



## Policies Updated Post Covid-19

### **Introduction**

We place special emphasis at Bright Beginners Preschool on our employees and our families and recognize that no manual can cover all situations.

### **Arrival Procedures**

All children will be dropped off outside of the building in a car line. Cars will pull up in the far-left lane. Parents are asked to get their child out of their car and wait for a teacher to greet them.

Infant families who wish to leave the car seat carrier at school will need to remove the carrier from the car with the child in it. All of the child's belongings need to be brought to school in one bag or backpack.

Preschool children will only need to have their lunch box and water bottle for the day. Please leave all personal belongings at home.

Our Preschool day begins shortly after 9:00 with circle time. If you arrive after 9:15 we ask that you please walk your child to their classroom, there will not be a staff member available to help walk them to their room.

### **Pick up Procedures**

All children will be picked up inside the school at their classroom.

### **Illness Exclusion**

Children and/or Employees will not be admitted into care if they have any of the following symptoms:

- Shortness of breath or difficulty breathing
- Chills
- Headache or Muscle Pain
- Sore Throat
- Loss of taste or smell
- Diarrhea
- Vomiting
- Feeling feverish or measured temperature greater than or equal to 100.0 degrees

When children are ill (not COVID-19 related), they may not return to the facility until they are symptom free without medication for 24 hours.

If someone in your house has tested positive for COVID-19, all children must stay home until the quarantine period is over.

If someone in your house is awaiting results from a COVID-19 test, all children must stay home until negative results have been received.

If your child has been exposed to COVID-19 they may not return until they receive a negative test on day 5 or later after exposure. Tests before day 5 of exposure will not be accepted. With a negative test on or after day 5 your child may return on day 7. If you choose to have your child tested and return on day 7 please know that you still need to monitor symptoms for the whole 14 days. If your child develops symptoms after testing on day 5 but before day 14, they may be asked to retest to rule out the possibility of COVID.

If you choose to not have your child tested after exposure they are welcome to return to school after the 14 day quarantine period.

If a staff member or child in our program test positive for COVID-19 Bright Beginners will contact our local health department and they will advise us on the course of action that will need to be taken. We will follow the recommendation of the health department to determine if any type of closure is necessary.

### **Pandemic Tuition Policy**

Should the Center need to close for Pandemic reasons, full tuition will be due for the first two weeks of closure. If the center is closed for longer than two consecutive weeks, 50% of tuition will be due.

### **School Withdrawal and Re-enrollment**

A written notice is required two (2) weeks in advance to withdraw from the program. From the date of notification, payment is required during this two (2) week period. A registration fee of \$150 will be required to re-enroll in the program pending availability at the time of enrollment.

### **Disclosure Statements**

I understand that outside of care, to control my child's exposure in the community, I will comply with all state or county orders.

I will immediately notify Bright Beginners if I become aware of any person with whom my child or I have had contact exhibits any of the symptoms listed above, is advised to self-isolate, quarantine, or has tested positive, or is presumed positive for COVID-19 or any other infectious illness.

### **Hygiene Stations**

Any visitor who enters the building will be asked to use the hand sanitizer located at the front prior to entering the facility. Upon entering staff will immediately wash their hands in the staff restroom. Children will wash their hands immediately upon entering the classroom or at the hand washing stations outside on the playground if dropped off during their outside time.

### **Food Service**

Children will be served on individual plates for lunch. All snacks will be prepared in bags before serving. School age children are required to bring a morning and an afternoon snack from home.

### **Disposable Items**

The center will use disposable items such as cups, spoons and plates when serving meals to reduce risk and cross contamination.

### **Nap Items**

All nap items will be supplied by the school. All school provided nap items will be kept in a sling bag and stored in their cubby. All nap items will be washed once a week. Children may bring a lovey to sleep with, but it needs to be small, and it will have to stay at school. Please label their lovey; it will also be washed with all nap items.



**Bright Beginners**  
Preschool & Infant Care

**I have read, I understand, and I will adhere to the new policies regarding COVID-19.**

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Child/Children's Name

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Parent or Guardian Signature

Date

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Parent or Guardian Signature

Date