

March 16, 2020

Dear Valued Stepping Stone School Families:

The well-being and health of our children and families is our highest priority. Over the course of the weekend, the Texas Health and Human Services Department issued additional guidelines which we instituted this morning and will continue to implement until further notice. We implement all procedures at the highest level of concern and care for our children, families and teachers.

Until further notice, we will remain open. I am in contact with national leaders in Early Childhood Education about our role as an **ESSENTIAL** service to our communities. We serve numerous medical professionals and critical infra-structure teams throughout all of our communities, including fire, police and first responders. I have established a **Safety Council** with a local medical expert with whom I have been in touch throughout the weekend.

We stand ready and will support our teachers and administrators every way possible. As a privately-owned organization, we have the ability to be flexible and completely supportive to our teachers as we forge forward today. I go on record as saying that we indeed have the finest professionals in the nation at Stepping Stone School. Your children are in good places. I have emphasized the calm and joyful environments that we are fostering day by day to provide optimal care.

I am announcing the following protocols which were in effect this morning and will be in effect until further notice.

- Parents will be asked to drop their children off just outside the front doors of each Stepping Stone School campus. Our staff will escort children to their classrooms.
- Parents will be asked to pick up their children just outside the front doors of each campus at the end of the day.
- Each child entering the campuses will be screened, which includes taking each child's temperature and a visual health scan.
- All teachers will have a safety check and their temperature taken upon arrival to work.
- As a further precaution and in order to achieve the utmost protection, if a parent enters the building, they will be asked for a quick temperature check.
- Entry to our campuses will be denied to anyone with the following:
 - 1) A temperature of 100.4 F or above;
 - 2) Signs and symptoms of a respiratory infection, such as a cough, shortness of breath, sore throat, and a low grade fever.
 - 3) In the previous 14 days has had contact with someone with a confirmed diagnosis of COVID-19; is under investigation for COVID-19; or is ill with a respiratory illness, or
 - 4) In the previous 14 days has traveled internationally to countries with widespread, sustained community transmission.

AUSTIN, TX:

1710 Richcreek Rd. 78757
8419 Bowling Green Dr. 78757
8121 Shoal Creek Blvd. 78757
6616 McNeil Dr. 78729
9914 Woodland Village Dr. 78750
12301 Hymeadow Dr. 78750
7700 West Parmer Ln. 78729
2001 Wells Branch Pkwy. 78728
1007 E. 40th St. 78751
9405 Brodie Ln. 78748
9325 Alice Mae Ln. 78748
3811 Harmon Ave. 78751

LEANDER, TX:

225 Block House Dr. 78641

KYLE, TX:

4624 Ratcliffe Dr. 78640
1020 Lightfoot St. 78640

ROUND ROCK, TX:

7601 O'Connor Dr. 78681
2301 N. A.W. Grimes Blvd. 78665
651 Teravista Pkwy. 78665

COLLEGE STATION, TX:

900 University Oaks Blvd. 77840
205 Rock Prairie Rd. 77845

ADMINISTRATIVE OFFICE:

1910 Justin Ln. 78757
(512) 459-0258
Fax (512) 467-1824

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- Each child will receive lunch and snacks in individual servings.
- We will not be accepting elementary school children who have not previously attended Stepping Stone School.
- All hard surfaces will be disinfected hourly throughout the campus.
- Our professional cleaning service, Shining Image will be providing **additional** disinfecting of our campuses throughout the day, and at the end of operations.
- School age children attending Spring Break will remain at their home campus.

Please see all of our previous parent communications for the full overview of what Stepping Stone School is doing to protect and care for our children.

<https://www.steppingstoneschool.com/proactive-protection-plan/>

Our number one priority is the health and wellbeing of the children we serve.

Sincerely,



Rhonda Paver, M.A.

Owner and Executive Director