



# Parent Handbook Covid-19 Edition

2021/22 School Year

New Hope Preschool  
2720 Olympic Parkway  
Chula Vista, CA 91915

Dear Parents,

As we get ready for another school year during Covid, I want to make sure you are all aware of the guidelines that are in place as of today. Please know that all the teachers and staff at New Hope Preschool are committed to providing a quality program that is safe and fun!

While many things are different with these procedures in place, this will be for the safety of all. We will still be providing an environment that fosters fun and learning while keeping everyone safe.

This handbook will provide you with all the guidelines that are in place during the Covid 19 pandemic and will be in place until further notice. We will make sure that all changes are feasible for staff and children by following the CDC (Center for Disease Control) guidelines as well as those put forth by CCLD (Community Care Licensing Division)

Please feel free to contact me if you have any questions about the policies and procedures that are outline in this handbook. They are in place to ensure that New Hope Preschool is a safe and fun place for your families.

Partnering with you in passing on the heritage of faith to the next generation,

Tammy Marquez  
New Hope Preschool Center Director  
New Hope Community Church  
619-600-4160 ext. 308  
[Tammy@go-newhope.com](mailto:Tammy@go-newhope.com)

## **Admission/Exclusion due to symptoms of illness**

Children who are obviously ill with fever, diarrhea, vomiting, green-runny nose, puss/oozing eyes, disease or condition (i.e.- ringworm, head lice, chicken pox, measles, mumps, pink eye, fever over 100 degrees, etc.) **will not be admitted** to the program. It's a danger to other children and staff members at our facility. If you have any doubts about your child's health, please call us at 619-600-4160 ext. 308 to be sure they may attend. If your child appears to be sick or has any of the above while at school, we will notify the parent or guardian immediately, and it is necessary that the child be picked up within one hour of notification from NH Preschool.

The child will be permitted to return when his/her temperature **is normal for 24 hours without the aid of fever reducing medication**. Your child must not have any prescribed medication, such as antibiotics, in his/her system for at least 24 hours before returning. In the event your child is sent home with one of the above health concerns, they will not be permitted back to New Hope Preschool with out a doctor's note. The doctor's note must be written on their letterhead and read that the child can return to school because what they have is no longer contagious.

If a child is showing COVID-19 symptoms (fever, cough, shortness of breath) OR if you've been in close contact with a person or child testing positive for COVID-19, we ask you to keep your child home. They must be isolated for a minimum of 7 days after symptoms onset, and 72 hours after their fever resolves without fever-reducing medicine. (For example, if symptoms and fever resolve on day 7, the person can return on day 10.) For most, this will be 14 days after the household contact with COVID-19.

We ask that all parents and staff let us know of any potential exposure immediately. A potential exposure means being a household contact or having close contact within 6 feet of an individual with confirmed or suspected COVID- 19 for at least 10 minutes. The time frame for having contact with an individual includes the period of 48 hours before the individual became systematic. If in the childcare center, we will inform CCLD and our parents along with the Department of Health (DOH).

## **Extra Hygiene Measures and Procedures:**

**Hand washing:** As soon as a student arrives to the classroom, they will wash their hands properly. Every faucet handle will be sanitized with each use. Hands will also be washed throughout the day and more frequently with soap and water for at least

20 seconds. Hand sanitizer will be used when soap and water is not available (teachers will dispense and then place in a cabinet).

**Sanitizing/Disinfecting:** All hard surfaces will be wiped down throughout the day, before and after use as well as at the end of each day. Any toys that go into a child's mouth will be put into the disinfecting process like usual. All surfaces and toys will be sprayed prior to leaving the room throughout the day. All sensory bins, soft toys, pillows, dress up clothes will be put away during this phase of opening.

**Mask Wearing:** Each enrolled student will need two masks that they will use while here at New Hope Preschool. Students are encouraged to wear masks to the best of their ability. Masks will be kept here in the facility and taken home by the families to be laundered at the end of each week. If you are in need of a mask, please email the director.

It will be mandatory for all teachers to wear a mask.

Each class is considered a "family." Each "family" will social distance from other "families" to assure safety. Children 3 years and older need to wear a mask when they are in their "home" (classroom) or in the bathroom. All students will be encouraged to wear their mask to the best of their ability. Students will wear their masks during transitions. All church staff will wear masks when not in their personal office/cubicle.

### **Personal Belongings**

No toys or personal items from home will be permitted at this time. All fabric masks will stay here on the premises and go home on the child's last day to be laundered before returning the following week.

### **Visitors**

Visitors will not be permitted inside classrooms at this time.

### **Parties and Celebrations**

Birthdays- if you wish to celebrate your child's birthday at New Hope Preschool, please check with your child's teacher at least one week in advance with what your plans will be for that celebration. Children may only distribute pre-packaged treats as opposed to homemade. The use of candles is prohibited due to safety reasons.

Note: All birthday treats must be nut free and from this approved list: mini-cupcakes, donut holes, mini muffins, ice pops, prepackaged treats.

**School Supply List:** The following items are things that we will use all year in class. If you are able to donate something at any time of the year it would be greatly appreciated but **NOT** REQUIRED!

**(Please Label Everything)**. Please bring all items on your child's first day back.

For the classroom:

Hand soap

Tissue

Lysol/Clorox Wipes

For your child:

Extra change of clothes (including socks)

Water bottle

Pencil Box containing these items-

Small box of crayons

Scissors (kids scissors, blunt tip)

Glue Sticks

My First Ticonderoga Pencils

Eraser

Markers