

**Additional Considerations for implementation of Remote Learning Enrichment Program
(RLEP) by the Town/Municipal Awarding Authority:**

References:

COVID-19, Order 49 Program Adjustments to Support Families with Students Engaged in Remote Learning

Commonwealth of Massachusetts, Department of Early Education and Care, Remote Learning Enrichment Policy dated August 31, 2020

Care Options for Hybrid and Remote Learning Models, Joint Guidance from EEC and DESE, dated August 28, 2020

606 CMR 7.00 Department of Early Education and Care, Standards for the Licensure or Approval of Family Child Care; Small Group and School Age and Large Group and School Age Child Care Programs.

Commonwealth of Massachusetts, Workplace Safety Standards for Sectors Not Otherwise Addressed to Address COVID-19.

Eligibility:

- RLEP are only allowed to operate during Canton Public Schools normal school hours for K-8th grade. RLEP can start no earlier than 7:45 AM and must end no later than 3:25 PM.

Students:

- To the extent practical students must be grouped in cohorts with no more than 13 students per cohort. Students must remain within their assigned cohort to the extent practical during all activities.
- RLEP must provide a scaled drawing of facility layout. Drawing must include locations of all student work stations, electrical outlets, isolation area, break rooms, entrances and restroom facilities.
- Each student must have an assigned work station that cannot be used by others within the same day.
- Facility layout must provide 6' minimum spacing between students and between students and staff.
- Unless physically unable to do so, students must wear face coverings at all times, except during authorized mask breaks and eating.
- RLEP, including those in private residences may not provide care for children not enrolled in the RLEP.

Staffing:

- At least one healthcare supervisor must be present during hours of operation. A healthcare supervisor is defined as: 18+ years of age and must possess *at a minimum*: valid first aid certification and CPR for pediatric population. This individual does contribute to the staff: student ratio, however at no time shall the number of staff be less than two. Documentation of the healthcare supervisor's qualifications must be provided to the MAA prior to facility opening.
- Facility must provide to the MAA a documented plan for staff who become ill or injured to maintain the approved ratios for students and staff.

Health and Safety:

- A minimum of 1 ANSI Class A first aid kit must be available on site at all times.

- The facility shall adopt at a minimum the standards for medication administration in 606 CMR 7.11 (2) *Medication Administration*.
- Facility must provide written policies/procedures for care of the mildly ill or injured child or staff member. This includes isolation for possible COVID 19 symptoms.
- Facility must identify an isolation area for individuals displaying COVID 19 symptoms.
- Facility must provide a documented screening process for all students, staff, volunteers and visitors. This screening/attestation must include at a minimum:
 - Exposure to known person with COVID-19 in the past 14 days.
 - Symptoms of COVID-19 in the previous 24 hours.
- Facility must provide written plans for food breaks
 - Maintain social distancing
 - Is food being prepared on site (separate license) or are staff and students responsible for bringing own food.
 - Hand hygiene requirements surrounding food breaks.
 - Will the program be coordinating with outside services for food service?
 - All staff/volunteers must receive training on common allergens in children

Communicable Diseases and Infection Control:

- The standards described in 606 CMR 7.11 (7) through 606 CMR 7.11 (10) shall apply to the Remote Learning Enrichment Program

Physical Building Requirements:

- For both facility based centers and home based centers:
 - Facility must be cleaned in accordance with Cleaning and Disinfecting standards found in Workplace Safety Standards for Sectors Not Otherwise Addressed to Address COVID-19.
- For facility based centers:
 - 606 CMR 7.07 (10) shall be adhered to for all facility-based RLEPs
 - 606 CMR 7.07 (14) shall apply to all facility-based RLEPs.
 - The building utilized and approved for the remote learning program must provide fire, lead and any other building inspections required by the MAA
- Home based centers:
 - Working smoke detectors and carbon monoxide detectors must be on every floor of the dwelling (to include the basement).
 - A fire extinguisher shall be easily accessible
 - At least two non-adjacent exits to the exterior of the house are required.

- 606 CMR 7.07 (11) and (14) shall apply to home based programs (stairways and heating sources)