



southwoodpreschool.com

Southwood Pre-School

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Southwood Pre-School Parents

Serving Southwood Families since 1969

We opened Monday May 18, 2020

(with revised operations)

Our entire staff at Southwood would like to thank you for your continued support during early 2020. Your phone calls, texts and words of encouragement meant so much to us as we “re-booted” our operations last March-May. Thanks to your financial support, our staff returned back to work mostly intact. **Note: A staff update:** No less than **six (6)** of our teachers have become or will soon be: **NEW MOMS!** Two sets of twins among them.

INFORMATION FOR NEW PARENTS:

Our Directors and School Nurse Consultant regularly review current guidelines from the **Center for Disease Control** (CDC), **L.A. County Public Health Department**, and the **LA County Childcare Licensing Division** to remain current with their regulations.

To remain in compliance, we implement the following measures:

1. ***Adjustment of child to staff ratios.** *(this affects our ops dramatically)*
2. Health-screening procedures on arrival.
3. Drop-off and pick-up procedures.
4. Employ physical distancing strategies.
5. Presently, our onsite lunch services are suspended. (Snacks still provided)
6. Daily cleaning and disinfection are intensified

Present regulation limits our class size to no more than fourteen (14) children. To meet this requirement, and still accommodate as many of our Southwood families as possible, we offer two daily sessions:

Morning 7:00AM- Noon

Afternoon 12:30PM- 5:30PM

Our Tuition Rates are clearly posted on our website at southwoodpreschool.com

Two-Year-Old Parents Note: We will always provide two (2) or more teachers per classroom for your sessions.

Current Operating Procedures:

Health Screening:

On Arrival:

1. Sick children and staff members are required to stay home.
2. All staff will wear masks, children also now per County Restrictions.
3. Staff temperatures will be taken daily.
4. Children's temperatures will be taken prior to entry.

Visitors:

1. LA County recommends limiting non-essential visitors.
Masks, hand washing, and temperature checks will be required for all visitors.
Observation through class windows preferred.
2. We consider all our parents essential, however, please limit your visits as much as possible during this time.
3. Modified procedures for school tours for prospective new families.

Current arrival/ pick-up procedures: *Effective March 1, 2021*

1. For everyone's safety, please position your child on the passenger side of your vehicle!
2. **AM Arrival:**
At front curb. Staff will greet you with a temperature/health check and guide your child to class.
AM Pick-Up: (From 12:00-12:30)
Enter through rear gate, follow signs via playground for pickup line on south side access drive. Pick up front curb
PM Arrival: (Beginning at 12:30pm) At front curb.
PM Pickup: Also, at front curb

Physical Distancing:

1. Increased space between children when sitting at tables, and Storytime.
Teacher's discretion regarding the activity.
2. Children will be rotated between separate activity areas on the playground.

Lunch Service Suspended:

1. Morning and afternoon sessions will be providing one snack.
2. Parents may provide their own snacks.

Daily Cleaning and Disinfection:

1. Toys that cannot be cleaned and sanitized have been removed. These include fabric toys, stuffed animals and blankets.
2. Items children are likely to place in their mouth, such as plastic food, bowls and utensils have been removed.
3. Sharing of toys, will be avoided. A container labeled "Soiled" will be placed in each class to facilitate separation of clean and soiled toys. They will be cleaned and disinfected prior to re-use.

Hand Hygiene:

1. All staff, children, parents and visitors will practice healthy hand hygiene.
2. Soap and water for 20 seconds (singing happy birthday song) at each washing is recommended. An alternate use of a 60% alcohol-based hand foam or gel is also acceptable.
3. Children will be encouraged to wash or sanitize more frequently, especially after blowing their nose, coughing or sneezing, and before and after eating.
4. Reminders posted in each two-year old class regarding procedures for changing diapers are already in place.

Surfaces:

1. All classrooms, bathrooms, office spaces and kitchen have been deep cleaned and sanitized.
2. Carpets have been steam cleaned.
3. Classroom floors regularly scheduled been stripped and waxed.
4. Many classrooms are newly painted.
5. Classrooms are cleaned and disinfected frequently during the day. Doorknobs, light switches, classroom sink handles, countertops, toilets, desks chairs and cubbies are wiped down regularly to ensure your child's safety. This is in addition to our nightly janitorial services.
6. Cleaning products are EPA- approved for use against the virus that causes Covid-19.
7. Cleaning materials are kept secure and out of reach of children.

Personal Belongings:

1. Sharing toys from home is temporarily suspended.
2. Each child will stow crayons, pencils, etc. in a personal Zip Lock bag.

We are strong advocates of returning children back to a “normal school routine”. By following the health requirements of our licensing agencies, we are doing all we can towards this end goal. While some of these measures may seem excessive, we realize they are meant to ensure optimal health and safety for all. As LA County revises its regulations, we will continue updating our operations as well! Hoping for increased enrollment and the chance to safely serve more Southwood families in the months to come!