



August 5, 2020

Dear Parents/Guardians at our Wren Family Center Boys & Girls Clubs and others interested in our 2020-2021 Academic After School Program:

Thank you for your patience with our Club as we have continued to prepare and monitor our plans for operating in the 2020-2021 Academic Year. We have been operating and serving members daily since Monday June 8th here at the Wren Family Center, and we thank all of you for your dedication and commitment to our program.

Our commitment continues to remain keeping the young people we serve safe as our number one priority. Following the Coronavirus disease (COVID-19) outbreak, it's important that you know Boys & Girls Clubs of Central Carolina is doing everything possible to keep your child, our staff and volunteers protected from its spread. We will be implementing a 1:25 maximum employee/club member ratio and we will continue to adhere to state and local guidelines. We are also closely monitoring reports from the Centers for Disease Control and Prevention (CDC) and our local health department for all updated information. As local health conditions change, we reserve the right to adjust our operations at any time.

Since Chatham County Schools will operate a Virtual Learning Experience for the first four weeks, we will operate differently than previous school years. Since we will begin this program on August 17th, our last day of summer programming will be Wednesday August 12th. This will allow us to deep clean the facility and provide training to our staff before the school year.

Questions Regarding the first 4 weeks:

- How to get your child in the program:
 - This program will begin, Monday August 17th. Cost is FREE for at least the first 4 weeks only thanks to the Chatham County School System. (If virtual learning continues after the 4 weeks, September 11th, a fee may be in place for the following weeks)
 - Members will receive programming throughout the day, and will be able to access wifi as we provide guidance with their classwork.
 - Our program will be after school program only and we will be open 7:30am-5:30pm, Monday thru Friday. Members must be at the facility by 9am. Members will not be allowed to come into the building after that time.
 - There are limited spaces available and all spots will be based on a first come, first serve basis. We will take applications at the Wren Family Center beginning Wednesday, August 5th from 8:00am-5:30pm and each day after Monday-Friday until all spaces are full. August 13th will be the last day to sign up. Once all spots are full, we will have a waiting list in which you may sign up for.
 - **Wren Family will have approximately 50 SPOTS available** for the full day program.

Other Important Information such as Guidelines and Procedures that we will continue to enforce:

- All Parents/Legal Guardians will have to complete and sign a membership application and waiver for their children before entry into the program. The form is attached to our parents via email and will be available on the website. The form will be required before the child enters our program on the first day. Note: Only parents/legal guardians can sign for their child.
- All Club Members and Staff must wear a face-mask in the facility. The face-mask must be a clean mask for hygiene and safety purposes. If a face-mask is forgotten, a disposable face-mask will be available for purchase for \$1.00.
- If your child is experiencing any symptoms of illness, including a low grade fever, do not bring your child to the clubhouse
- If your child is screened and exhibits any symptoms of illness, your child will immediately be sent home.
- Our Club Staff and members will undergo the questionnaire and temperature check daily as they arrive.
- Only Club Members and Staff will be allowed in the facility. Parents/Volunteers/Visitors will not be allowed access at this time for the safety and control of our facilities.
- Club Members will not be allowed to have contact with any other staff or members as we enforce social distancing of 6 feet. They will also wash their hands at least hourly, and after every activity, before eating, after sneezing/coughing/blowing nose or touching their face of any sort.
- Members will not be allowed to share any program supplies.
- Members will not “rotate” to other program areas as they have in the past. They will be assigned a program area, in which they will stay all day. The only time they are allowed to leave that program area is to go to the restroom.
- The only personal belongings that members may bring will be phones/tablets/laptops. However those supplies will be disinfected upon entry to the facility. The Boys & Girls Clubs will not be responsible in the event of any loss/stolen items. Members will be responsible for their belongings. They will only be allowed to use these during designated program times.
- Sites will operate at one half capacity throughout the Club.

We know that there are a lot of changes than the way our organization typically works. We are doing our best to ensure the safety of every Club member and staff member that comes through our doors. Changes will continue to take place to better serve our Club members. Please feel free to reach out to your site’s Club Director should you have any questions at all. Thank you for trusting us with your children as always!

Warm Regards,



Brandon Kivett, Director of Operations