



Current Operational Plans for Opening Fall 2020

Village Preschool is beginning its 24th year of being a presence in our community, partnering with parents, and providing a Christ centered preschool experience for all children. This year will look and feel much different than in years past, yet we are confident that our mission remains the same; We are a community committed to partnering with families to share God's love, celebrate life, and love others.

Requirements and guidelines are in accordance with the Oregon Department of Education Early Learning Division. Our Village Preschool Operational Plans will continue to adjust throughout the year based on State requirements for the health and safety of our students, families, staff, and community. We will keep parents informed of changes occurring in our procedures in a timely manner. We desire to work in partnership with you and want to help answer your questions and/or address your concerns. Please contact JoAnna Flynn; kids@villagebeaverton.com if you are interested in further discussion.

Thank you for the opportunity to partner with you. We look forward to working alongside you in fostering the social, emotional, spiritual, and academic development of your child's early learning.

In His grace,

Susan McGuire
Preschool Teacher

Cindy Nolan
Preschool Teacher

Ruth Jones
Preschool Assistant

Michele Pelot
Preschool Assistant

JoAnna Flynn
Village Kids Director

Updated: August 28, 2020



Drop off and Pick up Procedures:

- Designated outdoor drop off/pick up for each class. Village Preschool staff will escort students to/from guardian's car. Mrs. Nolan's car line will be east facing at the south door. Mrs. McGuire's car line will be west facing, under the breezeway of the north door. See attached map.
- Parents and siblings over age 5 are required to wear a mask when dropping off/picking up.
- Children's no touch temperatures will be taken each day by staff member as they meet the student at the car.
- Wellness questions will be asked and recorded prior to staff students and staff entering the buildings.
- A contact tracing log with the following information will be maintained per CDC requirements: child's name, drop off/pick up time, adult dropping off/picking up, all staff interacting with a stable group of children and documentation of health checks.
 - Stable Group is defined as one classroom/cohort
- Parents, siblings, guests may not enter the buildings unless there are special circumstances.

Health and Safety Procedures to minimize the spread of COVID-19:

- Teachers and Village Facilities Team have increased frequency of sanitation using medical grade products. Classroom surfaces will be sanitized throughout the school day and at the end of the day.
- All teachers and students in the 4's classes are required to wear face coverings.
- Face coverings are optional for students in the 3's class.



- In the event another Village staff member and/or parent would be required to enter the classroom(s), they must be screened for COVID-19 wellness, wear face coverings, and wash hands immediately entering the room.
- We will utilize outdoor spaces as much as possible and increase fresh air ventilation in the classrooms when appropriate.
- Frequent hand washing will be enforced.
- Gym and playground equipment will be sanitized between each stable (one classroom/cohort) group's use. Only one stable group will use an area at a time.
- Mrs. Nolan's stable group will use the south side of the restroom and Mrs. Mrs. McGuire's stable group will use the north side of the restroom.

Wellness Policy:

- The Village Preschool Wellness Policy will be strictly enforced.
- If a child becomes ill at school, she/he will be immediately isolated and supervised until parent can arrange immediate pick up.
- For illness other than Coronavirus, student may return to school 24 hours after resolution of symptoms and fever, without medication, and a doctor's note. If student does not have a doctor's note, she/he may return 72 hours after resolution of symptoms and fever, without medication.
- An updated Wellness Policy will be distributed to parents at Preschool Orientation. Parents will be required to sign the statement committing to adhere to our wellness and COVID-19 policies.



Protocols for COVID-19:

- If a student or staff member have symptoms that include cough, fever, shortness of breath, body aches, and/or chest congestion, new loss of taste or smell, nausea, vomiting, diarrhea, or fatigue they will be sent home and recommended that they test for COVID-19.
- If student or staff tests positive for COVID-19 or if individual is not tested and has COVID-19 symptoms, we request that individual stays home for 10 days and 72 hours after resolutions of symptoms, without medication.
- If the COVID-19 test is negative, the child or staff member may return 72 hours after resolution of symptoms, without medication.
- If a student or staff member is exposed to a person who tests positive for COVID-19 or has a presumptive case of COVID-19:
 - “Presumptive Case” refers to when you have been exposed to someone with a positive COVID-19 test AND you have symptoms of cough, fever, or shortness of breath
 - “Exposed” defined by CDC: remains within 6 feet of individual with confirmed or presumptive COVID-19 for more than 15 minutes.
- Then, the student or staff member must quarantine for 14 days with no symptoms. If COVID-19 symptoms develop during that 14 days, the student or staff member should consult a doctor and follow the guidelines above for those who "test positive".
- If a student or staff member is exposed to a person who is in or enters quarantine for COVID-19, but the student or staff member does not have symptoms, the child or staff member may continue to attend school. The State mandates that children cannot be denied care because of the fear of transmission of COVID-19.
- Village Preschool will immediately notify the school community and the local public health authority of any confirmed COVID-19 cases among students or staff.



Daily Classroom Activities and Structures:

- We will maintain reduced class sizes and stable classroom environments.
- Students will use their own school supplies and/or supplies will be sanitized and made available on a rotation.
- Child friendly and creative methods will be implemented to make toys and books available on rotation and all items will be thoroughly sanitized.
- Fieldtrips, parties with guests, and large programs will not be scheduled as part of our regular routine this year.
- Music, PE, and snack/lunch times will occur within stable classes.
- Parent conferences will be scheduled and take place at school, physically distanced and appropriate face coverings will be required.
- Per current Early Learning Division guidance, children do not need to physically distance in their stable classroom. However, our Preschool Staff will do their best to create classroom procedures and structures to encourage more space between students.
- Parents and siblings may not enter classrooms. Because we want all families to feel included and engaged, our teachers will frequently share daily classroom activities, pictures, and updates on Bloomz app.



Snacks, Lunches, and Birthdays:

- Students are required to bring their own healthy snacks/lunches, that they can open and manage independently.
- Students are required to bring a bath towel or small beach towel to school to use as their snack mat.
- Students are required to have a shoulder tote bag, no bigger than 15"x16", to use as school (in addition to their backpack) to transport lunch box and towel to/from eating location(s).
- If you choose to send birthday snacks, please purchase individually packaged items such as cupcakes or cookies to celebrate your child's birthday in the classroom. Preschool Staff will pass out the snacks wearing gloves and their protective face coverings.

Remote Learning Scenario:

If extraordinary circumstances and/or State mandates change and demand closure of school, Village Preschool will offer remote learning for all classes for the duration needed.

Village Preschool's 5 Elements of Remote Learning

1. Weekly teacher led videos
2. Emailed printable activities and packet pick-up with supplies for learning activities
3. Weekly links to developmentally appropriate learning videos relevant to classroom learning
4. Weekly communication using classroom communication app
5. 2x/month Zoom meetings



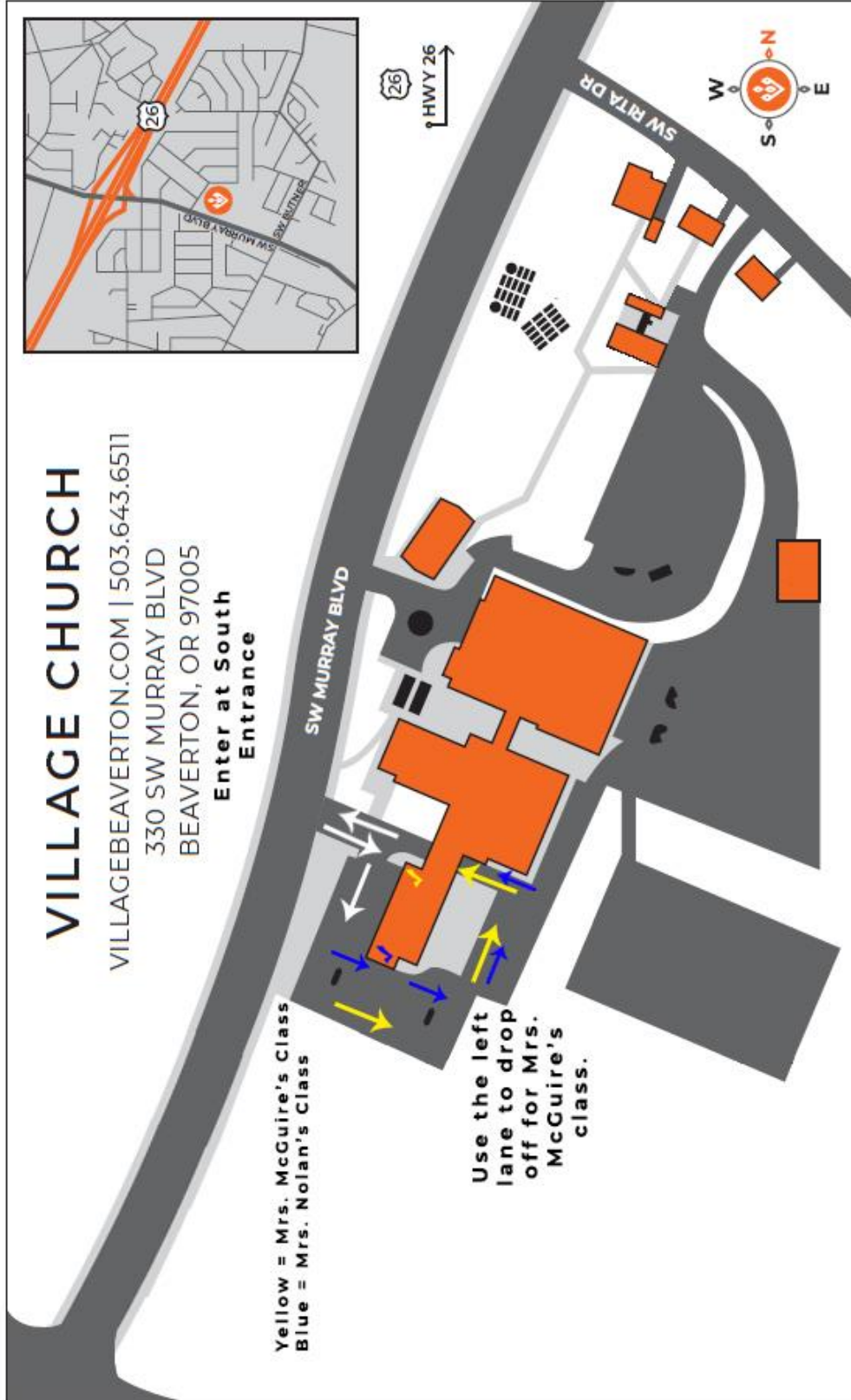
Remote Learning Tuition:

- In the event that we have to close our physical classrooms for longer than 2 weeks, remote learning tuition will be applied. Remote Learning tuition will be 50% of normal monthly tuition. Remote learning tuition would be prorated by week and be in effect until the day of return to physical classroom.
- Remote Learning tuition is required to receive remote learning provided by our teachers. Regular tuition will return when school is allowed to re-open on-site.
- Remote Learning tuition is required in order for your child to stay enrolled at Village Preschool. Your family's contribution to Remote Learning will ensure that Village Preschool can stay financially operational and return to the physical classrooms when State closures are lifted.
- If you choose not to participate in our Remote Learning program, your child will be withdrawn.

Withdrawing a student from Village Preschool:

- When a family provides a 14-day notice of withdrawal, the family is not required to pay the proceeding month's tuition. Example: Notify the school office of withdrawal by October 15, the family is not required to pay for November tuition.
- If a 14-day notice of withdrawal is not given, we require the family pay the current month's tuition and the following month's tuition in full. Example: If the family withdraws on October 10th without notice, we require that the family pays October and November tuition payments.
- The withdrawal requirements help ensure that Village Preschool remains financially operational.

4's Class Map



3's Class Map

