



Learn How We're Staying Safe at the Menomonee Falls Preschool Co-op!!! Pandemic Procedures

Welcome:

Teachers will be outside to pick up children. Please do not bring your children into the building per <https://dcf.wisconsin.gov/covid-19/childcare/families> (DCF guidelines)

- 8:50 – 9:00 Child is greeted outside
 - Child's temperature is checked by teacher
 - Parent gives hugs and says goodbye. Parents are welcome to wait in line with child. We REQUIRE all adults dropping off to wear a mask and practice social distancing guidelines when waiting.
 - Teacher Aide will play with students while teacher waits for all students to arrive
 - 3K - Grass area (or vestibule on northwest side of building if raining)
 - 4K - Playground (or vestibule on northeast side of building if raining)
 - Teacher will "sign in" all children upon arrival
 - Students MUST be dropped off no later than 9:05 am. If we are notified that you will be late, we can have a staff member wait for your child outside. However, it will not be your child's teacher or aide. We are asking parents to please make every effort possible to have your child at school on time as it is very disruptive to the day when children arrive late.
- **3K drop off NorthWEST side of building (by parking lot at normal Co-op entrance)**
- **4K drop off on the NorthEAST side of the building (by the Playground or back side of Co-op)**

Center/Carpet time:

- No parent helpers
- Wash hands before entering room (bathroom or hand sanitizer)
- Space kids out to the best of our abilities
- Smaller groups of 2-3 for centers when able
- Individually labeled playdough and sensory containers provided for each child. Manipulatives for both will be individually divided, rotated, and sanitized daily.
- Toys that kids end up putting in mouth or sneezing/coughing on will be sanitized immediately or placed in a separate bin to be disinfected at the end of each day.
- To facilitate effective communication between school and home, each child will be provided with a **Blue** folder that is to be kept in their red school bag. There will be a "Home" side and "Bring Back" side. The items on the "Home" side are for you to keep. The items that need to be completed and/or sent back to school go on the "Bring Back" side (ie – tuition, permission slips, notes to the teacher, etc.).
- Individual art supplies will be used whenever able. Shared materials will be cleaned frequently.
- Each child will be responsible for bringing their own healthy snack AND water bottle EACH DAY (*See *Healthy Snack Suggestions* attachment). Please label the water bottle with your child's name. It will be used during snack and throughout the school day as needed.
- Birthday treats are welcome! If you choose to send a treat to celebrate your child's special day, please bring enough for the entire class. They MUST be prepackaged and individually wrapped. As always, any classroom allergies will be communicated at the beginning of the school year.
- Hand washing/sanitizing encouraged when able throughout the day.

Pick-up and Communication:

- Drop off/Pick up will be busy! If you would like to talk with your child's teacher, please call or email when possible. The teachers are also always happy to schedule time to talk with you in person!
 - Mrs. Schmitt - 262-844-8175 kimberly.schmitt82@gmail.com
 - Mrs. Peissig - 262-339- 2044 ginapeissig@outlook.com
 - Mrs. Winkler - 262-751-5648 tjwink3@gmail.com

- **3K** - Please park in the **Northwest** lot and get out of your car to pick up your child. Again, we require that all adults wear a mask and practice social distancing guidelines upon dismissal.
- **4K** - Please park in the **Northeast** lot and get out of your car to pick up your child. Again, we require that all adults wear a mask and practice social distancing guidelines upon dismissal.

*** Extra deep cleaning and sanitizing of the classrooms and bathroom will be done at the end of each school day.
