

Preschool Education Wing

Reentry Plan Procedures Guideline

Preschool children are by nature; active, inquisitive, social, and ready to embrace the world around them as they create unique play environments. Monarch values this period of growth and continues to support opportunities for children to maximize this internal drive to explore and learn. We know that children need to make these fundamental developmental connections for their overall well-being, which will provide them with the long term benefits of navigating adolescence and adulthood.

When evaluating a thriving preschool environment that respects this whole child drive, while also taking into consideration the season that we are in that necessitates reasonable and mandated safety and health measures, we looked to explore diverse learning environments that incorporate indoor classrooms, as well as optimizing outdoor space for activities and routines.

The COVID-19 pandemic continues to change daily, which requires us to adapt and adjust our procedures and protocols in order to follow the guidance provided by the CDC, local health departments and DCF, in our efforts to help keep our children, families and faculty safe. Monarch's procedures and policies are intended to do what we can to mitigate the spread of COVID-19, but will not necessarily eliminate risk.

To maximize the safety of each child and faculty member working within each classroom, we have created predictable routines that will provide children with whole group/class experiences, small collaborative experiences, and one on one opportunities within the preschool wing setting indoors and outdoors.

Monarch values the relationship of trust, love and safety that is built between children and their classroom teachers. Because we will not be able to hold a school wide 'Meet Your Teacher' event, each teacher will be reaching out to their individual families to schedule a time for you and your child to come and visit the classroom individually to allow these connections to begin to develop. These one on one meetings will be spaced out throughout July and the first part of August, in order to assure adequate cleaning between visits.

Specific school wide policies and protocols involving health and safety requirements, such as sick policy and quarantine requirements, are being finalized and will be sent out the week of July 13th.

This document contains specific modified procedures for each class that will be enforced until further notice.

- Drop Off and Pick Up Routines and Locations
- Indoor/classroom procedures
- Outdoor procedures
- Safety procedures and hygiene

Preschool Wing Drop Off and Pick Up Routine and Locations

The transition of parent to teacher during drop off can be a challenge for some children. We want to respect each child's comfort level and seek to work with each family on a case by case basis in finding a smooth transition routine. This being said, for this point in time, we would like to minimize, as much as possible, parent presence within the Preschool Educational Wing area to limit the level of additional exposure.

- Preschool drop off is at 9:00am. Before and aftercare drop off and pick up procedures will be forwarded once finalized.
- **Toddlers:** Our Toddler children and families will enter through the side doors along Stetson St. This is a different entrance than our main entrance. Please utilize the double doors that face the Dartmouth parking lot. Once inside this space, toddlers will be greeted by their teacher and escorted to the toddler room in the Preschool wing. There is a separate coded entrance into the preschool from this entrance off of Stetson. There will be a video sent to you demonstrating this drop off procedure. For any late arrivals, parents may text their child's teacher, or ring a wireless doorbell and they will be greeted at the door. Please plan to pick up from this same door and space. Families will text teachers when they arrive and teachers will personally escort their little one out to the Stetson entrance.
- **2-Year-Old:** Our Two-year-old children and families will be able to utilize a unique situation. There is a specific exit door that enters from the Stetson St. sidewalk, near the main entrance, directly into the 2-year-old classroom. Teachers will greet their students outside this door and guide them in. There will be a wireless doorbell mounted by the door for any late arrivals. When picking up, we ask parents to text upon arrival or ring the doorbell. On occasion, children that are not staying for aftercare may be playing on the courtyard. In this case, parents will be asked to pick up from this location and there will be signage posted on the entrance/exit door to indicate this change. Entrance to the courtyard is made through the gates off of Edgewater Drive. We will provide all our 2-year-old families with a video showing this drop off procedure.
- **3-Year-Old and 4-year-Old:** Our 3 and 4-year-old children will be able to meet their teachers at the double doors off of the back parking lot behind the building. Teachers will then escort the children to the preschool space down the hall. For any late arrivals, parents may either text their child's teacher or admin. or ring a wireless doorbell in order for your teacher to meet you at the door. For three and four year olds not staying for aftercare, pick up will be primarily on the Greenspace. If this changes to the Courtyard on any particular day, parents will be notified ahead of time.

Preschool Wing Indoor/classroom procedures

- The Preschool Educational Wing will be utilized by the preschool and preschool faculty only. No other grades or faculty will utilize this space for walking through the school, use of the water fountain or use of the bathrooms.
- Per usual, the Toddler class, 2-year-old class, each individual 3-year-old and each individual 4-year-old class will function independently within the indoor classroom setting. Each class will have a teacher and a teacher aide to work exclusively with that class/group of children. Teachers will not be moving into other classroom spaces, but will remain with their own class in their classroom.
- Special attention will be given to each class's individual schedule, meaning that hallway use will be used by one class at a time.
- Use of Masks/ cloth face coverings for Preschool children: Within the Preschool Monarch Educational Wing, children will not be required to utilize a mask or cloth face covering, as this will be difficult to enforce and implement. Current research indicates that the relative impact of physical distancing among children is likely small, based on current evidence. However, for any family that would like their 3 years or older child to wear a mask or cloth face covering, Monarch faculty will be happy to support and encourage this.
- Use of Masks/Cloth Face covering with Faculty: While indoors, faculty will utilize a mask or cloth face covering if they are closer than 6 feet from any child or adult. Monarch has purchased clear masks so that our children can see and utilize the whole face as means of connecting, gaining information and effective communication. All faculty are asked to social distance from each other as much as possible, even when wearing masks.
- Individualized Art and Writing items: Each child will have their own box of items that will be safely stored for individual use for project activities in order minimize cross exposure. Each box will have an assortment of developmentally appropriate items. Boxes will be labeled with individual names.
- Snacks: Each child will bring their own daily snacks. Snacks will not be shared.
- Outdoor shoes will not be allowed in the classroom. Both children and teachers will slip off their outdoor shoes before entering the classroom and slip on a pair of indoor only shoes or slippers.

Pre-school Wing Outdoor Procedures

Monarch's Preschool Nature School has been naturally woven into the day to day routine of our classes for the last few years. The use of the outdoors as classroom space is a natural occurrence in every class, which will continue going into the new school year. Depending on weather, there will be more frequent opportunities for children to play outside during their school day.

- **Toddlers and 2-Year-Olds:** Children in both of these classes will be utilizing the Courtyard for their outside fun. During the second half of the year, toddlers and 2's will venture to the Greenspace and Learning Garden for a number of 'Field Trips'. We have installed:
 - An 20' x 15' shade cloth over the center portion of the courtyard to provide additional shade.
 - A utility sink in the courtyard, so that handwashing can easily be done.
 - A mister so that on warm days, children can easily cool off.
- **3-year-olds and 4-year-olds:** Children in both of these classes will be utilizing the Greenspace and the Learning Garden as their outdoor space. Both classes will look to spend significant blocks of time outside, weather permitting.
 - All children will have a personalized knapsack that they will take outside with them. Within the knapsack they will be able to carry their water bottle, sun hat, sunscreen, and their individual supply box if they will be utilizing the outdoors as a classroom at that time.
 - A utility sink is being installed on the Greenspace so that handwashing can easily and routinely occur.
 - A mister is being installed on the Greenspace so that children can easily cool off during outside time.
 - Children will spend time on the Greenspace playing and working on projects. The Learning Garden will provide children opportunities for both instruction and exploration.

Safety, Hygiene, and Cleaning Procedures

- Monarch has a modern high quality HVAC system that was replaced/installed as part of the school's renovation 3 years ago. The system incorporates the current code required for outdoor air requirements in a school by delivering outside air to each classroom and further incorporates a Global Plasma Solutions(GPS) Bipolar ionization generator (GPS-iclean) which further enhances indoor air quality by controlling odors, kills mold, bacteria and viruses. High grade filters along with a charcoal filter liner are being installed in all the classroom units and are on an increased replacement schedule.

- Monarch will be taking each child's temperature upon arrival to school and as needed during the course of the day. In addition, faculty will also be required to have daily temperature checks. (Specific policy on temperatures and our sick policy will be sent out the week of July 13th.)
- There will be a designated sick area away from the classrooms for children who are not feeling well and need to be picked up.
- Nappers will be placed 6' away from each other.
- Children will routinely wash their hands upon entering their classroom after drop off. Frequent hand washing routines will occur throughout the day, both inside and outside.
- The use of hand sanitizer with children will be closely monitored and supervised to ensure that it is properly applied and dried to avoid ingestion.
- Both the Toddler and 2-year-old classes will have a UV sterilizer for toys.
- A washer and dryer is available in one of our 4-year-old classrooms for immediate washing needs.
- Teachers will be reinforcing healthy habits; including washing hands, sneezing and coughing in sleeves, being careful to respect one another's belongings, etc.
- Classrooms will be modified so that toys can be rotated in and out to be cleaned between use.
- Protocols will be established for cleaning all surfaces daily and routinely throughout the day. This will be especially true for high touch surfaces, using soap and water followed up by EPA approved disinfectants against COVID-19, as often as possible.
- Outdoor equipment on the Greenspace, in the Learning Garden and outdoor tables will be cleaned and disinfected regularly during the day, especially if regularly used, and routine hand washing will be emphasized before and after use of these spaces.

