



PRESENTATION TO LOCAL OFFICIALS

Tuesday, September 8, 2020

Expanded Options for Child Care During the Remote Learning School Day

Background

In order to meet the needs of working families while public and private K-12 schools operate hybrid or remote learning models, Governor Baker signed Executive Order #49 on Friday, August 28, to provide the Department of Early Education and Care (EEC) with the necessary flexibility to create the following three paths to provide families options for care during school hours:

- Expanded Capacity at Providers Currently Licensed by EEC
- Exempt Remote Learning Enrichment Programs
- Remote Learning Parent Cooperatives

Municipality Role

- If a community needs more capacity for care than provided through the expansion to licensed programs and the remote learning parent cooperatives, the municipality can provide approval of one or more **Remote Learning Enrichment Programs** to EEC.
- In order to declare a Remote Learning Enrichment Program as exempt, EEC is enabling municipalities to confirm that that the:
 - Provider is eligible to be an exempt program;
 - Provider and facility meet minimum health and safety standards; and
 - Staff at the program have successfully passed background record checks
- Eligible programs that are not licensed nor exempt from licensure by EEC will be closed down by EEC in coordination with the municipality.

Checklists for Municipality Approving Authorities

REQUIREMENTS FOR HEALTH AND SAFETY

- ✓ The program will follow either Department of Elementary and Secondary Education (DESE) or EEC health and safety guidance, including masking, physical distancing, and hand hygiene requirements.
- ✓ *Programs operating in a facility-based setting:* The facility to be used by the program has up to date fire, lead, and applicable building inspections .
- ✓ *Programs operating in a private residence:* The home to be used by the program has working smoke detectors located throughout the home and on all floor levels and at least two separate exits to the outside.
- ✓ The visit should include the collection of the signed Attestation Form from the program leader that the program leadership understands and is prepared to implement all applicable health and safety requirements.

REQUIREMENTS FOR RATIOS AND GROUP SIZE

- ✓ Programs operating in a facility-based setting will maintain a ratio of 1:13 staff members to children and will serve a maximum group size of 26 children, provided that physical distancing requirements can be maintained.
- ✓ Programs operating in a private residence will maintain a ratio of 1:8 adults to children and will serve a maximum group size of 8 children, provided that physical distancing requirements can be maintained.

REQUIREMENTS FOR STAFFING

- ✓ Confirmation that all staff members, volunteers, household members 15 and older (if private residence), and any other adults who will be around child have completed a background check consisting of Criminal Offender Record Information (CORI) check, Sex Offender Registry Information (SORI) check, and Department of Children and Families (DCF) child welfare check. Fingerprint checks are strongly recommended, if available.
- ✓ Note: Background checks may be run by entities other than the MAA, such as police department or school department, as long as the background check includes all necessary components.

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- ✓ The visit should include the collection of the signed Attestation Form from the program leader that the program leadership understands and is prepared to implement all applicable health and safety requirements.

Municipal Approving Authority Process

STEP 1: MUNICIPAL CEO DESIGNATES MUNICIPAL APPROVING AUTHORITY (MAA)

The Municipal CEO must designate the MAA and publicize the contact person/office so programs may begin the process of seeking approval as a Remote Learning Enrichment Program.



Need More Info?

The MAA will be responsible for verifying that a program is eligible.

STEP 2: MAA CONFIRMS ELIGIBILITY AND COMPLIANCE WITH MINIMUM REQUIREMENTS

Municipalities conduct a visit to view the space, verify that the program is eligible, and confirm the program has complied with the minimum requirements for operation of a Remote Learning Enrichment Program issued by EEC.



Need More Info?

The MAA can refer to EEC's Checklist for MAA Approval to inform the process.

STEP 3: MAA SUBMITS LETTER OF APPROVAL AND SELF ATTESTATION

If prepared to authorize the Remote Learning Enrichment Program, the MAA provides a letter of approval and a self-attestation which the programs are responsible for submitting to EEC as part of their application.



Need More Info?

A sample attestation form can be found on the EEC website.

STEP 4: MAA PROVIDES ONGOING MONITORING

The MAA provides ongoing monitoring of any approved exempt Remote Learning Enrichment Program to ensure that it continues to comply with the minimum requirements for operation, and that program activities do not exceed the scope of the approved exemption.



Need More Info?

Requirements for monitoring are outlined in EEC Policy.

Questions

More information on Remote Learning Enrichment Program approvals can be found at EEC's website [here](#).

Specific questions can be submitted [here](#) and will receive a response as soon as possible.