

Procedures and Policies

DROPOFF/PICKUP Drop off will begin at 8:55am. Please only have two families in the front hall at a time in order to maintain social distancing. As the year progresses, encourage your child to put away their own belongings. There will be a bin for water bottles inside the door.

Pickup will begin at 11:50. If the weather is nice, please go directly to the backyard to pick up your child. If the weather is not nice (too cold, raining, etc) please come to the front hall where one of the teachers will bring your child to the door.

Parking is available directly next to the school (there is room for 3 cars in front of the fence or across the street at the Old Homestead. On Wednesdays and Thursdays we may use the parking lot next door at the Resource Center.

COVID As per the Governor's mandate, masks must be worn by all students and adults when inside the school. We will provide frequent mask breaks and we plan on being outside as much as possible, weather permitting.

We will not be requiring parents to fill out daily health forms or taking students' temperatures at the door. We will, as always, promote frequent hand washing/sanitizing and sanitizing surfaces, supplies, and toys often.

We ask that all families be honest about any exposures to COVID. Please alert Ms Sarah and/or the board (board@kidsplacepreschool.org) in the event that your family has a positive test or needs to quarantine.

AIDING We will resume aiding at the preschool this year. We ask that all aides wear a mask in the building.

Aiding days are on a rotating schedule that is written by your class coordinator. If you know of any appointments or days where you will not be able to aide, please let your coordinator know as soon as possible. If there is a conflict on your aiding day, please first try to switch with another parent and then contact your coordinator if you are unsuccessful in covering your day.

When you aide, it is your day to bring class snacks (please see below for snack guidelines). You will aid the teachers throughout the day, and then complete the aiding duties which can be found in the kitchen.

SNACKS We will be allowing homemade snacks this year. This can include things like muffins and cut up fruit or vegetables. In the past some parents have gotten very creative with snack time by having things like pizza making, build-your-own waffle bar, and snacks that tie in with the week's theme. If you have an idea for a fun snack, please let the teachers know!

We ask that you try to keep away from snacks that are too sugary. Bring in a few varieties of food because, as we all know, the littles can be picky. Please be mindful of the class size, and bring enough for yourself and the teachers too! We all sit down and enjoy snack together.

There are several allergies to be aware of this year. Please do not bring in any snacks with nuts, prunes, or seafood.

WEEKEND CLEANING This year we will resume weekend cleaning for all families. This will be done on a mostly alphabetical rotation. Every family must participate. On your cleaning weekend it will be your responsibility to give the school a deeper clean (there will be a checklist to help you) and you will need to take home the smocks and towels to be washed.

This can be done at any time on the weekend. If you know of a weekend that you will not be available please email Amanda Vredenburg at registrar@kidsplacepreschool.org. If you have a conflict with your assigned weekend, please try to switch with another family. If unsuccessful, let Amanda V know. The weekend cleaning assignments will be listed on the monthly school calendar.

CLOSING, DELAYS, AND ABSENCES: We run on the East Greenbush schedule. If there is a two hour delay for the district, we will open at 10. If there is a closing, we will also be closed. We will also update our Facebook page with closing and delay information. Occasionally, the school has needed to close unexpectedly for teacher emergencies or maintenance issues. If this occurs, the Facebook page will be updated and the teachers will contact families.

If your child will be absent, please let Ms Sarah know by calling the school or emailing/texting her.

School policies may change at any time during the year depending on the status of the school district and state's directives. We will keep everyone informed as soon as we know of any changes. We truly appreciate your patience and understanding.