



## The City of Southlake Community Services PLAY at the Park Program Procedures

### Things to Know before You Go!

- Before dropping off your child, please fill out the Participant Information Form which can be found by clicking [HERE](#).
- Please send your child in play clothes that you don't mind getting dirty, we will be outside playing games, making crafts, and having lunch! Closed-toed shoes are a requirement, no crocs, sandals, or wheelies allowed!
- If you need to drop-off late or pick-up early, please call the on-site phone number at 682-300-1863. A Community Services staff member will be able to take your call.
- The COVID-19 safety procedures will be followed throughout the program. I
- Please apply sunscreen and bug spray to your child before they arrive. We will have extra just in case.
- Lunch will be provided, and we will also have water bottles available.

### Drop-off/Pick-up Procedures

- Check-in/out will be located outside in the parking lot. Look for the tall, colorful flags!
- Parents and children should remain in the vehicle until a City staff member has screened and signed-in the child
- No parents will not be allowed in the program space. Parents are welcome to wait in the parking lot.
- You will be required to show a photo ID at pick-up. Please drive slowly and carefully through the parking lot!



## Screening Procedures

- Screening procedures for the participants will take place while the child is in the car. PLEASE REMAIN IN YOUR VEHICLE! A City staff member will ask two questions then conduct a temperature check while parents are signing in.
- Each parent will be asked:
  - Has your child been in close contact with a person who is lab confirmed to have COVID-19?
  - Has your child shown signs of ANY sickness in the last 72 hours? (please see our Sick Participant Plan)
- If a parent or child answers 'yes' to any of the above screening questions or is observed to have any signs of sickness, they will not be granted admission to the class location.
- If a child's temperature meets or exceeds 100.0 degrees Fahrenheit they will not be permitted to enter the location.
- The City staff member or instructor will escort your child to their class.