

August 5, 2020

Dear Avenue Preschool Families,

We are grateful for the dedication of our teachers, staff, leadership team, students, and parents, who made the continuity of learning so successful in the midst of such unprecedented times.

This document contains our school reopening plan (SRP) for the upcoming 2020-2021 school year.

Our plan is based on the common-sense assumption that we will not be free from COVID-19 by late August, and that we will still need to exercise appropriate vigilance in preventing its spread. However, we are planning for our school to re-open for face-to-face learning on September 14th as scheduled on the 2020-21 school calendar.

This letter is designed to provide general information about our plans for the fall. However, we understand that our plans are subject to change, depending on the status of COVID-19 in our region in late August. More information will follow in August containing details about how we will operate in the fall.

Thank you for your partnership and support during the COVID-19 pandemic. This is an unprecedented time; we ask that families be flexible and cooperative with all possible changes that may arise throughout the school year.

We anticipate great things ahead for our staff and children. As always, if you have any questions please reach out to me.

Please read carefully and completely to educate yourself on all changes to help make an informed decision. Enclosed there is a contract at the end that must be filled out and returned by August 17, 2020

Thank you,

Paula Yeich
Director

Avenue Preschool Fall 2020 School Reopening Plan

Our reopening plan at this time includes general protocols and guidance set forth by DSCYF (Department of Services for Children, Youth and Their Families). You will get more information before the start of the school year.

Avenue Preschool's goal is the care for the overall well-being of our students and staff. We are planning for a high degree of normalcy in operations and teaching/learning. We are prepared to relax or tighten COVID-19 protocols as necessary, including constant reevaluation of every facet of the SRP.

Continuity in Teaching/Learning

Continuity in teaching/learning is of paramount importance and will be carefully balanced with efforts to prevent the spread of COVID-19.

Classroom Groupings

All students will be assigned to one teacher and one assistant, and will not have interaction with other classes throughout the day. Your child's teacher assignment will be given to you as we get closer to the start of the school year. Requests are not guaranteed at this point due to social distancing and enrollment numbers.

Face Coverings

All staff will be required to wear a clean face covering to school every day.

- Students in the Preschool will not use face coverings at any time unless requested by the parent.

Sanitizing, Cleaning, and Facilities

- We have implemented enhanced sanitizing and cleaning protocols.
- Teachers will be supplied with disinfectants for classroom use
- For the fall Avenue Preschool will be disinfecting common areas (hallways, stair wells and door knobs) regularly throughout each day.
- All classrooms will be disinfected at the end of each day.
- The playground will be sanitized at the end of each class using it.

Personal Health Practices/Hygiene

All members of the Avenue Preschool family will be expected to meet high standards for personal health/hygiene practices.

- Students and employees will wash or sanitize hands upon arrival to school, before and after eating, and regularly throughout the day.
- Students and employees will be consistently reminded of proper coughing and sneezing techniques.
- Students and employees should avoid touching all high-touch surfaces as much as possible.

Health Screening of Employees and Students

To protect the health and well-being of all Avenue Preschool students and staff, health screening practices will be employed.

- All employees will be expected to implement a health screening routine every morning prior to coming to work, including taking one's temperature and assessing for COVID-19 symptoms.
- Parents will be expected to implement a health screening of their child every morning prior to dropping off their child off at school, including taking the child's temperature and assessing for COVID-19 symptoms.
- Avenue Preschool will also take each student and staff's temperature and complete a COVID-19 questionnaire before they enter the building.
- If a student or staff member's temperature is 100 or above that said person will not be admitted into the building. Also if a fever presents during the day the child will be sent home immediately.
- You will receive more detailed guidance on this in the parent hand-book given at a later date.

Incidents of Illness and Positive COVID-19 Diagnoses Among Students or Employees

There is a possibility that a member of our Avenue Preschool family will test positive for COVID-19, and we will be prepared to respond immediately. The next steps will be guided by Department of Health.

The following activities will not take place until further notice

- **No holiday parties**
- **No field trips**
- **Birthday celebrations**
- **Lunch bunch**
- **No show and tell**
- **No outside guests including parents**

Drop-Off/Pick-Up

Parents will not be able to enter the building at any point during the day, including drop-off and pick-up time. Your child will be picked up from you at the door and dropped off to you at the door at the end of the day.

We will be using staggered times with drop-off and pick-up. Our first drop off time will begin at 8:30am and then class entry will be staggered every 10 minutes. The final drop off time will be at 9:20am. If you are late to drop your child off you will need to wait until all classes have entered the building before your child will be screened to enter the building.

Each class will have an assigned drop off time which will be provided to you when you receive your teacher assignment. Pick up times will begin at 11:30am the final one will be at 12:20pm; again each class will have an assigned time. It is extremely important to **BE ON TIME** for you scheduled drop-off and pick-up time. There will be a late fee implemented after your second warning at pick-up time, further details will be outlined in the amendments to the handbook.

Drive-By Meet the Teacher

Due to COVID-19 we are unable to do a face-to-face meet the teacher. In order to give our families information, and for the students to see their new teacher we will have a drive-by “Meet the Teacher”. This will be the time we would like for everyone to return all paperwork. Date will be included in your teacher assignment letter.

Virtual Parent Meeting

We will set up a zoom meeting for every class to receive information from their teacher and the director. Date will be included in your teacher assignment letter.

Remind App

All teachers will be using the Remind App as a way of getting information out to the families quickly and efficiently. Information will be coming home regarding how to set up this app and use it.

Date to respond

In order for us to prepare for the upcoming school year we need a definitive answer from our families. We are putting a deadline of **August 17th** to hear back if you are attending this year or not. In addition there will be a \$100.00 non-refundable deposit to hold your spot. This deposit will be applied to your September tuition. Please fill out and send back the following contract and deposit in the envelope provided.

Contract for the 2020-2021 Avenue Preschool School Year

August 1, 2020

By completing the statement below, you will be informing Avenue Preschool of your intention for sending your child to school for the 2020/2021 school year. In addition, please provide your e-mail address and enclose a \$100.00 non-refundable deposit to secure your child's spot. This deposit will be applied to your child's September tuition. Check or Money Order Only.

Yes _____ will be attending this school year.
Child's name

No _____ will not be attending this school year.
Child's name

Parent Name _____

Parent Signature _____

Date _____

Email Address _____

Mail to:
Avenue Preschool
20 N. Church Avenue
Milford DE 19963