**Our Lady of Mercy Preschool Parent/Guardian Guidelines for**

**Summer Instruction and Child Care**

**June 8-July 24**

**Illness:**

* If any member of your immediate family is sick, please keep child at home (please see student handbook for illness policy)
* If you child has been administered fever reducing medication within 24 hours, your child must stay home
* When arriving at school, if your child has a temperature higher than 100.4, your child will have to be excluded
* If your child becomes ill at school, you must pick him/her up within 30 minutes of the call
* If your child tests positive for Covid-19, your child will be excluded for 14 days and can only return with a doctor’s note
* If any of your family members test positive, you must contact the school

**Drop-off and Pick-up:**

* The preschool gate will be open from 7:00-8:20am, 12:00-12:20pm, 3:00-3:20pm, 5:00-5:30pm. Please drop off and pick up during these times.
* All adults must wear a mask while entering, present, and exiting the school grounds
* Proceed to the classrooms in the main building through the back entrance (office entrance will be locked)
* Adhere to social distancing guidelines indicated on the walkway
* Use hand sanitizer at the door
* Bring your own pen for sign-in
* Answer health questions asked by the teacher/director
* The teacher will take your child’s temperature. Please wait for your child’s temperature reading to ensure normal reading
* The bottom of your child’s shoes will wiped or sprayed with disinfectant (or you can have an extra pair of shoes in the cubby for your child to change into)
* Say goodbye to your child at the entry of the classroom and reassure him/her that you will be back soon! The teacher will then ensure your child is escorted to the bathroom for hand washing.
* Pick-up will be in the back of the building (playground side)-again bring your own pen. Please wait at the classroom entry for the teacher and your child

**Ratio:**

* There will be 10 children and one teacher in each classroom. Family members will be in the same classroom. One teacher will be onsite to help teachers, but will not be in the classroom unless student count is under 10.

**Hand washing/Bathroom procedures:**

* Your child will be escorted to the bathroom. Proper hand washing steps will be posted (visual schedule) by each sink
* Only one child will be in the bathroom at a time. If only hand washing, 2 students will be in the bathroom at one time.
* Children will learn to flush toilet with a paper towel
* Staff will disinfect after each student uses toilet, sink, paper towel dispenser, door knob

**Napping:**

* The school will provide a mat and sheet for napping. Sheets will be washed daily. Personal blankets, loves, pillows are not allowed at this time.
* Napping time will be from 12:00-2:00pm

**Snacks and Lunch:**

* A snack sign-up sheet will be posted by the back entrance. Your help in providing these items is greatly appreciated.
* Milk will be provided
* Please provide a water thermos for your child to use throughout the day. Please mark the thermos with your child’s name. The teacher will refill the thermos with water as needed
* Please pack your child’s lunch in a paper bag. If items are perishable, it is ok to send a lunchbox with an ice pack. All items will be stored in your child’s cubby
* Staff have been trained on safe food handling practices and will assist your child as needed

**Social Distancing Measures:**

* Each student will have a designated area for large group activities. This area will also be a place where your child can relax, independently play and read, and rest
* There will be two students per table in the classroom. Each child will have a place for eating, playing, and activities.
* Larger centers will be open to two friends at a time
* Teachers will use social stories, songs, puppets, etc. to teach about social distancing. All instruction will be developmentally appropriate.
* Gentle reminders will be given to students as needed
* Staff will model social distancing

**Instruction:**

* Our theme will be “Mission of God SPACE Camp”
* Large group, music, small groups, centers and independent play will be incorporated into the morning instruction session
* Students will be outside for instruction and play. When the temperature hits 90 degrees, we will move inside
* Each student will have a box with supplies, playdough, legos, etc. for independent play at the tables or on his/her space
* Seesaw and EPIC will be utilized for small groups
* Personal toys are not allowed

**These guidelines are in addition to all licensing regulations and school policies set forth in the student handbook. The summer guidelines are subject to change as updated licensing regulations are published**.