



## **Pandemic Policies & Procedures 2022**

**Imagine and Explore Preschool strives to provide a safe and fun school environment for your child and family. In order to do this, we will be implementing the following procedures. We ask for your cooperation and patience during this time.**

- We will maintain small class sizes that are in one classroom with one teacher. We also utilize our "big room" which is our only shared space.**
- All families will be required to drop off and pick up their child at the designated front entrances to encourage social distancing.**
- A staff member will greet your child at your designated entrance and will help your child sanitize their hands before they enter the classroom and after class is over.**
- All staff will be required to clean and sanitize heavily used surfaces after class has dismissed.**
- All toys, bathrooms, tables, and chairs will be sanitized and cleaned each school day and as needed throughout class time.**
- Each student will have their own supplies to use each day (i.e. markers, crayons, paint brushes, glue, etc.). These supplies will be sanitized at the end of each day and stored in the classroom for each student.**
- We follow current mask policies and guidance from the CDC and Millard Public Schools. We will inform you of current guidelines as they change.**
- All children and staff members could be required to mask at school for a specific period of time.**
- There will be a zero-tolerance policy with illness. If your child is sick, please keep them home. If your child becomes ill while at school, you will be called, and the sick student should be picked up immediately.**
- We reserve the right to take student temperatures if needed at any point during the school day.**
- Please do not send your child if you are worried about an exposure to COVID-19. If you or any family member in your household tests positive for the virus, it is your responsibly to inform us as soon as possible.**

- In the event a parent, child, or staff member tests positive for COVID-19 the health department will help determine our course of action. Depending on amount of cases, this may include closing one classroom or all. The time could vary from a couple hours to several days and is on a case by case basis. Your student's classroom could also be required to mask for a period of time. You will be notified by your child's teacher and we will follow what is recommended by the proper authorities.
- When and if a positive case occurs or if the CDC or State of Nebraska deem school unsafe and we are required to close for a lengthy period of time, we will provide all of our families AT HOME learning materials and go straight to AT HOME learning.
  - THERE WILL BE NO REFUNDS GIVEN IF WE ARE REQUIRED TO CLOSE and start AT HOME learning. *If you decide you do not want to participate in the AT HOME learning, you are required to give a 30 day notice. You will not be charged tuition after the 30 days.*
  - We will follow MPS and the State of NE with their decisions on safety and guidance during this pandemic.
- As time progresses, Imagine and Explore has the right to implement more procedures, or change procedures as needed. All students and families will be informed of any changes that have to take place.

We will do everything that we legally can to keep our doors open and to keep preschool as normal and safe as possible. We ask that you please be patient with us as we navigate through this process.

We can do this together!

Imagine and Explore Preschool

# Please sign, date, and return this page.

## COVID-19 Policies and Procedures 2022

Please initial by each line that you have read and understand all new pandemic policies and procedures for Imagine and Explore Preschool.

----- I have read and understand the new pandemic policies for Imagine and Explore Preschool.

----- I understand that Imagine and Explore Preschool is doing all that they can for my family's safety and health and are not at fault for any illnesses that may occur at any time during the school year.

----- I am a legal, responsible adult and by initialing and signing this document, I release all Imagine and Explore employees, persons and officers from any claims or actions that may arise from my child's time and usage of property at Imagine and Explore Preschool during the COVID-19 pandemic.

----- I understand that I have a responsibility to adhere to these policies and procedures and will do my part to help keep all families, students, and staff safe and healthy.

----- I understand it is safest as an adult for me to NOT enter the school building and if I need to speak to a staff member, I will do so safely through the front entrance.

Child(ren) Names: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please indicate if you will be providing a mask for your child and wish for the teachers to encourage its proper use (gentle reminders to put it on, proper placement on face, etc):

-----YES

-----NO