



# Y-Tots Preschool Program 2020-2021

**September 8<sup>th</sup> - Two Year Old Class &  
Four Year Old Class**

**September 9<sup>th</sup> - Three Year Old Class**

The YMCA of Greater Pittsburgh is following guidance from the CDC and the Department of Health and Human Services.  
Our procedures could be adjusted if recommendations change.





## Individualized Materials





# How their boxes are used





# Toddler Room





# Circle Time



# Painting rocks





# Story Time





# Teacher Directed Activities





# Gross Motor Activities



Color  
Mixing  
and Ice  
melting



Germ  
Experiment



# Our “New Normal”

- Some procedures will be different.
- What will be the same is our commitment to providing a safe, nurturing, and healthy environment.
- In this handbook, we will outline what to expect for this reopening with our new policies and procedures.
- We ask for all parents and guardians to work together with us to support these changes and be a partner with us to provide your children with a safe experience!



# What can you do to prepare your child for returning to Preschool ?

- Talk to your child about how child care will look different, but that they will still have fun playing and being around other children with safe spacing!
- Remind them to keep personal space. They should not be too close to another child, and another child should not be too close to them.
- Remind them it has been a while since they have been around other children. Talk about how to be kind to others while we practice NO sharing toys or other belongings.
- Have your child practice wearing a face mask at home and discuss how they will need to wear it while at school.
- Let them know that we will be washing our hands A LOT! Practice at-home proper handwashing recommended by the CDC!



# Let's Play Outside!

- Children will be given the opportunity to play outside during scheduled times.
- One group will be allowed to be outside together at a time.
- We will be encouraging social distancing during outside play.





# A Day in Preschool

## Two Year Old Class

Tuesday and Thursday, 8:45-11:15 AM

## Three Year Old Class

Monday, Wednesday, Friday, 8:45-11:15 AM

OR Monday, Wednesday, Thursday, 12:30-3:00 PM

## Four Year Old Class

Monday Through Friday, 9:00-11:30 AM

OR Monday –Thursday, 12:30-3:00 PM

Social distancing will be followed to the best of our ability throughout the day. Schedules will vary by age group. Diapering/toileting will take place as needed and following required regulations throughout the day.





# Updates & Changes 2020

Due to the current pandemic situation, we are following the CDC, Y-USA, Eco Healthy Childcare & DHS guidelines to ensure the safety of our children, staff, and families. We understand that some of the changes can be inconvenient. We appreciate your support for the best interest of all.

- At drop off each child will have their temperature taken every day.
- Parents will not be allowed in the building.
- Children will not be allowed to bring in any extra items including: toys, car seat, backpacks, etc...
- Children 2 and over will be required to come in a clean mask daily.
- Parents will be required to wear a mask during drop off and pick up times.
- Parents need to have a plan in place that allows a sick child to be picked up immediately.
- At pick up, parents must bring in an ID to show to the designated staff.
- Children will NOT be eating snack.
- During Play Time, the children will be spread around the room not sharing toys or school materials.



- During Play Time, children will be spread out around the classroom to allow them to play while respecting social distancing.
- Staff will be using PPE to provide extra protection for your children. This will include: mask, smock, and gloves.
- Staff will also be screened prior to the start of their shift.
- Currently there will be no visitors allowed in our center including: librarian, in-house field trips, dentist, therapists, etc.



- If any participants or staff temps are 100.4°F or higher, or they are showing visible signs of illness, they will be asked to return home until fever free, without symptoms or medication, for 72 hours and a doctor's note.
- No-touch thermometers will be used.
- Parent needs to wait in line 6 feet apart or wait in your car until there's no line for your child to be checked in and out by staff.
- Once it is your turn, please stand on the designated area marked on the floor. The staff will ask you some questions while doing a visual health check on your child and taking their temperature.
- The staff will sign your child in after their temperature is taken.
- If your child does not feel well or there are other members in your household who are sick, please keep your child home.
- If needed, temperatures will be checked anytime during the day if a staff member can visually see symptoms of sickness in a child, the child is not participating, or is extremely fussy.
- If a child is sick on site, they will wait for their parents to pick them up, in an isolated area, away from the group and with a staff member.
- If there were to be a confirmed case of Covid-19, the YMCA will follow CDC guidelines and may need to shut down our facility for proper cleaning & disinfecting. Parents would be notified by email.





# Groups

## Teachers

Mrs. Koehler

Mrs. Kondas

**Two's**

**Three's  
AM**

**Four's  
AM**

**Three's &  
Four's PM**



# Drop Off Procedures

- Will be staggered by 15 minutes to ensure social distancing.
- A teacher will meet you at the entry door and guide you through the process.
- Your child will step on designated area marked on the floor where the staff will take their temperature and perform a visual health check.
- If the temperature is under 100.4°F, the designated staff will take them to their classroom and you can go.
- The staff will give your child hand sanitizer before entry.
- The staff will sign them in for you .
- Our staff will wear a face mask. We require that you do the same.
- Please allow for extra time so we can follow all new safety procedures.
- Please be patient as you wait your turn to get your child safely dropped off.

# Pick Up Procedures

- There will be a designated staff member at the door to help during pick up time.
- **If you are picking up your child early please call your child's classroom and give the teacher a heads up.**
- **Two's and three's class 724-519-5449. Four's class 724-519-5435.**
- The staff member will bring your child from the classroom and sign your child out.
- Our staff will wear a face mask. We require that you do the same.
- Please allow for extra time so we can follow all new safety procedures.
- Please be patient as you wait your turn to get your child safely picked up.
- You will pick up your child in the same area as drop off.



# Face Masks In Preschool

- Staff and participants will be required to wear face masks during the day, as required by CDC guidelines, Pennsylvania, and Allegheny County.
- We understand this will be a challenge; therefore, our first lesson plan will be dedicated to helping the children to understand and follow our new procedures and PPE policies.
- We ask that you please label your child's mask with their name.



# Handwashing In Child Care

- Children will have their hands sanitized at entry to the building. Handwashing with soap & water will happen upon entering the classroom. Staff will be required to wash their hands when entering the classroom.
- Handwashing with soap and water will happen at entry, after bathroom breaks, after playing outdoors, and anytime we feel it is necessary.
- Hand sanitizer will be used outside as necessary.





# Keeping a Clean Environment

- We will be cleaning and sanitizing throughout the day, following guidelines set by the Center for Disease Control (CDC), Department of Human Services (DHS, and Eco Healthy Childcare.
- Our staff will be diligent in following our opening and closing cleaning procedures to ensure a healthy and clean environment for all participants.
- Staff will disinfect any shared equipment and material after each use.



# Social Distancing in Preschool

- We will provide visual markers on the floor for when children are dropped off and picked up, wash hands, and line up for outdoor play, circle time, school time and play time.
- We eliminated snacks as a form of precaution since at this time children will need to sit closer without a mask. This may change as we continue to get new guidelines.
- Circle time will be adapted to space children out further instead of everyone being on the carpet together.



# What to Bring to Preschool?

## Face Mask

Upon request:

**Pull-Ups**

**Wipes**

**Extra clothes**

# What NOT to bring to Preschool

- Backpacks
- Toys
- Blankets, pillows, stuffed animals
- Outside food



# Behavior expectations at Preschool

It has been our practice to work out a plan that gives children multiple opportunities to improve behavior when necessary. We will follow our normal procedures to the best of our ability. Unfortunately, with our new circumstances, we must be stricter and will have less flexibility if a child is non-compliant with our new regulations and policies. This is for us to ensure the health and safety of all program participants and staff. If a child has a difficult time and can not comply with respecting others' personal space, belongings, or materials, is physical with others, or is breaking social distancing protocol, unfortunately we may need to terminate care for this child.

# General Information

- If parents have any questions or concerns they can call their child's classroom, preferably before or after class time. Teachers will check messages, including voicemail and email, and will get back to you as soon as possible.
- Parents/Guardians can email teachers at:
  - Mrs. Koehler – Four Year Old Class Teacher at [tkoehler@ymcapgh.org](mailto:tkoehler@ymcapgh.org)
  - Mrs. Kondas – Two Year Old & Three Year Old Class Teacher at [mkondas@ymcapgh.org](mailto:mkondas@ymcapgh.org)
  - Ms. Liz – Childcare Director, Sampson Family YMCA at [egonzalez@ymcapgh.org](mailto:egonzalez@ymcapgh.org)



# Medications

- As always, we will not administer medication other than life saving medicines like epi pens, and inhalers.
- If your child has one of these medications please remember that medications need to be in their original box with a prescription with the child's personal information.



## Anything we can do?

- Please let us know if you have any questions, concerns, or any information you want to share with us to give you the peace of mind that you need. Thank you for choosing us before all of this, and more importantly, for trusting us during these difficult times. We take it very seriously and we want you to know that we are doing everything in our power to keep your children happy and safe.

Thank you,

Liz Gonzalez

[egonzalez@ymcaph.org](mailto:egonzalez@ymcaph.org)

(724) 519-5442