

June 2020

MBMA Children's House Parent's Handbook Addendum and COVID-19 Prevention Guidelines

Please carefully review our new policies and procedures.

Regarding Drop Off:

Allow extra time for drop-off at the office as each child will need to stop individually for a health inspection by our staff before being admitted to the classroom area.

Please practice social distancing of at least 6 feet when waiting to check in.

When possible, please have only one adult accompany each child or family of children to the office at the front of the school.

In order to minimize the number of interactions, the best practice is that children should be dropped off and picked up daily by a consistent caregiver, preferably a parent.

A staff member will conduct a health inspection of each child and parent before entering the facility including taking each parent and child's temperature with a forehead thermometer. Children will not be received if their own temperature or their parent's temperature is over 100.4 degrees Fahrenheit.

Parents are required to follow the Sign In and Out Procedure at check in. You may bring your own pen, and we will also provide sanitized pens.

Parents are asked to say good bye in in the check in area. In order to protect the environment, parents are not allowed to enter to the classrooms at this time.

A staff member will receive and escort each child across a disinfecting shoe mat and to a handwashing station, and then to their assigned classroom.

Regarding Masks:

The Health Order allows for children and staff to make their own decision regarding masks. We request parents provide a mask or cloth covering if they desire their child to wear one at school. If you prefer, as indicated by initial following, our staff will encourage children to keep their mask while in the school environment. Masks must be replaced or disinfected/laundered daily.

Staff members on duty will wear masks or cover their mouth and nose with cloth such as bandana, scarf, etc.

What to Bring to School:

Children should not bring any non-essential items to school including back packs, toys, sharing items, cloth lunch mats, reusable bedding bags, etc.

Please clean/disinfect the surface and spout of your child's water bottle before sending to school. Provide all essential items such as water bottle, lunch box etc. in one bag.

During the Day:

Children will follow the hand-washing protocol at all times throughout the school day.

A staff member will check your child's temperature if fever is suspected. Children exhibiting any signs of illness will be immediately isolated and must be picked up by an authorized pick up person within 30 minutes.

Classrooms will be disinfected throughout each day while children are in care as well as after school hours.

Communication:

Out of respect for keeping the check in and out procedures moving quickly and to limit exposure, we will be keeping our check in and out interactions friendly, but brief.

Whenever possible, please contact office personnel by email or phone during school hours instead of stopping by the school office if you have questions or concerns to address.

Circle Time/ Work Time:

Children will be kept 6 feet apart according to social distancing requirements as much as possible.

Children will be provided lessons, group activities, music and movement, story time, individual paperwork and art and craft activities during the school day.

Each child will receive their own set of individual materials, such as pencils, crayons, glue sticks, scissors, etc.

Shared material will be very limited, and if necessary, will be disinfected between uses.

Playground Time

Playground equipment will be sanitized between each group's playground sessions.

As weather and outside space permits, longer outdoor activities will be provided.

Children will be kept 6 feet apart according to social distancing requirements as much as possible.

Handwashing will occur before re-entering the classroom.

Snack/Lunch Time

Please provide a morning and afternoon snack along with a packed lunch each day. Please do not pack cloth napkins or placemats.

Ki's Natural lunches has created a packaged lunch for families to purchase and pick up if that is your family's choice.

Please disinfect reusable lunch bags, containers, and utensils.

Bathroom Time

Bathroom will be sanitized before and after each use.

Hand-washing protocol will be followed after restroom usage.

Nap Time

Children should bring one crib-sized sheet and one small blanket for nap time. Please, no pillows, sleeping bags, or stuffed animals. Bedding will be sent home in a disposable plastic bag each Friday and must be laundered at home in hot water weekly.

Children's mats will be kept 6 feet apart according to social distancing requirements while napping.

Regarding Pick Up:

Please allow extra time for pick up, and follow the same best practices described in the drop off procedures.

A staff member will supervise each child's handwashing before bringing them to you in the signout area.

Each child's temperature will be checked before dismissal.

Students must be picked up no later than 4:00 PM. \$1 per minute late fee will apply after 4:00 PM.

Please continue to practice social distancing and do not socialize on the school site before or after picking up your child(ren).

If you need to pick your child up early or if your child is enrolled in a part time program, please call the school office ahead of the time and a staff member will bring your child to meet you in the checkout area for sign-out and dismissal.

Guidelines Regarding Travel:

MBMA asks that you are mindful in tracing the contact of your family. Any potential exposure to the COVID-19 virus by the child or any household member must be reported to the school office immediately. A 14-day quarantine period will be required before the child can return to the program. Tuition will be required through the quarantine period.

The School requires the family to report travel history. Travel to any areas considered “hot spots” will require a 14-day quarantine period. Tuition will be required through the quarantine period.

General Information:

Additional policies and procedures may be implemented as needed and put into effect immediately to meet the extraordinary health and safety needs of our children and staff during this time.

All of the school’s regular policies and procedures as stated in the Admission Agreement and Parent’s Handbook will continue to be in effect unless contraindicated by the operational restrictions listed above.

Stay Safe and Stay Healthy - MBMA staff thanks you for your cooperation!