

SCOPE School Age Child Care COVID-19 Guidelines

The NYS Office of Children and Family Services (OCFS) license all SCOPE School Age Before and After School Programs. SCOPE follows all rules and regulations set forth by OCFS. SCOPE continually updates our policies, procedures and practices to meet OCFS requirements.

Health and Safety / Screening (Risk of COVID-19 Transmission)

- Health screening, including temperature checks of all children, staff and parent/legal guardians each day before entering the program
- Use of daily screening questionnaire for children, staff and parent/legal guardian each day
- Children or staff with a temperature greater 100.0 will not be permitted into the program
- At any time when a staff member develops a temperature greater than 100.0, the staff member will be dismissed and sent home from the program.
- Children becoming ill at program will be separated from group and supervised by SCOPE staff while awaiting pick up from a parent
- Children or staff who have tested positive for COVID-19 will only be permitted to return to program based upon the guidelines set forth by the Department of Health (DOH), Center for Disease Control (CDC) and OCFS
- Limit visitors to the program to only essential visitors
- All food items served to children will be in individually wrapped packages

Hygiene/ Cleaning, Disinfecting Requirements

- Adhere to hygiene, cleaning and disinfection requirements from the CDC, DOH and OCFS. Will maintain logs that include date, time and scope of cleaning and disinfection
- Assign Safety Monitor as required by OCFS
- Train all children and staff on proper hand washing and appropriate respiratory hygiene
- Follow all NYS OCFS guidelines on hand washing times and techniques
- Conduct regular cleaning and disinfection of materials and surfaces used by SCOPE

PPE Usage

- SCOPE will provide hand sanitizer, face coverings and gloves for staff
- All staff are required to wear face coverings throughout the length of the program
- All staff will be trained on how to adequately put on a face covering, take off, clean and discard according to CDC guidelines
- SCOPE will follow school district guidelines regarding children wearing face coverings

Social Distancing

- Children will be in small consistent groups, 10 or less children in group, paired with social distancing
- Members of the same household may not be able to remain together
- Where practical and possible, physical barriers will be maintained between each group (i.e. cones, tables, retractable walls)
- When and wherever possible, each small consistent group of children and staff will be maintained

Attendance

- If the district has a hybrid program, your children may only attend Before & After school programs on the days they are physically present in school in accordance with their hybrid schedule.

April 7, 2020

Dear SCOPE Families,

We at SCOPE recognize that this is an extremely difficult and stressful time for everyone. I am hoping that this letter finds all of our SCOPE families healthy and safe in your homes. I encourage each of you to comply with Governor Cuomo's Executive Order to remain home as our nurses, doctors, medical technicians, first responders and other essential employees work on the front lines of this pandemic to keep us healthy and safe. Complying with request to shelter at home and remain away from friends and family will be of great assistance in preventing the unnecessary spread of COVID-19.

To keep you up to date with SCOPE, we have been working in coordination with the Nassau and Suffolk Superintendents Associations and the Nassau and Suffolk County Executive offices to provide free emergency child care programs to the families of first responders, medical employees and other essential workers. These programs are open Monday through Friday from 7 A.M. – 6:30 P.M. Currently there are hundreds of children attending these sites. As the Executive Director of SCOPE, I am so very proud of each and every one of our employees staffing these sites and those that are supporting their efforts. SCOPE's emergency child care workers are truly unsung heroes of the fight against COVID-19. Please keep all of our first responders, medical employees, SCOPE emergency child care staff and all of the essential workers in your thoughts. We hope that they and their families remain safe and healthy as they work to bring this crisis to closure.

You have received information from SCOPE's business department regarding the emergency closure of our programs last month. We have now been informed that schools will remain closed through April 29. I remain hopeful that school districts will reopen after April 29 and that we may resume normal activities. Once we are able to return to our normal operation, credits will be applied to the remainder of this year's SCOPE programs as described in the information you have already been provided. In addition, we hope to re-open the registration for all SCOPE programs for next year's 2020-21. In recognition of the serious financial issues many of our families are currently facing, registration for 2020-21 programs will not require prepayment of the September tuition. After the online registration process is complete, you will be invoiced in June 2020 for payment.

As a result of the Executive Order to stay at home and reduce staff at businesses, SCOPE is working on a much reduced staffing level. Only those that are essential to the operation of the emergency child care programs are in the offices and many others are working from home. If you have any questions or concerns you may call our offices at (631) 360-0800, email us at contact@scopeonline.us and or visit our SCOPE website at www.scopeonline.us.

Please stay safe and well! We miss our SCOPE children and hope that we will be able to return to normal operations after April 29!

Sincerely,

George L. Duffy
Executive Director/CEO



March 13, 2020

Dear Parent/Guardian,

During this very difficult and concerning time, SCOPE Education Services continues to offer before and after school child care programs in public schools across Nassau and Suffolk counties. We are working directly with the school districts in which our programs are located and complying with all directives provided by the school district, NYS Department of Health and the NYS Office of Children and Family Services.

SCOPE is taking an abundance of caution, following all recommended preventative measures to eliminate the spread of illness. Every program is ensuring that children wash and dry hands thoroughly and often, hand sanitizer is being made available to programs as an added precaution, but may not be used in place of hand washing. Children are encouraged to cover their noses and mouths when sneezing/coughing and to utilize tissues (and to dispose of them in proper receptacles) when necessary. Additionally, we are limiting exposure of children to anyone outside of the SCOPE staff; therefore we will not be utilizing outside presenters or allowing unnecessary individuals to enter the programs. We ask that children who are ill not be sent to before or after care programs and that if a parent/guardian is ill, they not enter the program to pick up their child. We request that you notify the program, by telephone, and your child(ren) will be escorted to your location.

If you visit a SCOPE program you may be asked the following:

1. Have you traveled to a country for which the CDC has issued a Level 2 or 3 travel designation (currently South Korea, Iran, Italy, China, Japan) within the last 14 days?
2. Have you had any contact with Persons Under Investigation (PUI's) for COVID-19 within the last 14 days, OR with anyone known with COVID-19?
3. Do you have any symptoms of a respiratory infection (e.g., cough, sore throat, fever, or shortness of breath)?

If you answered any of these questions "yes" you may not enter the program.

Should you have any questions regarding the operation of SCOPE's child care programs, kindly speak to your SCOPE program director or call SCOPE Administration Office at 631 360-0800 between the hours of 9:00 am – 4:30 pm. Additional information can be obtained by visiting the SCOPE website @ www.scopeonline.us.

Thank you for your assistance and cooperation as we continue to offer a safe and healthy environment for all of the children attending SCOPE program.

Sincerely,

George L. Duffy
Executive Director/CEO

Before and After School Information

Submitting Monthly Calendars

For the safety of the children and program planning it is important for part-time parents to continue to put your calendars online for the month of April.

Refunds/Credit Policy

At this time, no refunds will be issued to parents that utilize SCOPE's before or after school programs on a full time basis. At the end of the school year each district's closings will be evaluated to determine how many of the closed days were not made up. Credits will be applied for these days and refunds will be made, if appropriate.

Credits will be applied only to the accounts of parents that utilize SCOPE's before or after school programs on a part time basis if the child(ren) were scheduled to attend on a day that the district closes.

Contact Information

SCOPE Administration Office (631) 360-0800

Directors for Student Services

Mindy Labriola, Ext. 164 or mlabriola@scopeonline.us

Dina Pendel, Ext. 120 or dpindel@scopeonline.us

Renee Mercer, Ext.149 or rmercerc@scopeonline.us

Before and After School Programs by District Manager

<p>Cynthia Baquero 516 804-6513 cbaquero@scopeonline.us</p> <p>Carle Place East Rockaway East Williston Elmont Garden City Great Neck Mineola Valley Stream #24 Wantagh West Hempstead Uniondale</p>	<p>Michelle Keating 516 804-6521 mkeating@scopeonline.us</p> <p>Copiague East Meadow Hicksville Island Trees Jericho Seaford Syosset</p>	<p>Lori Innella-Venne 631 360-0800 ext.183 linnella-venne@scopeonline.us</p> <p>Commack Harborfields Huntington Lindenhurst Northport Sachem</p>	<p>Grace Vitale 631 360-0800 ext.244 gvitale@scopeonline.us</p> <p>Babylon Bayport/Bluepoint Brentwood Connetquot Deer Park East Moriches Hampton Bays Hauppauge Middle Country Miller Place Remsenburg-Speonk Sayville</p>
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