

PRE-SCHOOL LEARNING CENTER

COVID-19 DAILY GUIDE

PROTECTIVE EQUIPMENT & PRECAUTIONS

- 👤 Everyone entering the building must wear a mask, including children 3+
- 👤 Children are **not required** to wear a mask during the day. They will be placed in back packs upon entering class.
- 👤 If you prefer your child to wear a mask, please provide extra, which will be kept in their back pack. Masks are not permitted during snack, lunch or nap.
- 👤 Students will be assigned to a specific seat and table every day.
- 👤 Students will use only their own personal case of school supplies. We will provide the case.
- 👤 Hand sanitizing stations will be located throughout the building.

CLEANING

- 👤 Our school will be cleaned and disinfected regularly throughout the day; this includes but is not limited to all surface areas, tables, chairs, bathrooms, playground, outside & gym equipment and toys. We will follow cleaning and disinfection requirements as advised by the CDC and DOH as well as maintain cleaning logs.

HEALTH REQUIREMENTS

- 👤 Children and staff exhibiting any signs of illness will not be permitted to attend school. **They may return after being 48 hours symptom free.**
- 👤 If a student exhibits signs of COVID-19 while at school they will be separated from their class and monitored until they are picked up. All areas the child has come in contact with will be disinfected immediately.
- 👤 If a student/teacher tests positive for COVID-19 their class will be closed for 10 days. The student/teacher must have a negative result in order to return to school.

- 👤 If a family member or someone in close contact with a staff member or student tests positive for COVID-19 that staff member or student must quarantine for 10 days.
- 👤 If a student/staff member needs to quarantine because of a positive case in their household or a positive case with someone the student/staff member is in close contact with, the student/staff member needs to test negative prior to returning to school. **The student/staff member should be symptom free and be tested no more than 5 days before returning to school. The student/staff member may return once they receive a negative result.**

ATTESTATION

- 👤 All Parents/Gaurdians and staff are required to sign and submit a one-time health screening attestation. (see attached)

DAILY SCREENING

- 👤 Parents are required to conduct a self-screening on themselves, daily, before entering the school. Below are the self-screening questions which need to be answered. **If any of the answers are “YES”, you may not enter the school. If all of the answers are “NO”, you may enter the school.**

- 1) Is your temperature higher than or equal to 100.0 degrees Fahrenheit?
- 2) Have you had any known contact with a person confirmed or suspected to have COVID-19 in the past 14 days?

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3) Are you currently experiencing any of the following symptoms?

- Cough (new or worsening)
- Shortness of breath (new or worsening)
- Trouble breathing(new or worsening)
- Fever
- Chills
- Muscle pain (new or worsening)
- Headache (new or worsening)
- New loss of taste
- New loss of smell

4) Have you tested positive for COVID-19 through a diagnostic test in the past 14 days?

 Children will be screened upon arrival to the school.

CLOSURE

IF IT BECOMES NECESSARY TO CLOSE THE SCHOOL AT ANY POINT WE WILL CONTINUE OUR CLASSES VIRTUALLY.

TUITION

1 MONTH CLOSURE, WE WILL REQUIRE 100% OF YOUR TUITION.

2 MONTHS CLOSURE, WE WILL REQUIRE 75% OF YOUR TUITION.

3 MONTHS CLOSURE, WE WILL REQUIRE 50% OF YOUR TUITION.

ARRIVAL

Early Morning Drop Off 7:30-9am

All will enter through the main entrance and proceed downstairs to the main hallway.

9am Arrival

Tiny tots will enter through their outside classroom door at the bottom of the far ramp.


Three-year-old class will enter through the main entrance and proceed downstairs to the first set of double doors.


Four-year old Pre-K will enter through main door and proceed upstairs to the gym doors.


12:30pm Arrival

UPK PM will enter through main door and proceed upstairs to the gym doors.

 **Please send only one parent with your child.**

 Each child will be screened and checked in one at a time by the teacher. Their temperature will be taken and parents will need to answer the 3 screening questions regarding their child.

 Once the screening is complete the child will enter their class and may remove their mask.

 All families should adhere to the social distancing rules while waiting. We appreciate everyone's patience during this time so that we can provide a safe environment for all.

DISMISSAL

11:30am Dismissal

Tiny Tots will be dismissed from the same way they entered.

Three-Year-old class will be dismissed from the same way they entered.

Four-Year-Old Pre-K students will be brought to parents as they ring the school bell.

3pm Dismissal

Three-Year-old class will be dismissed from the same way they entered.

Mrs. M's Pre-K students will be brought to parents as they ring the school bell.

Mrs. V's Pre-K students will exit through the church door to the left of the main entrance ramp.

UPK PM students will exit through the back parking lot door.