



August 26, 2020

Hello Early Learning Families,

As we quickly move into September, many questions are coming up and I want to share the very latest information that I have. I also invite you to a Zoom information session on Monday August 31, to discuss changes in more detail and answer questions. Connection information is below.

As we plan for additional children in all of our Early Learning classrooms, we remain committed to strict adherence to the health and safety protocols we put into effect in July. While adjustments must be made based on the increased enrollment, you can be assured that the safety of the community remains our top priority.

All adults are required to wear masks at all times while on the PIC campus and all children over the age of two are required to wear masks during drop-off. We will continue with morning temperature taking of each child before entering PIC.

We know our reduced hours have been difficult for some families to manage and we are working hard to get back to our regular schedule. **Beginning September 2, Early Learning Program hours of operation will be 8:30 am to 5:30 pm.** This schedule allows us staffing flexibility and the continuation of the COVID-19 safety drop-off and pick-up protocols that have been successful over the summer.

We will continue with staggered drop-off and pick-up to limit wait times and to minimize the risk of exposure. However, the schedule that families followed over the summer must be modified. At this point, we need information from you to devise the new schedule.

Please complete the [September Drop-off & Pick-up](#) survey by Friday, August 28 to help us create the drop-off and pick-up schedule for the fall. *Our turnaround time on this is quick!*

We are doing our best to give each family 8 hours per day of care for their child. This means if you drop-off at the early end (ie. 8:30 am) your pick up time will also be on the early end (ie. 4:30 pm).

New this September: We will introduce an electronic health screening tool for families to use before arriving at PIC. Each morning, families will be sent a text with questions about the same symptoms and situations that we have been asking all summer. With more children to welcome each day, this will help expedite the morning screening process.

The most important part of the morning screening is everyone's commitment to take it seriously and approach the questions honestly. The community will stay healthy and open ONLY if everyone works together.

The preschool children will continue to be dropped off and picked up outside on the blacktop. Teachers will be outside in the morning to welcome the children, and bring them outside at the end of each day. **Parents of preschoolers will not be permitted inside the buildings.**

Families of the infants, young toddlers and two-year-olds in the Bumblebees, Caterpillars, Wild Things, Doodlebugs, Rainbows, Sunshines and Moonbeams rooms will enter the building and walk with their children to their classroom for drop-off and pick-up. **Parents will NOT be allowed in any classroom.** There will be a dedicated entrance and exit to limit exposure. All family members entering the buildings will have their temperatures taken.

Teachers will be at the classroom doors to welcome children. Some children will walk in themselves, and others will be handed into the arms of a teacher. Families of our youngest age groups will receive additional information soon with details about the drop-off and pick-up process.

For all age groups, an important continuation is the necessity for a quick drop-off and pick-up, with little face-to-face communication with your child's teachers. This is our best way right now to decrease the possibility of infection.

All the children over the age of two have been doing a terrific job with mask wearing while in the classrooms. We thank our families as it is very clear that mask wearing has been practiced at home. We are asking all new families and those returning in September to practice mask wearing at home as much as possible before joining or returning to PIC.

Many children will be “moving up” to new classrooms within the next month. For health and safety reasons, the process this year is different and doesn’t allow the same opportunities for children and families to learn about the new classrooms. Yet children are moving into new rooms with classmates they know and teachers are welcoming them as they have always done. Teachers will be reaching out to families to give you opportunities to ask questions and to learn more.

Families should expect to see some new teachers and new teaching teams in September. We have teachers who decided not to return to PIC during this time. Although they will be deeply missed, we greatly respect that everyone needs to make an individual decision as to what is best for themselves and their family.

At this time, September invoices are being prepared. I wanted to remind you that you will see two fees on your bill. One is a \$100 Healthy & Safety fee which is charged monthly in response to added expenses related to COVID-19. The other fee is an annual fee of \$100. This fee is applied directly to PIC's facilities needs and improvements. Families on subsidy pay \$50.

And finally, the updated Early Learning Family Agreement is linked below. This Agreement has been written to include clarity about what may happen if the Center needs to close again. Please read it carefully and contact me with any questions.

Next Steps:

- **Families must complete the [Early Learning Family Agreement](#) document by FRIDAY, AUGUST 28.** Once it has been signed, you can scan it and email to Shanaya Shoats at sshoats@parentinfantcenter.org, or you can place a copy in the new Enrollment MailBox located outside the Sweet Building near the ramp.
- **Families must complete the [September Drop-off & Pick-up Survey](#) by FRIDAY, AUGUST 28.** This information is essential for us to finalize enrollment and classroom planning.

- **PIC MUST have an updated child health form and emergency contact forms on file.** *Families will be contacted if new or updated forms are needed.*
- We will send you the latest [COVID-19 Family Handbook](#) before the year begins. It is currently being updated.
- **We will be hosting a Zoom information session for new and returning Early Learning families next Monday, August 31 at 6 pm.**

Early Learning Info Session

Topic: Early Learning Info Session

Time: Aug 31, 2020 06:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/81849472261>

Meeting ID: 818 4947 2261

While nothing over the last 6 months has been easy, I continue to feel blessed that we have wonderful teachers who are willing to face some big challenges and families who believe in PIC and are willing to follow our outlined protocols to a tee. I have heard countless times from parents over the last 8 weeks that they love seeing their child filled with such joy in wanting to come to PIC each day!

Thank you for believing in PIC.

A handwritten signature in black ink that reads "Debbie". The signature is written in a cursive, flowing style.

Deb Green
Executive Director