



Dear Families,

We will be implementing a new drop-off/pick-up procedure beginning Tuesday September 8th.

Our hours are from 6:30am – 5:30pm, to give our staff enough time to disinfect and sanitize daily.

#### Covid-19 Response

All adults will be required to wear masks within 6 feet of another person.

All adults and children will check their temperature before or upon arrival.

Toys continue to be sanitized throughout the day.

Our janitorial service continues to help with sanitizing and disinfecting, (carpets, sinks and bathrooms).

We continue to limit the amount of toys and furniture in the classrooms.

Please take advantage of the hand sanitizer pumps on the wall near all entrance doors.

#### New Drop Off/Pick Up procedures/policies:

Please allow yourself ample time for Drop off as these new procedures are put into place.

##### New Mandatory Dropoff/Pickup Procedures:

- Parents will drop off and pick up at the **main entrance**. Please stand 6 feet apart if entering with another family. Red cones will be placed on the outside of the building and stickers on the floor inside the first set of doors. We will no longer have a staff member at the door checking your temperature when you arrive. Please use the button to the left (as we used to in the past and someone will let you in). You will now be responsible for taking your temperature and your child's temperature either at home or upon arrival at the school. You will exit at the nearest exit door.
- Parents will use their Brightwheel App on their phone to check in their child using the QR Code. The QR Code is found at the main entrance and in each classroom. **You will need your unique check in code to sign in.** This can be found under the "my profile" section in your Brightwheel App, or on the clipboard at the main entrance. Please make sure you have the latest version of Brightwheel installed on your phones (v 3.13.2). If you haven't noticed already, there are very brief questions you need to complete for the new check-in health screen. We appreciate your cooperation in ensuring you and your child are fever free and by filling out the health screen daily!
- Just so you are aware, our school age families will be dropping off their school age child first in the morning and then dropping off their younger child after. At pickup, they will pick up their younger child first, and then pick up their school age child last.

Our Health Policy remains the same: If a child or employee has a temperature of **100.0** degrees or higher they will be sent home. Children who are sent home due to fever will not be able to return until they have been fever free without medication for **72 hours**. If at any time a child or an employee shows signs of COVID-19 related symptoms in accordance with the latest CDC guidance, the child and employee will be sent home immediately. These symptoms can include severe cough, problems breathing, diarrhea and rash. In the event a student tests positive for Covid-19, we will report it immediately and follow the DOH guidance and PCSD policy: "Students who have a fever and do not get tested for Covid-19 have to remain out of school for 10 days from symptom onset and until fever free for 72 hours and symptom improvement for 72 hours."

We thank you for your cooperation. Please contact us with any questions or concerns.

