

Hillsborough Parents,

We hope this letter finds everyone healthy and staying safe. Please read the new procedures below that we have put into place for the safety of your children and our staff.

### **Hillsborough's New Procedures as of 5/18/2020**

**\*PARENTS WILL NOT BE ALLOWED IN THE CLASSROOMS OR FRONT OFFICE AREA.**

**\*CHILDREN MAY NOT BE IN THE SAME ROOM OR HAVE THEIR SAME TEACHER AS BEFORE.**

Drop-off Procedures:

- Staff will get your child from your car - have every thing ready to go since you will just be driving through
- Wellness check – temperatures will be taken (100.4 or higher is not allowed at school)
- Staff will sign your child in
- Bring your child's lunch, **NO HOT LUNCH** will be available

Pick-up Procedures:

- Half Day (noon pick-up) and Full Day (3:30 pick-up) Children will be brought to your car
- If you pick-up at any other time please call the school so we can have your child ready to be brought to your car
- Staff will sign your child out

Cleaning Procedures: (Hospital Grade Disinfectant / Clorox Wipes / Lysol Spray / Hand Sanitizer / Soap & Water)

- School is professionally sanitized every night
- Throughout the day staff will clean the classroom areas and toys being used
- Staff will clean bathrooms after each group uses it
- No drinking fountains will be used (remember to bring your child's water bottle each day)
- Hand sanitizers have been added to many areas of the school

Classroom and Outside Environment:

- All staff will wear masks (if you want your child to wear one please label it when sent to school)
- Staff will try to social distance children by setting up centers
- Windows/Doors will be open throughout the school day for extra ventilation in the rooms
- Outside times will be extended, weather permitting
- Cots will be 6 feet apart when napping
- Temperature re-check before and after nap time
- Group size will be 10
- When leaving the classroom to go outside the room will be sprayed with Lysol
- When leaving the outside to go inside the play equipment will be sprayed with Lysol

If you have any questions or concerns please call the front office @ 714-998-6031.

Stay safe and see you soon!  
Hillsborough Front Office