

IMPORTANT INFORMATION PLEASE READ

THE KIDS ZONE BROWN AND PLEASANT VALLEY ELEMENTARY SCHOOLS NEW POLICIES AND PROCEDURES (COVID-19)

The following are new policies and procedures for the upcoming school year. In order to follow each school's reopening plan, we will be limited on how many children we may enroll at one time. With limited space (42-60 spots at Brown Elementary) and (42 spots at Pleasant Valley Elementary).

1. Calendars and payment must be brought in on August 17, 2020, to secure a spot.
2. New enrollment packets must be completed and turned in for each student before they are able to participate in the program.
3. We can only enroll fulltime students at this time. Fulltime is defined as:
 - a. Monday through Friday both before and after school. (\$90.00)
 - b. Monday through Friday before school only. (\$45.00)
 - c. Monday through Friday after school only. (\$65.00)
4. Due to limited space and staffing there will be no refunds for missed days.
5. Attendance calendars must be filled out weekly. Payment and a completed calendar will be required the Thursday prior to service to reserve your space. Prepayment for dates **must** be included to secure your spot. If those dates are full you will be placed on a waiting list so please turn them in early.
6. Enrollment will be first come first serve. You may enroll for up to one month ahead with prepayment. Please remember there are no refunds.
7. Parents/Guardians will be required to purchase an activity box container (one per child) for \$10 from The Kids Zone **and** supply their child with toys/activities/supplies.
 - a. On the first day of school please bring activity box items in a bag and we will transfer them to an activity box. See The Kids Zone Re-Opening Plan for recommendations on what to put in your child's activity box.
 - b. Activity boxes are 10"l by 8" w by 4.5" h. Please limit items to this size.
 - c. Activity boxes will go home with students at the end of the week to be sanitized and returned clean on Monday.
8. A photo ID will be required for pick up **EVERY TIME**, even if we know you, due to the masks.
9. The school district has stated NO parents/guardians are allowed in the building at this time. Our sign in tables will be located outside the doors normally used by each program. Only one parent/guardian is allowed at our sign in area at a time. Please plan to wait outside, six feet away from others.

We understand that these new policies are more restrictive. The goal of The Kids Zone continues to be to provide a safe, well supervised and fun experience for your child. Unfortunately, these changes are necessary to follow the School District's reopening plan. We appreciate your patience and understanding as these new policies and procedures go into effect. We will provide updates and further communication as it becomes available.