COVID-19 Rules and Expectations:

- Students are expected to always wear a mask, unless eating or drinking. The mask should fit well and cover the student’s mouth and nose snuggly. Please pack an extra mask or 2 in their bag daily. If a child forgets his or her mask, CFK&T will have one available.
- Parents, guardians, and caregivers are expected to wear masks during drop-off and pick-up and practice social distancing from other families to the best of their ability.
- Students, Staff, Instructors, and Interns are expected to adhere to a strict 6 feet space for social distances while in our program. (This includes drop-off & pick-up locations, staging areas, classrooms, and all shared spaces.)
- Handwashing, hand sanitizing and protective measures with regards to coughing, sneezing and nose blowing are always expected.
- All students will need to bring their own water bottle, and cold lunch (snacks) daily. There is no access to microwaves or ovens.
- All students, staff, instructors, and interns will need to be tested for COVID-19 prior to each Session/Discovery Camp unless they provide the required documentation for an exemption. Minor camp participants requiring testing must have a parent or guardian present during mandatory testing and results waiting period. Testing times will vary but may take 30-60 minutes. Camp participants, staff or volunteers who test positive are prohibited from participating in the camp. All participants in camps on campus will need to follow the below guidelines:
  - COVID-19 Testing Requirements: Per UWSA guidance for camps with activities that are two days or longer, participants, staff and volunteers must:
    a. Provide proof of a negative test conducted within three days prior to camp start.
    b. Test negative upon arrival through UWM provided testing facilities.
    c. Provide documentation of a positive PCR test within the past 90 days and be 10 days past required isolation period.
    d. Provide documentation of being fully vaccinated, 2 weeks after 2nd dose of 2 dose series or 2 weeks after 1st dose in a 1 dose vaccine series.
- If a student shows signs or symptoms of COVID-19 the student will be isolated in a quarantined classroom space under the supervision of the Director, Assistant Director or Faculty Advisor until a parent or guardian arrives to pick-up the student. The parent or guardian must arrive within 1 hour of communication. The student will not be allowed to rejoin the class or later classes until there has been proof of a negative test and/or 10 days of quarantine. We will also accept a healthcare provider’s note of an alternate diagnoses.
- Similarly, if it is communicated that any student at any time tests positive for COVID-19 communications will be made to families based on contact tracing and decisions will be made as to which classes/students will need to be quarantined and if classes will need to be altered to online or cancelled. For questions or concerns...
with regards to this expectation please contact us at 414-227-3360 or email us at cfkids@uwm.edu.

- Classroom tables, desks and high contact areas will be sanitized before class, and between classes by CFK&T staff after final dismissal.

Prior to attending the program:

- Pre-arrival Quarantine – CDC Recommends at least 10 days of self-quarantine of participants prior to arrival.
- All CFK&T forms must be completed and returned to our program prior to attendance to the program.
  - This includes:
    - 2021 Parental Consent Form completed in full. (Updated with COVID-19 information)
    - ETN Testing Consent Form
    - Minors on Campus Parent Covid Acknowledgment Form
    - UWM College for Kids and Teens – DAILY Symptom Check Form
    - Allergies and Special Concerns forms completed in full (As needed)
    - Special Needs Form completed in full. (As needed)

Parent Communication

- Refund Policy – In the case that a class becomes altered due to Covid-19 the following will be offered in the place of remaining scheduled classes.
  - If possible, the class will be switched to online format and will continue to be offered. Your student will receive a supply bag with materials needed for the class and you will also receive a Zoom Link to attend the class online.
  - If the class is affected to the point that it is decided that it would need to be cancelled, then a credit will be offered for the entire cost of the class. This credit can be used either for summer 2020 and/or 2021.

Upon arrival to the program:

- On the first Monday of each week students will need proof of a negative COVID-19 test taken within three days prior to the program. No student will be allowed to attend programming without proof of a negative test by rule of the UW System and UW-Milwaukee. Any student that tests positive for COVID-19 will not be allowed on campus or to the CFK&T program until after a point of 10 days of quarantine and a negative test.
  - Testing will be available at UWM. More information will be shared with families as it becomes available.
  - Your family is welcome to be tested outside of our testing facilities. If you choose this option, please remember that your student will not be allowed to attend the program without proof of either a negative test or proof of vaccination. Below are some links to information about testing sites.
If your student tests positive for COVID-19 and is unable to attend the program, please contact our offices at 414-227-3360 and/or email us at cfkids@uwm.edu to discuss options for future enrollment or attendance options.

• Pre-Screening Questionnaire completed and paper copy turned into CFK&T staff upon arrival.
  
  o If your child has any of the above symptoms listed in question 1 they and any other campers residing in the same household should not attend camp and will be sent home from camp if symptoms occur while at camp. If shortness of breath or trouble breathing occur during the program, we will follow emergency protocols and contact the family and 911. Your child should isolate, be tested for COVID-19*, and parents should contact their healthcare provider for further guidance.
  
  o If your child has 2 or more of the symptoms in Q 2, they and any other campers residing in the same household should not attend camp and will be sent home from camp if symptoms occur while at camp. Your child should isolate, be tested for COVID-19*, and parents should contact their healthcare provider for further guidance.
  
  o If your child has either vomiting or diarrhea, they and any other campers residing in the same household should not attend camp and will be sent home. Your child should isolate, be tested for COVID-19* and contact their healthcare provider for further guidance.

*Any child with possible COVID-19 symptoms will need to either provide a negative COVID-19 test to re-enter the camp or provide a healthcare provider note that the symptoms are not COVID-19 related.

• Parents will not be allowed to enter the Union for drop-off of their student(s).
• All students will have their temperature taken upon arrival using a contactless thermometer. If the student’s temperature is at or above 100.4 degrees Fahrenheit will not be allowed to enter the program.
• Students that are cleared of symptoms and has proof of a negative test or proof for an exemption will be given a CFK&T wristband (Yellow for Sessions and White for Discovery Camps). No student will be given admittance to the program without a verified wristband. Students will be required to wear the wristband for the entirety of their time in the program. Replacements can be given to students as needed. A color-coded mark will be made daily Tuesday-Friday after symptom checking has been checked in.
• If your student is cleared to attend the program, they will be escorted to one of three staging areas where they will meet their instructor and be escorted to their class. These staging areas are in separate areas of the Union and the Union terrace
and are separated into three cohorts based off age groups. These cohorts will be K5-2 grade students, 3-5 grade students, and 6-12 grade students.

Drop-Off and Pick-Up procedures:

- Drop-Off:
  - All student arrivals on Mondays need to be accompanied by a parent or guardian. For the rest of the days for the Session or Discovery Camp it is expected that students will be accompanied by a parent or guardian for drop-offs and pick-ups. (Exceptions can be made for students grades 6-12th grade only if it is proposed to the Director and is approved by the CFK&T Team based off circumstances. Each proposal will be decided case by case.)
  - All students arriving by car will need to be dropped off in the circle drive at the Union (2200 E. Kenwood Blvd.) Only about 6-8 cars can occupy this circle drive and there is no parking or leaving your vehicle. (Please see the attached PDF for visual information as to the drop off in the Union Circle.) Students may leave their cars and approach the designated UWM College for Kids & Teens Staff at the check-in table with proof of a negative COVID-19 test (on the first Monday of each session) and their Pre-Screening Questionnaire (due daily) stating that they do not have a fever, shortness of breath, cough, or new loss of taste and smell or do not have 2 of the additional identified symptoms. We ask that you do not leave the Union Circle Drive until your student has been admitted into the program. If your student does not have proof of a negative test (Mondays) and a completed Pre-Screening Questionnaire the student will need to return home. Also, if they state that they have not cleared the provided daily symptom check the student will also not be admitted and will need to return to your vehicle and will not be admitted into the program. Classes run from 9-11 am, 11:30 am-1:30 pm and 2-4 pm and drop off can take place within 30 minutes prior to your students scheduled time for class(es).
  - If you are unable to arrive by car and need to walk your student to the program, we will need you to bring your students to our check-in table located at the main entrance outside of the Union near the Circle Drive. Please do not take your student directly into the Union. All parents/guardians and students are required to wear a mask covering your mouth and nose and always keep an appropriate 6 ft social distance.
  - Students will be escorted to their 11:30 am and 2:00 pm classes 15 minutes prior to the class start times. If your student is enrolled in an 11:30 am-1:30 pm class or a 2:00-4:00 pm class, please arrive 20 minutes prior to class start time. (More information will be discussed about break/lunch times later in this document.)

- Pick-up:
  - At the end of the 9-11 am class all students that will be attending the 11:30 am-1:30 pm class will be returned to the Union to their separate staging areas. Students leaving for the day will be brought outside to the
Circle Drive for pick-up by car or by walk-up. This is the one time in which there will be an overlap of drop-off and pick-up which will mean that these will be busier times. We ask for your patience and understanding.

- For the final pick-up of the day after the 4:00 pm class all students will be returned to the Union Circle for pick-up and will be socially distanced in the space provided. For students with permission to leave on their own they will be asked to leave through the main doors at the Circle Drive. At that time, they may meet their families wherever the family has decided to rendezvous. This will be a high traffic time and we suggest arrival early, if possible, to secure a space in the Union Circle Drive or the few spots available on Kenwood Blvd. If you are unable to secure one of these spots you may need to circle the block or park on a side street for walk-up pick-up. We must insure at this time that we provide social distancing and mask wearing by all families and participants.

**Break-times:**

- There are two break periods between class periods (11:00-11:30 AM and 1:30-2:00 PM). Students will return from classes at this time and those that will be in CFK&T care for the break periods will move to their next class and the break will take place in their classes 15 minutes prior to the start of the next class. All students that are done for the day will be escorted to the Union Circle Drive for pick-up. Students participating in break periods in their classrooms will need to eat snacks and/or lunches brought from home. No food or vending will be available for students. The students will be socially distanced in classrooms and/or outdoor space while supervised by instructors and CFK&T staff. After snacks or lunches are completed students will begin their next classes. Tables or desks will be cleaned and sanitized at the end of classes before students return to the Union.