

First Baptist Early Childhood Ministry

606 N. Walnut Street
Lumberton, N.C. 28358
910-738-6608 or 739-4336



Dear Parents,

We hope this letter finds you, our ECM families, doing well and adjusting to the COVID-19 way of life. ECM Administration and Church leadership are committed to your safety and the safety of anyone who attends our campus, especially the most vulnerable among us.

Many conversations have taken place over the last few months regarding what safe operation of First Baptist ECM would look like. While there are many, many new State regulations and requirements that must be met and followed, providing much-needed childcare for families in our community is a ministry opportunity that we believe we have the capacity to meet. Again, safety will be the baseline in terms of being able to welcome children on a daily basis.

Due to regulations issued by DHHS and DCDEE, we MUST ask parents to abide by the following guidelines:

- Parents will not be allowed to enter the building.
- Staff members will be located outside to greet your child as you drop them off at the ECM drive, perform a health screening, and sanitize hands prior to admittance. Please utilize the drive-thru line—do not park in the lot and walk to the entrance. Social distancing markings 6 feet apart will be provided. Please note that this will require extra time when dropping off. Parents may not leave children until the screening is completed and passed.
- Children must be dropped off before 9:00 am. No child will be admitted after 9:00 am, due to staff having responsibilities in other areas. There will be NO EXCEPTIONS!
- Each child will have his or her temperature taken each morning. If their temperature is 99.5°F or above, the child will not be allowed to stay.
- Temperatures and health screenings will take place throughout the day. If any COVID-19 symptoms are noted, the child will need to be picked up IMMEDIATELY!
- Cot covers must be taken home daily, washed and returned the next day. (Towels may be a better alternative for the summer.)
- Stuffed animals, toys from home, and electronics are not allowed.
- Face masks are required for children age 11 or older. You may choose to have your child (over the age of 2) to wear a mask, however, please note that your child must be able to take it off and put it on themselves. Due to current regulations, ECM staff will not be able to do this for them.
- Departure times will be set from 3:30 pm – 6:00 pm. A sign with your child's name will be given to you to hold up when pulling into the drive. Whoever picks up your child will need to have this sign with them and stay in their vehicle. Staff will walk your child from their classroom to your automobile.
- If you will need to pick your child up at a time other than the departure times listed, you will be asked to contact the center with a time. Please be prompt when giving a pickup time.
- Congregation of parents at arrival and departure is prohibited.

We will keep you informed if rules or guidance from DHHS or DCDEE change or update. As we work within these new guidelines, children will be assigned to a class with other children of like-age.

Continued on reverse

First Baptist Early Childhood Ministry

606 N. Walnut Street
Lumberton, N.C. 28358
910-738-6608 or 739-4336



Since parents are not allowed in the building, we made adjustments to our payment process. You can drop off your physical payments on Tuesday and Friday mornings during the drop-off period (7-9 am). A designated staff member will be available to receive your payment, and receipts will be emailed. The preferred payment methods are through bank draft, check, cashier's check, or money order. Cash payment is discouraged during this time.

As always, we ask that you make your payments in a timely manner. The ECM's Payment Policy will still be enforced. If you owe a balance for the week of care, you will be emailed a statement listing your balance due with the due date.

Even before this pandemic, we sought to keep our facility clean and our children healthy through regular cleaning, hand washing, and other preventative measures. In response to the increased regulations, you can also be assured that the following protocols will be followed:

- Daily health screening of staff.
- No combining/mixing of classes. Meals will be eaten in the classrooms, and playground times will be staggered.
- Increased cleaning of bathrooms, rooms, and common touch points.
- Sanitizing of playground equipment in between classes.
- Increasing air circulation in classrooms.

We realize these changes will be a challenge to parents, children, and staff alike, and we ask for your grace and understanding in advance as we work with these new protocols. We must all work together in order to try and maintain some type of new normalcy.

Sincerely,

ECM Staff & ECM Committee