



**Covid-19 Parent Handbook Addendum**

## **What to Expect**

All procedures are based on the latest recommendations from the Maricopa County Department of Public Health and the CDC.

We appreciate everyone in our school community adhering to and supporting these guidelines, that are intended to help keep our community healthy and safe. We will Communicate with you via e-mail if there are any updates or real-time pertinent information.

## **New Classroom Regulations**

### **Group Size, Spacing and Staffing**

- Class sizes will be limited, and remain static throughout the core day
- We are excited to have the addition of an outdoor classroom for this school year, classes which have a larger number of children will take advantage of this area, for group activities to limit the number of students indoors at once.
- Classes will not use the same space at the same time, such as the playground, foyer etc.
- Early/ Aftercare groups will be limited to 10 children or under at a time, and will be divided by age groups.
- In addition to our current sanitation practices we will be adding additional practices to areas used by more than one group during the day.

### **Toys and classroom materials**

- We will manage the amount of materials and toys accessible to the children that can be properly sanitized daily.
- Dress-up and soft toys will be washed daily.
- Any materials that children put in their mouth, a regular occurrence in younger age groups, we will continue to separate until it can be disinfected.
- For regularly used items such as crayons, markers, pencils and scissors, children will be assigned individual art caddies, to reduce communal sharing.
- Snacks will be portioned per child by a staff member. We will not be implementing “family style” sharing until further notice.

### **Mask and Face Covering Policy**

- Face masks and/or face shields will be worn by staff by drop off, pick-up times. Parents must wear face masks at pick up/ drop off and if they need to enter the building. Maricopa Department of Public Health does not require children under age 6 to wear a face mask. It is optional if you prefer your child does wear a mask, the staff will do the best they can to keep it on. Children will not wear masks when playing outside or napping.
- Children under age 2 may not wear a mask.

## **Hygiene Policy**

Our Hygiene Procedures, which includes handwashing, diapering and cleaning/ sanitizing, follow the strict guidelines of Quality First and the Arizona Department of Health Services. We will continue to follow those guidelines with increased frequency of hand washing and sanitation.

### **Hand Hygiene:**

- All staff and students will continue to practice healthy hand washing hygiene upon arrival and throughout the day.
- Students will be encouraged to wash or sanitize more frequently.
- Touchless hand sanitizer stations will be available throughout the building for student, staff and family easy access.

### **Surfaces:**

- Classrooms and general areas will be cleaned and disinfected more frequently throughout the day.
- Special attention will be given to frequently touched surfaces, including light switches, door handles, chairs, tabletops etc.
- As always cleaning materials are kept secure and out of reach of children.

## **Drop-Off / Pick-Up Procedures**

We are setting up the following procedures in order to limit the risk of exposure to and minimize the spread of Covid-19. Families, including guardians, siblings, parents and caretakers will be asked not to enter the classrooms or the Preschool Wing of the building to minimize contact and gathering. When further guidance is given and it is deemed safe we will relax the drop-off/ pick-up procedures.

### **Drop Off:**

- Drop-off will take place at designated areas, based on your child's class.
- A staff member will be there to greet your child and will perform a hands-free temperature check and symptom screening before you can sign your child in, and the staff member will walk them to their class.
- Arrival time will be spaced between 9:00- 9:15 am Please wear a face mask and respect a 6-foot distance from other parents.

### **Pick Up:**

- Dismissal will take place between 2:45 am - 3:00 pm from the preschool main entrance door. Please wear a face mask and maintain a 6-foot distance from other parents.
- If you need to pick up your child earlier then the designated time you can call the office at: someone will bring your child to the preschool entrance.

### **Early Care:**

- Please note for the beginning of the school year Early Care will be limited to 8:30 to allow classes/ students to remain static. We will reassess after the first two months of school. Please let us know if the new schedule poses a challenge for your family, we are always happy to discuss and work it out.

### **Health and Wellness Policy**

Aleph Bet understands that it is difficult for a parent/guardian to leave or miss work; therefore, it is suggested that alternative arrangements be made for occasions when children must remain at home or be picked up due to illness.

Please see the complete updated Illness policy in the parent handbook on pages 28-30.

For the health and wellbeing of the entire school community, staff and families we appreciate your support in being extra vigilant in adhering to the sick policy, and when in question always err on the side of caution.

During the day, if any of the following symptoms appear, then your child will be separated from the rest of the people in the center. You will be contacted immediately and need to pick up your child within 1 hour or less of being notified.

Symptoms include (but not limited to) \* Fever \* Dry Cough \* Shortness of Breath \* Chills \*Loss of taste or smell \*Sore Throat \*Muscle Aches \*Rash

While we understand that many of these symptoms can also be related to non-Covid-19 related issues, we must proceed with an abundance of caution during this public health emergency. If your child becomes ill, you must consult your child's doctor. If a Covid-19 test is ordered your child must remain out until the results return. If the results are negative, the child may return with a doctor's note and follow our policy symptom guidelines. If the Covid-19 test is positive, the child needs to remain out for a minimum of 14 days and have a doctor's note to return.

### **Closure Policy:**

If Aleph Bet is to experience an exposure or presumed exposure to COVID-19, we will follow guidelines of Arizona Department of Health Services.