Covid-19 Preschool Handbook Addendum

**Hours**: The preschool day is 8:00-2:00

We will begin the year with the core day only.  **All before and after school programming is temporarily cancelled** at this time.  We will reevaluate the feasibility of extended day programming once the school year begins and hope to schedule a phased roll out schedule to begin our extended programs.

We will begin the school year with **staggered arrival and dismissal times and locations**.  Students will enter and exit the building with their teacher at a set time and location on campus.  (For example: grade one 8:00 at the upper doors) We understand this may be inconvenient at times but we must ensure social distancing and we can only transition one grade level at a time into and out of the building in a safe way. We appreciate your patience and understanding, especially families with siblings in multiple grades.

You will receive a map with a set location on campus for pick and up and drop off for your child’s classroom.  Your child’s classroom teaching team will be at that location to greet students each day.  For preschool arrival is 8:00 and dismissal is 2:00.

**Classroom Cohorting**:  Each classroom group will be cohorted together in their own classroom to minimize movement and transitions as much as possible. The cohort groups will be 18 students and 3 adults.

**School Day**: The school day will include whole group instruction, small group instruction, outside time, center time, rest and breakfast, lunch, and snack each day.

**Preschool Tuition:** Teachers provide a high quality educational experience each day for our PK learners.  Parents can select virtual learning or in person learning this school year.  The tuition rates are the same for virtual and in person learning.  Payment of weekly tuition maintains a child’s enrollment spot in our school.  If there is significant concern of financial hardship, please contact the school principal to discuss.  Please submit contracts and payment authorization forms to Ms. Julia Paz as soon as possible. Please understand we can not accept in person payments and therefore are not accepting cash payments this year.

**Outdoor Classroom Space**: Every classroom will have an assigned outdoor learning space.  Teachers can take their cohorted class group to the assigned location at any point in the day for outdoor learning time, mask breaks, lessons, snack, etc.  These assigned outdoor spaces are used by only the one classroom cohorted group.

**Recess**: Each class will have an assigned recess time each day.  The recess space will be used by only one classroom at a time.  All equipment will be disinfected and thoroughly cleaned between each usage.

**Breakfast and Lunch**: Breakfast and lunch will be available each day and delivered to classrooms.  Students are welcome to bring their own lunch from home if preferred.  Lunch boxes will remain in individual backpacks and travel to and from school each day. The cafeteria spaces will be closed.

**Snack:** The school will provide snack each day.  All items will be individually packaged. Students will not share food.  There will be no communal serving or passing of food.

**Peanut Free**-All preschool classes are peanut free. Please do not send any peanut based foods in home lunches.

**Handwashing Routines**-All children and staff will engage in healthy hand hygiene behavior.  Hand washing will occur: At arrival and dismissal times, before and after eating, after coming into contact with bodily fluid, after using the toilet or helping a child in the bathroom, after playing outdoors, before and after using “shared” materials (ie sand). Hand sanitizer will be used when soap and water are not readily available.

**Enhanced Cleaning Procedures:** Please review the CES Reopening Plan facilities plan for a detailed cleaning schedule.  Classroom staff will clean and disinfect common surfaces and supplies throughout the school day.

**Backpacks**-Each student should bring a backpack to school each day.  As much as is possible in the early childhood classroom. Student supplies will all be individualized and kept at their seat for the duration of the school day.

**Manipulatives and small toys**-when possible, we will individualize materials so that each learner has a classroom set.  For example, crayons, markers ,scissors and some manipulatives will be used only by one student.  Individualized materials will be stored in labeled plastic baggies and will be accessible to students throughout the school day.

**Foot traffic in hallways**-Traffic areas in hallways will be clearly marked with arrows to ensure one-way traffic when possible and always social distancing.

**Guests and Visitors will be allowed into the school building only in rare cases for critical meetings or emergencies**.  If you feel the need to come into the building, please call 203-365-8200 to schedule a meeting time.  Otherwise, all meetings will be virtual.

**Birthdays or Celebrations**.  With the new restrictions in place, it is not permissible for students to bring any items into school that are not their own individual items to be stored in their backpack.  Food to share or distribute should not be brought for any reason.  Birthdays will be celebrated in a developmentally appropriate way in classrooms and will not include any food or snack sharing or distribution.

**Masks**: The Office of Early Childhood guidance, released 7/29/20 indicates that preschool children “shall not be required to wear masks.”

Six to Six is a pk-grade eight school, therefore the majority of our students and staff are all required to wear masks.  *While we can not require it, we encourage all learners to wear masks to ensure the safest learning environment possible.*

**Mask breaks** will be provided throughout the school day.  Every classroom has an assigned outdoor space that is only for that one class cohort.  That space can be used at any time for a mask break(s). Students are not expected to wear masks during rest time.

**Supporting Separation and Transition**-Staff will be curb-side to welcome students to school each morning.  Parents should take students from the car and transition them to staff.  Adults can help by providing comfort and care for a student who may be sad.  Please understand given the current health circumstances, we cannot provide a high level of physical prompting for students transitioning into school (for example, a teacher cannot take/hold a child from a parent to support separation).  Separation must happen outside of the building at the assigned drop off location because we are unable to have visitors or guests in the building.

**Bedding-**Students will have rest each day. Please send in a small blanket and small pillow that can be stored in a separate bag and fit in a backpack for easy travel to and from the class.  Bedding  will arrive at school on Mondays and travel home each Friday.  No stuffed animals or toys from home are allowed.

**Extra clothes and wipes**-Please send your child with an individualized extra set of clothing in case of accidents. Please be sure to have extra clothing in labeled, zip lock bags as they can remain at school.

**Play based curriculum**-We understand the importance of developmentally appropriate activities for our preschool aged learners and we will continue to have centers available during this COVID-19 time.  Due to the nature of the need for immediate sanitation of materials, typical “free flow” and sharing of materials will be limited and monitored. The centers, such as dramatic play and other activities will look different and will be limited to a small group of learners.   Students will be rotated into various centers on a regular basis. Centers will also be distanced from each other. All materials will be disinfected each night before they are used by another group of students the next day.

**Health Screening Checklist**- please click the link below for the daily student health screening to be completed each morning before arriving to school.

[LINK FOR DAILY HEALTH SCREENING](https://resources.finalsite.net/images/v1596558271/ces/zbzl4lfd2ntnmiazn16q/Reopening_student_expecations_080420.pdf)

The information in the CES School Reopening Plan regarding health, safety and wellness in the time of COVID 19 overrides all previous school handbook recommendations.

In substitution of **“Open House”**-There will be an opportunity to practice our arrival and dismissal routines before school begins. A schedule will be shared with families for the week before students arrive.

**Preschool Transition Schedule**

Sept 1st to 4th: 8:00-12:00 *half-days daily*. Students attend on alternating days

Tuesday: Sept 1st.   Group A

Wednesday: Sept 2.  Group B

Thursday: Sept 3 . Group A

Friday: Sept . 4.  Group B

Mon. Sept. 7:  No school. Labor Day.

September 8th to 11th: 8:00-2:00 *full days daily*.  Students attend on alternating days.

Tues. Sept 8:  Group A

Wed. Sept 9:  Group B

Thurs. Sept.10: Group A

Fri.  Sept. 11:  Group B

Beginning Monday, September 14th full class attends full day 8:00-2:00

Each family will receive a classroom specific letter from the teacher and a group A or B assignment schedule.