



Karen B. Salmon, Ph.D.
State Superintendent of Schools

Companion Document for Temporary Waived Regulations
March 17, 2020

This is a companion document for *Guidance for the Order of the Governor of the State Of Maryland: Expanding Child Care Access* that discusses regulations that have been temporarily waived by the Division of Early Childhood (DEC), Office of Child Care (OCC). **This waiving of regulation is ONLY for school-aged children of emergency and medical personnel.** Emergency personnel are any employees who work in hospitals and first responders, such as fire, police and paramedics, doctors and nurses. Please see below regarding how you may be able to open your child care program for emergency personnel only.

1. The waiving of regulation is to allow programs to take ONLY additional school-aged children from emergency personnel.
2. If you have space in any classroom, except the infants, toddlers and twos, you can temporarily add additional school-aged children.
3. You may increase the capacity in a classroom to accommodate the school-aged children of emergency personnel. Depending on the size of your room, each program will be different in the number of children who can be added safely. Please use your discretion during this difficult time. Children should be in groups of 10 or fewer and in separate rooms, if possible.
4. Ratios will be waived only for the addition of school-aged children of emergency personnel.
5. If a child is out for more than 3 days, the parent does not have to produce a doctor's note upon returning to the class. Limiting visits to doctor's offices for children and families will assist in social distancing and the spread of the virus.
6. Staff qualifications are being waived so that programs have the ability to utilize the staff you currently have in order to care for the school-aged children of emergency personnel. This does not waive the requirement for criminal background checks and release of Information clearance for the staff member. You may also utilize staff from other licensed child care programs as long as you contact the licensing specialist to ensure they are working in a licensed program with proper background checks.
7. When a school aged child is dropped off at your program, you must collect the modified Drop In Health Inventory, the Emergency Card and, if the child is taking medication the emergency personnel can sign the Medication Order Form. All forms can be found by clicking on the yellow banner located at <https://earlychildhood.marylandpublicschools.org/tags/division-early-childhood-development>

8. Programs are not required to be closed at this time, nor are they required to remain open. This is a decision each program must determine for itself. Here is a resource you may want to use. <https://info.childcareaware.org/blog/should-i-close-my-child-care-program-a-coronavirus-flowchart>
9. If your program has decided to close and you have additional cleaning supplies, please contact another child care program that may still be open to share those supplies for the children they are caring for at this time.
10. If there are child care programs that have closed in your area and you are remaining open, please contact the program to see if any staff want to work in your program.
11. Family child care homes may admit additional **school-aged children of emergency and medical personnel, but may never exceed a total capacity of more than 10 children.**
12. Large family child care homes may only add **school-aged children of emergency and medical personnel** if the capacity does not exceed 10 children in care at one time.
13. If you are taking any emergency personnel school-aged children, please charge your current rate for school age full time care. The state of Maryland will be reimbursing your current regular tuition rate for each child, to the parent, in the future. Please keep attendance sheets and have parents sign off weekly. We may need these to provide reimbursement to families. Also, please keep receipts for any extra supplies you may need for the possibility of reimbursement when this crisis is over. We will be sending information on the process for reimbursement for tuition for parents and providers as this crisis continues.
14. You must also make a copy/picture of the person's badge with their photo or their badge and a driver's license if the badge does not have a picture. This will be used to prove they are essential personnel. All emergency workers will have a badge.

Please check our website for updates <https://earlychildhood.marylandpublicschools.org/>