need care for my school age child, can I get him/her enrolled?

No. As stated above, we cannot accommodate any new children into the program at this time. We will begin enrolling new children from the waitlist once all currently enrolled children have returned to care and it has been deemed safe to expand services to new children and families. We do not anticipate offering any new spaces prior to 15 October.

## Waitlist

### How many children do you currently have on the waitlist?

We currently have **427** children of Active Duty families on the CDC waitlist and **166** children of Active Duty families on the SAC waitlist.

## Parent & Outreach Services Operations

### How do I submit paperwork to the Parent & Outreach Services office?

The Parent & Outreach Services office is still closed for in-person appointments and walk-ins. However, the office is processing electronic registrations, renewals, and medical documentation updates.

### How do I receive information on Army Fee Assistance?

For information on Army Fee Assistance, please visit [www.childcareaware.org](http://www.childcareaware.org).

## Defense Secretary Priority Policy Implementation

### When was the new Priority Policy released to parents?

In February, we shared the new priority policy released by the Secretary of Defense. CYS has not received any additional guidance regarding the priority policy implementation.

### Was the reopening letter sent to parents on Thursday, 25 June 2020, the first notification that civilians would be losing child care?

No. CYS has been as transparent as possible regarding the new priority policy. LtCol Mark Paolicelli first released a statement to parents on 26 February 2020 when CYS

was still waiting for the policy itself to be released. On 10 March 2020 LtCol Paolicelli sent an update with a link to an article regarding the policy. On 24 April 2020, we sent the updated policy delaying the implementation date until 01 September 2020.

### **Can the JBM-HH Commander grant an Exception to Policy?**

This change is a DoD policy, and the Joint Base Commander does not have the authority to make any exceptions at this time. **CYS is still waiting on the operational guidance for the priority policy.**

### **Why are civilians being displaced?**

The new child care priority policy requires all programs to supplant civilian families when there are active duty families on the waiting list. Based on our current enrollment and current waitlist numbers (427 children of Active Duty families on the CDC waitlist and 166 children of Active Duty families on the SAC waitlist), all civilian families will be supplanted by an active duty family.

### **When will civilians receive their termination of care letters?**

As it stands, the policy will go into effect on 01 September 2020. All non-active duty families will receive termination letters with an effective date of 15 October 2020.

### **When will my questions about the policy be answered?**

All of the questions and concerns we received from our families are under review at IMCOM G9, and we expect to receive operational guidance in July or August. **CYS is still waiting on the operational guidance for the priority policy.**

### **As a civilian family, when should I start looking for alternative care?**

**Immediately!** We understand the immense impact this policy has on our civilian families, which is why we want to ensure all our families understand these changes so they can plan accordingly to find alternative care. **Families can search for care at**  
<https://usa.childcareaware.org/fee-assistancerespitemilitary-families/> (800)424-2246  
Arlington, VA [www.arlingtonva.us](http://www.arlingtonva.us) (703)228-1685  
Alexandria, VA [www.alexandriava.gov/ChildCare](http://www.alexandriava.gov/ChildCare) (703)746-5700/4357  
Fairfax, VA [www.fairfaxcounty.gov/ofc/](http://www.fairfaxcounty.gov/ofc/) (703)324-8100  
Falls Church, VA [www.fallschurchva.gov/695/child-care-resources](http://www.fallschurchva.gov/695/child-care-resources) (703)248-5005  
Prince William, VA [www.pwcgov.org](http://www.pwcgov.org) (703)792-7500  
Montgomery County, MD <http://www.montgomerycountymd.gov/CYF/MCCCRRC> (240)777-3110  
Prince George's County, MD [www.childresource.org](http://www.childresource.org) (301)772-8420  
Washington, DC <http://childcareconnections.osse.dc.gov> (202)727-6436

## **SAC Program during Virtual Learning**

### **Now that 100% virtual learning has been announced for fall, will you be offering full-day care for my school-age child(ren)?**

Yes, we will be offering full-day services in the fall for school-age children.

### **What will the fees be for full-day school age care?**

We are waiting on the operational guidance for fall full-day care. As soon as we receive our operational guidance, we will provide an update.

**How can I ensure my child is learning while in your care once school starts?**

There are no guarantees that your child will learn while in our care. The SAC caregivers will support and assist as much as possible. However, please keep in mind that they will be working with children across several different counties/states. Virtual learning is going to look different for each child. Caregivers who have been solely summer hires in the past will remain on board, and new staff will be coming on board in August.