

March 23, 2020

Dear Families,

The staff and I are hoping that everyone is staying well – we are thinking of all of those that aren't with us right now and hope for a quick recovery from this unsettling time. We miss you – you are in our thoughts and prayers.

Due to daily (sometimes even hourly) changes with the childcare need and the corona virus right now we have been trying to do the next best step for everyone involved (children, families, our community, and staff). Today we expected over 20 children and staffed appropriately however (luckily) only a handful needed care. We were able to send more than half of our staff home today and feel like these low numbers will continue. As much as we have tried to remain open for those essential workers, we have made the decision to close – beginning Wednesday, March 25<sup>th</sup> until at least April 6<sup>th</sup>, 2020. I sincerely apologize if this causes any hardship.

The Child Development Division has created the Child Care Stabilization Payment program for centers such as ours as they understand the critical need to assist programs financially during this time. Please see the following eligibility requirements below we recently received from them. We are currently paying our staff for time off and will continue to do so; the other requirement is that we must bill our families for care during the next two weeks – even though we originally offered this time off at no cost. All of our infants through school-age students will now be billed at their regular tuition amount for the next two weeks to help offset our program and staffing costs. CACFP subsidy payments will cover any subsided children. If you pay out of pocket and feel that you cannot make the payments for the next two weeks due to reduced hours at work, you are paying another person to care for your child, are unemployed, are unwilling, or unable to pay please send an email to Sue at [LittleLambsELC@comcast.net](mailto:LittleLambsELC@comcast.net) so your information can be forwarded to the Child Development Division for reimbursement. Families receiving CCFAP Subsidy do not need to send an email of their hardship. Also any tuition owed for previous attendance (prior to March 23<sup>rd</sup>, 2020) will not accrue late fees and can be paid either via mail or when your child returns.



## **COVID-19 Child Care Stabilization Payments for Private Tuition Announcement and Link to Form**

Child care is a critical infrastructure to families in Vermont. It is a system that relies on tuition payments to maintain programs to care for children statewide. We are encouraging families to continue to pay their tuition and co-payments to child care programs during the time of closure.

If a family cannot afford to pay their child care program during this time, the State of Vermont has approved a COVID-19 Child Care Stabilization Payment program to support child care programs financially whose enrolled families are unable to afford paying tuition or co-payments during this Closure Period.

Programs that are eligible to apply include privately operated or non-profit licensed or registered programs that:

- Are charging families to maintain child care spaces during Corona virus closure or absences
- Are paying regular staff during the Coronavirus related closure

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If you need a referral for potential childcare needs during the next two weeks please let us know. We will be in touch with more information going forward. The staff and I thank you for understanding our need to temporarily close. We look forward to having everyone back with school in session. Please feel free to bring any concerns or questions to Sue @ #747-0091 or email @ [LittleLambsELC@comcast.net](mailto:LittleLambsELC@comcast.net) . We can and will get through this together. Thank you for your support. Stay well.

Sue Clark, Executive Director  
Tabatha Viger, Director