

BEACHWOOD NURSERY SCHOOL – 1014 Pinewald Road, Beachwood, New Jersey 08722

June 15, 2020

Dear Family,

Our Summer Program is going to look different this year. We have new procedures outlined below that licensing now requires that meets a new standard in health & safety across all age groups. **It is important that you understand the importance of each requirement and read carefully.**

- **Hours of Operation: 7:30am - 4:30pm:** We must shorten our hours for the summer to make it possible for one teacher/set of teachers to be the primary caregivers for the same group of children each day. We will not be combining classrooms unless only siblings remain at the end of the day.
- **Restricted Entry:** Only staff and children will be allowed to enter the building at any time.
- **Tuition Payments:** Payment for the first 4 weeks must be **received by Wednesday, July 1st & Friday, July 31st** for the following 4 weeks. Please mail your payments in advance of these dates. Information on an online payment option will be available soon.
- **Enrollment Forms:** We must have a completed yellow emergency card with current phone numbers for your child to attend, parent picking-up the child and all known allergies.
- **Drop-Off & Pick-Up Procedures:** We will attempt to do ferry lanes for drop off (**7:30-8:45**) and pick-up (**3:00-4:30**) in front of Building #1, so that you can loop around the drive-way to exit. Enclosed is a **family name card** for identification to attach to a lowered visor on the passenger side of the car. (Please let us know if you need a second family name card.) Place your child's car seat on the rear passenger side of the car. A staff member will recheck your child's temperature and ask the parent to affirm to the "Health Questions" which we must submit to DC&F (our licensing agency) each day. Should you need to drop off or pick up at any other time, please call the office to set this up. You will not be able to enter the buildings at any time. ***This whole process will require patience and kindness. Please move quickly and efficiently so that we may make this happen as fast as we can. Parents must wear a mask at all times! Staff have the right to not accept your child if you are not wearing a mask and following the guidelines to minimize the spread of COVID19.***
- **Health Screening and Temperature Checks:** All staff will be asked to take their temperature each day and must be fever-free before arriving at school. We ask parents to take their child's temperature before coming to school. When families check in for the day at drop off, they will need to confirm their child is well before our staff brings a child to the classroom. Staff will rescreen children for temperatures and staff will monitor children's health throughout the day.
- **Sick Policy: STAY HOME IF SICK!** If you or your child has been sick, the ill person must stay home until they have been symptom-free without medication for the previous 48 hours. This is different from the 24 hour rule of the past. If your child becomes ill at school, we will have a dedicated space where teachers can care for a sick child until a family member can come to pick-up the child.
- **Handwashing & Sanitizing:** Everyone who enters the buildings will need to wash hands. We will integrate handwashing into the curriculum. For instance, after playing with manipulatives, the child will be expected to wash his/her hands and the manipulative will be removed for sanitizing. High touch areas will be sanitized frequently throughout the day.

- **Protective Clothing & Masks:** All staff will be required to wear a mask. Infant, Toddler & Twos teachers will also wear smocks, scrubs, or aprons during close contact in the classroom. This is optional for older age groups. All children age three and above will be asked to wear a mask. We know this will be difficult for a three year old, but at least we will make an effort to comply. A spare mask (and an extra set of clothing for the threes) will need to be kept in their cubby. **Masks and spare clothing must be labeled, and in a clear plastic bag.**
- **Social Distancing:** We will practice social distancing as much as possible to reduce risk. We will not have a group meeting time. Small group is limited to 2 or 3 children and one classroom group will not interact with other classroom groups.
- **Classroom & Playground Cleanliness:** High touch surfaces will be disinfected regularly and manipulatives rotated throughout the day after cleaning. We will not be using sensory tables, pillows, stuffed animals, dress-up clothes and other items that cannot easily be washed. Playground equipment will be sanitized after each group of children and may only be utilized by one class at a time.
- **Naptime Adjustments:** Children will sleep (without masks) six feet apart whenever possible and be positioned alternating head to toe or toe to toe. Bedding will be laundered by us at school.
- **Meals:** Children bring lunch from home in a **disposable** brown bag or plastic bag clearly labeled with each child's name. Half sandwiches should be in two plastic bags, with fruit & an 8oz bottle of water. Snacks labeled for AM & PM should be in separate plastic bags. Water will be available in the classroom and during outside play. If your child refuses to eat, we will give you a call. Please no fruit roll-ups, soda, candy, or junk food items as these will be returned.
- **Toddler & Twos food items** should be cut-up in appropriate size pieces for the age of the child & in appropriate portions. Please minimize containers. Staff will prepare plates with gloved hands.
- **Items from Home:** Please do not send toys from home. Please use a labeled 2-gallon sealable bag for clothing. Sunscreen should be applied at home. If parents want additional sunscreen applied in the afternoon, a sunscreen permission form must be completed & returned with the sunscreen in a plastic bag. We do not go out if the temperature is over 90 degrees or between 10:30AM & 2:30PM.
- **Infant, Toddler & Twos** requiring diapers, diaper cream, wipes, bibs, a change of clothes, etc. may send this in bulk labeled with the child's name & date. Please use a washable tote bag that will fit on the cubby hook to send items in daily; no diaper bags! Bedding will be supplied by our school.
- **Asthma Treatments:** **During this COVID-19 pandemic, asthma treatments using inhalers with spacers are preferred over nebulizer treatments as inhalers are not considered an aerosol-generating procedure.** Symptoms of asthma and Covid-19 may overlap including cough and shortness of breath. Therefore, children experiencing acute asthma symptoms should not attend school.
- **Please reference the links below relating to how Covid 19 is affecting children.** These may be helpful in preparing your children for their return to school:
 - <https://kidshealth.org/en/parents/coronavirus-masks.html?ref=search>
 - <https://kidshealth.org/en/parents/pmis.html?ref=search>

We can do this – together!

Sincerely,

Tina Newman, Director