

Parent's Day Off Preschool Guidelines

Dear P.D.O. Families,

As we plan for our new school year, we would like to go over our updated health and safety procedures. Please read the information below carefully, and know that as this situation is fluid, some procedures could change or be added. First and foremost, we will need your honesty and integrity as we all partner together. If someone in your household is sick, or your child has been exposed to COVID-19, it is crucial that they not attend school. We know there is a lot of concern over reopening and entering the public. Our school is NOT open to the public, and our building will welcome the same teachers and children to reduce exposure to us all. The week before school is to begin our school will undergo deep cleaning done by our teachers and staff.

Cleaning, hand washing, sanitizing and disinfecting are already part of what we do every day. It's built into our everyday life and the additional measures we are implementing will only improve our existing protocols.

Our families need us and we need our families. We will all work together to provide the safest environment, to encourage learning and growth, that we can.

Guidelines for opening:

Drop Off/Pick Up Procedures:

1. All students will be dropped off at one of our main entrances. Parents/guardians will not be coming into the building for the time being. We feel it is best to limit that amount of people entering the building each day. Your child's teacher will meet you at the door during your scheduled drop off time in the morning, and as well at your scheduled pick up time in the afternoon. We are choosing to have staggering drop off and pick up times to allow only one class in the hallway at a time. *All staff members will be wearing a mask at this time as well as for the duration of our school day, and sanitizing after each student is dropped off.
2. See below for drop off and pick up times for your child's class:

Toddlers	AM Drop Off: 8:45-9:00 (Door A, main entrance) PM Pick Up: 1:45-2:00 (Door A, main entrance)
Climbers	AM Drop Off: 9:00-9:15 (Door B, playground entrance) PM Pick Up: 2:00-2:15 (Door B, playground entrance)
Runners	AM Drop Off: 8:45-9:00 (Door B, playground entrance) PM Pick Up: 1:45-2:00 (Door B, playground entrance)
PreK	AM Drop Off: 9:00-9:15 (Door A, main entrance) PM Pick Up: 2:00-2:15 (Door A, main entrance)

3. Any late arrivals that arrive after their scheduled drop off or pick up time, will be required to wait until 10:00 for drop off.

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Daily Changes:

1. Students will not be required to wear a face covering, however if you as their parent or guardian choose to have them wear one we will respect and allow that decision. All staff and teachers will be wearing a face covering for the duration of the school day until further notice is given.
2. Each staff member and student will have their bodily temperature taken upon arrival. If temperature is 100.4 or above, individual will be sent home.
3. Each classroom will be cleaned during each school day by our staff members, as well as cleaned every day after school is dismissed. For those classrooms using our shared bathroom in the hallway, staff members will clean between each use. We will be following the CDC website carefully to clean and sanitize our classrooms and facilities.
4. It is our earnest goal to keep our staff and children as safe as possible. We are going to be keeping each child with the same staff members each day they attend PDO. In case of a substitute, that teacher will be asked to wear a face mask during the school day.
5. No classrooms will intermingle with other classrooms. Each classroom will have a set time for recess that will allow for one classroom to play at a time.
6. Hand washing will be taught, encouraged, and established throughout our school day. Teachers and staff will maintain a clean classroom.
7. Any item that cannot be cleaned after usage will be eliminated from the classroom. Example, dress up clothes, cloth baby clothes, stuffed animals, etc.
8. Teachers will work closely with the director to ensure cleaning is done correctly and efficiently.
9. Parents will be asked to provide a water bottle for your student as our drinking fountain will not be used.

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Well-child Facility:

1. P.D.O is a well child facility. We are asking each one of our families to sign in agreement that each family will cooperate with our guidelines to keep our facility as safe and healthy as possible.
2. Please **do not** bring your child to the program if he/she has had a fever or has had flu-like symptoms, including vomiting and loose stools, within the last 24 hours.
3. Please **do not** bring your child to the program on the day that he/she had received a vaccination.

Child must have a Physician's note to return from the following illnesses:

- ❖ Covid19 (14 day quarantine required before returning)
- ❖ Chicken Pox
- ❖ Infectious Hepatitis
- ❖ Impetigo
- ❖ Lice (Pediculosis)
- ❖ German Measles (Rubeola)
- ❖ Measles (Rubella)
- ❖ MRSA boil
- ❖ Hand Foot and Mouth Disease
- ❖ Pink-eye (Conjunctivitis)
- ❖ Ringworm
- ❖ Scabies
- ❖ Strep Throat/Scarlet Fever
- ❖ Trench Mouth (Vincent's Angina)
- ❖ Whooping Cough

We want to thank you for your continued support as we do our best to process and plan for our school year. It is going to be a wonderful school year, and we will get through this together!

Thank you,

Brooke Holdeman, and the P.D.O. Committee Members