**Wittenberg Lutheran Preschool -COVID-19**

Due to the COVID-19 virus we have made several changes to our usual routines to keep our children, staff, and facility safe. We would like for you to be aware that these changes are effective immediately. All of our classrooms, equipment, and toys are cleaned and disinfected as defined per DSS guidelines.

 Listed below are changes that will be in place when you arrive.

* Sign in and Sign out: The sign in and out book will be placed outside the entrance door of the preschool. No parents or visitors will be allowed into the facility. A teacher will meet you at the door and escort your child inside the building each morning and bring your child out for pick up each afternoon. If you are picking up a child early, please text Ms. Cricket or Ms. Joy ahead of time, if possible, so your child can be ready for pick up. Safety is always our number one priority.
* Temperature Check: Each child will be checked for a temperature before entering the building. Any child with a temp of 100 or more will be sent home. If your child is ill, has a persistent cough, or a fever, please keep them at home until they are fever free without medicine for at least 24 hours! A doctor note indicating the diagnosis and a date the child can return will be required to return to school.
* Cough: If your child has a persistent cough, he/she will be sent to the director to determine if your child will be sent home.
* Items from Home: No toys, car seats or additional items beyond nap time bedding and lunches will be allowed in the facility from home.
* Lunch: Lunches will be put into each child’s cubby when they arrive. During lunch, they will get their own bags and drinks to bring to the table. When lunch is finished, they will put them back into their cubby. Children will sit spaced out at the lunch tables. Reminder, we cannot microwave their food.
* Water Fountains: Our kids will not have access to the water fountains at the Preschool so please bring a water bottle from home labeled with their name in permanent marker.
* On-going Cleaning: Every morning and afternoon our facility will be thoroughly cleaned according to DSS recommendations. This includes tables, chairs, door handles, and toys.
* Clothing and Pull-up Changes: Our staff will be required to wear disposable gloves when a child’s clothes or pull ups need to be changed. If your child does not have extra clothes available in the case of an accident, parents will be called to come get their child or bring clothes.
* Hand Washing: Preschool children will be accompanied to the bathroom. Teachers will watch ALL children wash their hands with soap and water, not hand sanitizer, to ensure it is being done correctly.
* Sleeping Cots: Sleeping cots will be spaced out. Bedding will be sent home and washed by parents weekly. Please supply just a crib sheet and a blanket. Please be sure to label both items with a permanent marker.
* Afterschool Children: Our afterschool kids will have individual boxes to put their lunches in. Afterschool kids will have designated bathroom breaks where the teacher will inspect their hands to make sure they are washed.
* Tuition Fees: Our standard tuition fees are due each week whether your child attends or not. If you are having trouble paying your fees, please see Ms. Cricket.
* COVID-19 Diagnosis: If we have a COVID-19 diagnosis, the facility will close for 14 days for cleaning and quarantine.

Please know that these changes are being made to keep everyone safe. If you have any questions, please do not hesitate to ask. A signature page is included to ensure that all our parents have read these guidelines. Your signature is required before your child can re- enter the preschool.

Thank you for your patience and understanding! Cricket Leaphart Wittenberg Lutheran Preschool 803-351-2125

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**I have read the new guidelines that will be addressed at Wittenberg Lutheran Preschool and will follow them to keep our children safe.**

**Parent/Guardian Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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