



2008 East 12th Street
Kansas City, MO 64127
816.994.5400 / UICSKC.org

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CEO, Ex-Officio

June 5, 2020

UICS Families,

Our Phase I re-introduction of the children of essential workers into our two centers has been successful in the past three weeks. Last night, we had a virtual town hall call that served as an open conversation with families on what to expect as we expand our reopening processes. A video of this is now on our UICS Facebook page and an email will go out to all families soon with the link. With that, we are very excited to welcome back additional families for our Phase II of COVID-19 reopening plans on Monday, June 8. With our special attention to detail and safety, we have proven to have procedures in place that will protect our students, staff, and families.

Please note the following, and the additional page of new procedures:

- Should your child remains at home, virtual lessons will continue. If you are having any problems connecting with your child's teacher and their provided instruction, please let us know so that your child continues to receive early childhood instruction.
- For those at home, the Kauffman School will continue to provide five-day boxed meals to all students 18 and under at UICS-St. Mark Center and UICS-Metro Center on Thursdays (12 – 2PM) throughout the summer, along with our drive-up distributions of food and essentials.
- Students will be dropped off at the front door of UICS-Metro Center and UICS-St. Mark Center. Temperature checks and health-related questions will be engaged with the child and parent, prior to a staff member escorting the student to the classroom.
- Faculty/staff members will continue to wear face masks, clear displays of staff identification, and white smocks while on site. They will also receive the same temperature checks and health-related questions as they enter the building.
- For pickups, signage in front of each school will direct you to call your school's front desk to notify them of your arrival. A staff member will then escort your child from their classroom to your vehicle.
- Classroom sizes will be no more than 10 students.

It will be good to have the sounds and smiles of additional children in our centers again. Thank you for being a part of our family.

My best,

Deidre Anderson, CEO
United Inner City Services



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UICS (St. Mark Center and Metro Center) PHASE II OPERATIONS

Teachers will be screened (see below), along with each child. Teachers will also wear masks. Children’s meals will be served using single-use containers. We will not have children brush their teeth at school during this time.

A review of Phase I lessons will include, “Rebuilding our School Family,” “Germ Busting,” “Social Distancing using Hula Hoops and Pool Noodles,” and other fun and exciting exercises. Additionally, we will reintroduce some sensory experiences, like water play and art, while encouraging children to respect social distancing in a developmentally appropriate manner.

Morning Drop-Off Procedures:

- Please have your child to school by 9:00 AM or call and communicate late arrival.
- A UICS staff member will be stationed in the breeze way of each school.
- The assigned staff member will wear a mask, gloves and a photo lanyard identifying them as a member of the UICS staff. Gloves will be changed in-between each screening.
- All entering adults will be asked to wear a mask (provided by UICS, if you do not have one).
- Hand sanitizer will be available at the sign-in and screening stations.

The entering adult member will be asked the following questions:

- Have you, your child, or any family members exhibited the following symptoms in the past 48 hours?
 - Fever of 100.4 or higher?
 - Respiratory concerns (cough, shortness of breath)?
 - Other symptoms (sore throat, headache, chills, and fatigue, loss of smell or taste, nausea/vomiting, diarrhea)?
 - Knowingly been exposed to anyone diagnosed positive for active COVID-19?

- If the answers are no, your child will be signed in and will have their temperature taken. If normal, they will be admitted into school. If it is elevated to 100.4, they will be excluded, following the UICS exclusion criteria.
- The assigned entry staff person will assist you in using your QRS code to scan your child into Kinder Connect or enter your PIN code for you to scan your child in.
- The escort staff will be signaled to escort your child to their classroom.
- No personal belongings will be admitted in to the building, with the exception of prescribed medication.
- The assigned entry staff member will sanitize the station with surface sanitizing wipes in between all who enter.
- Once your child enters the classroom, they will be greeted and asked to wash their hands.
- The teacher will add your child to their “Active Supervision Log” and track until departure.

Afternoon Pick-Up Procedures:

- When the family member has arrived in the parking lot, they will be asked to call the front desk of the school. The child will be escorted by an assigned administrative staff out to their parent or designee’s car. Signage will be outside each school instructing family members on these procedures.
- The “Release of Child” procedure found in the UICS Family Handbook (page 17) will be followed.
- The front desk staff will sign the child out of Kinder Connect.

As an additional requirement in order to ensure all children’s needs are adequately met during our reopening phases your child/ren who have asthma will require a doctor’s note on file to clear them to return during this time.



Building bridges. Inspiring minds. Impacting futures.