



The KinderGan
PRESCHOOL

The KinderGan Preschool's COVID-19 Policies

Our “new normal” at KinderGan

We recognize that there is no such thing as a risk-free child-care center. However, we feel confident that by abiding by the guidelines laid out in this guide we will minimize risk as much as possible. Please see below for an outline of our policies and procedures moving forward in order to make your child's home-away-from-home as safe as it can be:



Daily screening system at home and on-site

- Daily on-line questionnaire, mobile friendly, private and secure will be on the website, and sent to parents at the beginning of the school year.
- Green check indicates you may proceed to the MJC building and show results in print-out or on mobile device. Screener must be completed on EVERY entry to the MJC.
- Temperature and visual screening of all children and staff taken outside before entering the building by an administrator trained in protocol.
- All staff will be trained in recognizing signs and symptoms of communicable disease.
- In addition to fever, children with visible runny noses, consistent coughing, lethargy, sleeping, or signs of a rash will not be allowed to enter.



Drop-off / pick-up procedures outside

- Parents and children will park and line up according to arrows and designated six-foot distancing marks.
- Masks must be worn by adults and children two years and older while waiting in line.
- Once you are at the front of the line, your child will be screened, and temperature checked and you will present your digital or printed out questionnaire showing you are able proceed to the next step. Temperatures of 100.4 or more will not be allowed to enter, no exceptions, no arguments.
- Children will be greeted by their teachers, and will enter the building in groups of two or four.
- Parents will NOT be allowed in the school at this time, barring any medical or other extenuating circumstances.
- Late arrivals will be accommodated as possible.
- We are hoping for drop off and pick up to be pleasant and anticipate that it may require more time than you are accustomed to.

We will make any edits to the procedure to make it go as quickly and smoothly as is possible, but not forsaking any health and safety parameters.

- Anyone on your pickup and drop off list must fill out a digital questionnaire. Please try to limit the number of people who will have access to your child/children at this time.
- End of day dismissals: your children will be waiting for you outside , if you must pick up your child early, please call the KinderGan main number: 973-763-7455 or email: kinderگان@maplewoodjewishcenter.org



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Face coverings or masks required to be worn by teachers/ caregivers in the classroom

- Everyone, including children two years old and up must wear a mask to enter the building and while waiting to enter. We require children to have their own mask, and we will have disposable masks ready as needed.
- Teachers will be required to wear a mask in the classrooms and around the building. Staff will be able to remove their mask while outside and standing six feet apart.
- “See-view mouth” masks will be provided to staff. Children will wear their own washable masks into the building as well as in the hallways and transitioning to outside. Children will not be required to wear masks inside their classroom and NEVER at rest time or nap time.
- All staff that work outside a specific classroom will be required to wear proper face coverings to enter or work around the children and other staff of that classroom.
- Children do not have to wear masks when outside.
- IMPORTANT: The Department of Children and Families require, and we agree, that we do not force or take any punitive action towards a child having a challenge wearing or keeping their mask on but encourage and teach them to do so.
- Home-made or commercially manufactured face coverings that are washable, and/or disposable masks that help contain wearer’s respiratory emissions are acceptable for children and guardians.



Scheduled and supervised handwashing and hand sanitizing

- Mandatory sanitization / hand washing protocol when entering building.
- Scheduled hand sanitization and washing throughout the day.
- Children will wash hands when entering classroom and before taking off masks.
- Staff wearing gloves, does not preclude handwashing throughout the day and for food-handling, diaper changing, and toileting.
- Hand sanitizer located throughout the building and at entrances.
- Supervision by staff to ensure effective hand washing.



Dedicated KinderGan cleaning and maintenance staff will perform regularly scheduled disinfecting

- Trained and dedicated cleaning/maintenance staff.
- Commonly touched surfaces, switches, sinks, tables, toilets, benches, etc. to be wiped down throughout the day.
- Wipe-downs and sanitization of classrooms throughout the day by classroom staff.
- Nightly cleaning.
- Street shoes not allowed in classrooms.



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No visitors, field trips or large gatherings

- There will be no general visitation allowed of any kind, for any reason.
- Prospective family tours will be done before or after hours.
- Non-emergency repairs will not be done when staff and children are present.
- Approved essential staff will have their temperature taken prior to entering the facility and take the health screener. Anyone with a temperature of 100.4 F or higher and/or presenting symptoms of illness will be prohibited from entering the facility.
- Wear a face covering and maintain the 6 feet social distance from all children and staff members.



Amended sick policy

- Our standard sick policy of 24 hours fever-free (without medication) and symptom free will be lengthened to 72 hours fever-free and symptom free.
- Children out or ill longer than 72 hours will require a doctor's note of clearance to return to the classroom, no exceptions.
- Children with Covid-19 symptoms or exposure will have to quarantine for 14 days before returning.
- All minor injuries such as bumps, bruises, cuts, and scrapes that may occur during the day will be treated outside of the quarantine room.
- For children requiring medications, a physician signed medical authorization form must be in our records prior to the first day or before a child may attend with medicines for items such as but not limited to: pink eye, ear drops, nebulizer or any OTC cream to be used for any purpose with the exception of sunscreen and diaper cream.



Staff training geared to special requirements for Covid-19

- Staff will receive dedicated training on Covid-19 symptoms, hygiene practices, food handling, classroom disinfecting and sanitization, handwashing and hand sanitizer, social distancing, proper removal and use of gloves, small group movement, positive encouragement for children's and masks, hydration, communication with parents.
- All staff will be required to wear masks in public spaces and in the classroom.



Smaller children groupings and dedicated staff

- Smaller Group Sizes:
 - Threes, fours and fives in groups of 10
 - All groups have a minimum of two adults
- Primary caregiving / pods organized into smaller, self-contained subgroups within classroom.



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- Minimize cross grouping for substitute teachers.
- Camp will be supervised by dedicated and experienced summer staff in addition to select year-round administration.
- No large group events will take place.
- At no time will groups or staff combine or enter each other's rooms.
- Safe social distancing practices will be maintained between groups in hallways/outdoor spaces.
- Any groups in the same large area, have to be able to maintain a 10 foot or more distance.



Daily Lunch & Snacks

- The KinderGan will provide daily snacks and meals individually served.
- We will communicate if your child is consistently refusing any food item.
- Water bottles are prohibited, and children will be provided filtered water throughout the day using disposable cups



Personal Use Items

- Children will bring napping gear- a pillow, blanket, and a sheet. These will remain on-site and be stored individually and laundered onsite.
- Pair of shoes for classroom since street shoes will not be allowed in the classroom.
- Mask which will be sent home daily for washing.
- One complete changes of clothing to be left in classroom.

COVID-19 TREATMENT INFORMATION

What happens when a child or staff member develops COVID-19-like symptoms while at KinderGan?

- Persons with possible COVID-19 symptoms will be directed to the quarantine room where they will be further assessed and monitored by an adult while awaiting transport home.
- Persons who have been sent home due to possible COVID-19 infection may return to school when they provide negative COVID-19 antigen test results AND symptoms have resolved.

What happens when there is a COVID-19 Positive Diagnosis?

- Please immediately notify the KinderGan Preschool.
- If a child or staff member reports they are COVID-19 positive or exposed to someone who tested positive, the case will be reported to the proper health authorities, and the families will be notified.
- We will then follow the directions of the Maplewood Department of Health for any closures, quarantining, deep cleaning and disinfecting.



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Ammended Tuition and Refund Policy

We are fully aware that our closure this past spring (March 2020) was completely unprecedented and appreciate the support we got from the families to finish paying their tuition commitments. Yet going forward we understand that there must be a plan in place for any unforeseen circumstances that forces us to close. Please feel secure to make your registration decisions with deposits. Should we need to close or delay opening this is our refund policy:

- If there is a delayed opening or we closed for up to two weeks related to health concerns there will be no refund given.
- If closed for 2 weeks to one full month. 1/2 of the month's tuition will be reimbursed.
- If we continue to be closed the following month, you will not be billed for the month. billing will be assessed in the above manner if reopened at a certain point.

Should we need to become a distance learning model we will assess at that point how we would like to move forward at that time. Different rates will apply. We will make that determination based on the timing of the school year and if the children have bonded as a group in order for it to be emotionally, socially and educationally sound.