

**READY SET GROW PRESCHOOL
PRESCHOOL PROTOCOLS**

We are overjoyed at the idea of welcoming our Ready Set Grow (RSG) children to Preschool! There have been some changes to our regulations and restrictions that we've put in place to ensure the utmost safety of our students & staff. Please be patient and bear with us on these changes as we have our RSG children's best interest at heart! We sincerely thank you for your cooperation and consideration ahead of time.

Here at RSG, we strive to provide the highest quality educational experience and understand how important it is to make each child feel safe and comfortable in their environment. Our RSG staff will continue to comply with the guidance and directives for maintaining clean and safe preschool environments issued by Department of Health (DOH) and Centers for Disease Control and Prevention (CDC).

PHYSICAL DISTANCING

RSG will limit groups to 8 or fewer children, excluding staff, in a specific area (e.g. room) at any given time.

Each preschool group will be assigned a set number of RSG staff. The staff members and group of children will remain the same throughout the school day.

RSG will ensure that different preschool groups do not interact and have no or minimal contact with one another or utilize common spaces at the same time, to the greatest extent possible.

RSG will have staggering arrival and drop-times; So please be on time for your child's assigned drop-off and pick up time.

So that we limit the number of patrons coming in and out of the program area, our RSG staff will receive the children from the parents/guardians at the beginning of the day and bring the children out to the parents/guardians at the end of the day outside of your preschool group's assigned entrance door.

Currently, we are not permitting parents/guardians into the preschool facility unless they have a scheduled appointment. This is to limit the amount of outside exposure we submit our students to.

_____ (Initial) _____ (Date)

CARING FOR YOUNG CHILDREN

Recognizing that maintaining social distancing is not possible when caring for young children, RSG must implement precautionary measures for our staff who are taking care of young children during the COVID-19 outbreak, cold & flu season, including:

- Frequent and thorough hand hygiene for both staff and children.
- Whenever a child is soiled with secretions, change the child’s clothes and, as necessary, clean the child (e.g. wash hands or arms).
- Parents are required to provide RSG with multiple changes of clean clothes & masks for your child in their cubby along with plastic bags to send home soiled clothes in.

MASKS, HYGIENE, CLEANING, AND DISINFECTION

**RSG has now made mask wearing optional for staff and our students. If, however, NY State requires all children (ages 2 and up) to wear masks in schools, we will adhere to all state mandates **

RSG staff and children are required to practice hand hygiene:

- Upon arrival to the first program activity;
- Between all program activities;
- After using the restroom;
- Before eating; and,
- Before departing the last program activity.

RSG will continue to conduct rigorous regular cleaning and disinfection of the program area and more frequent cleaning and disinfection for high-risk areas (e.g. common areas, doorknobs, handrails, bathroom) on a daily basis in line with the DOH’s standards. This includes equipment and toys that will be used by the children.

RSG will continue to limit the children from using toys that cannot be cleaned and sanitized properly (e.g. soft toys, dress-up clothes, puppets).

At this time, RSG will not be permitting the children to bring in toys from home.

To limit the sharing of personal items between children, we will require our parents to purchase individual school supplies for their child. A supply list will be provided in the orientation email (e.g. crayons, glue bottle/stick, play doh, etc.).

RSG will be keeping each child’s belongings separated from others’ and in individually labeled cubby spaces.

_____ (Initial) _____ (Date)

MEDICAL FORM & REQUIREMENTS

RSG mandates that a New York State Child in Care Medical Statement be filled out by a pediatrician and kept on file for all our students. We will provide this form to you during the enrollment process.

In addition to the required immunizations are under state public health law - mandating every student entering or attending public, private, or parochial school in New York State to be immune to diphtheria, tetanus, pertussis, measles, mumps, rubella, poliomyelitis, hepatitis B, polio, varicella and meningococcal.

SCREENING AND TESTING

RSG will strictly adhere to our Sick Child Policy and will remind parents/guardians to keep sick children home.

RSG asks that parents/guardians monitor for signs/symptoms of COVID-19, flu, or colds in their child before and after attendance of preschool and we will monitor during school hours.

RSG is requiring parents/guardians to immediately disclose if their child begins to experience symptoms.

RSG must prohibit children and parents/guardians from entering the program area if they are showing symptoms.

If a child begins to exhibit symptoms while at school, he\she will be immediately separated from other children and supervised until their parent/guardian or emergency contact can retrieve them from the program area. We ask that you have an emergency contact on file that is within 30-minute pick-up time radius if we cannot reach you for a sick pick-up.

If a parent/guardian, or child screens positive for or exhibits symptoms of COVID-19, they will be sent home with instructions to contact their healthcare provider for assessment and testing. We ask that you contact us with the assessment and testing results.

To the extent possible, RSG will maintain a log of staff and children your child interacts with daily. In the event an employee, parent/guardian or child is diagnosed with COVID-19, RSG are required to cooperate with state and local health departments.

*Rules and regulations are ever changing in regards to Covid-19 quarantining so please know that we will keep you up to date with any changes made.

Parents/guardians and children who are alerted that they have come into close or proximate contact with a person with COVID-19, and have been alerted via tracing, tracking or other mechanism, are required to self-report to our RSG staff at the time of alert and shall follow the protocol referenced above.

_____ (Initial) _____ (Date)

ONLINE LEARNING

If there is school time missed because of quarantining due to Covid-19, we will make up time missed throughout the school year. There are no refunds on unused paid tuition. There is tuition credit only. A tuition credit must be used within one year of the credit being issued.

I am aware that amendments may be made to RSG's current protocols to stay in accordance with any new mandates from the DOH, CDC, or State of New York. Parents will be notified & sign off on any new/updated protocols and be accountable for adhering to them.

I have read the above protocol policies and accept them.

Child's Name: _____ (print name)

Parent's Name: _____ (print name)

Parent's Signature: _____ **Date:** _____