



PARENT HANDBOOK

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Mission Statement

Beth Am Early Childhood Center strives to provide our children with the basic building blocks of early education through a program that is rich in Jewish values, culture, traditions and love for Israel. A special emphasis is placed on the value of friendship and fostering each child's social and emotional growth.

Beth Am Early Childhood Center Philosophy

Beth Am Early Childhood Center embraces the philosophy that through an environment filled with warmth, respect and imagination we can foster the development of the "whole" child. We focus on the social, emotional, physical, cognitive and spiritual well being of each child. It is our belief that by learning through play, children are empowered to reach the goals of our early childhood education program. Our nurturing environment provides opportunities for exploration, discovery and hands-on experiences at each developmental level.

Beth Am Early Childhood Center is committed to helping children become independent learners whose self-esteem and self-confidence will enhance their ability to explore the world around them.

Beth Am Early Childhood Center provides an environment in which children come first and each child feels unique and encouraged to reach his/her own potential. We encourage parent involvement and strive to establish a strong link between school and home.

History of Beth Am Early Childhood Center

Beth Am Early Childhood Center (ECC) is now entering its 30th year. We have come a long way from our tiny beginnings in a converted tire store in Solana Beach to our beautiful new home in Carmel Valley. Ours is a history of dedicated individuals truly concerned for the welfare of our children.

Congregation Beth Am was formed in 1982 by a core group of families seeking to introduce Conservative Judaism into San Diego's North County. The synagogue grew steadily and new programs, including the Jewish Learning Center (JLC) for school age children, were established.

In 1991 Rabbi Zuckerman became the spiritual leader of Congregation Beth Am. He helped transform the congregation by creating many vibrant programs for families. Rabbi Zuckerman dreamed of creating a preschool. The dream became a reality in 1993 with the establishment of Beth Am Preschool in Solana Beach, with an enrollment of about 20 children and a small staff of dedicated and spirited preschool educators.

As our synagogue continued to thrive, it became apparent that the Solana Beach facility would no longer be able to accommodate us. In 1994, a capital campaign was initiated and the process to secure property, and ultimately build a new complex, was underway. On an emotional Labor Day in 1997, Congregation Beth Am moved from Solana Beach to our wonderful home in Carmel Valley.

Our new complex was constructed in three phases. Phase 1 included the acquisition of the land, its development, and the placement of modular buildings which housed our JLC, Early Childhood Center and Administrative Offices. Phase 2 included construction of the sanctuary, social hall, kitchens, bathrooms, lobby and vestibule. Phase 3 which was completed in September 2017 includes the construction of the permanent facilities for the JLC, Early Childhood Center, Administrative Offices and Beit Midrash.

The first High Holy Days at our new shul took place in September 1999. At that time Rabbi David Kornberg joined our Synagogue family as Assistant Rabbi. Over the years both Michael and Rachel Kornberg attended and graduated from our Early Childhood Center. Today, our congregation has over 500 families and Rabbi David Kornberg is the spiritual leader of the community. His devotion to education and children enriches the lives of our preschoolers. Currently, our Early Childhood Center has an enrollment of approximately 150 children and a dedicated professional staff of 30 educators and administrators.

Rabbi Matthew and Liz Earne joined our community in 2006 after arriving from New York. Their children, Jonah and Gabriella, are graduates of Beth Am Early Childhood Center. Rabbi Earne meets with our students on a weekly basis to celebrate Shabbat and enhance the children's spiritual experience.

In December 2014 we opened The Nursery. The Nursery serves our youngest students, ages 3 – 24 months, while the Preschool and Toddler Program serve children ages 18 months – 5 years old.

Absences

Please notify the ECC if your child will be absent. Any sicknesses, including suspected communicable diseases, should be reported to the ECC office immediately. Children who have been under a doctor's supervision for an illness should return to school when they have been cleared, and, where applicable, a doctor's note may be required. There is no tuition credit given for absences.

For further information regarding medical absences please see the Health and Safety section and COVID-19 Protocol.

Holidays are exempt from tuition credits, as the tuition schedule is based on a nine-month contract. There is no tuition credit given if a child's attendance days fall on a holiday.

Admission

Beth Am Early Childhood Center and The Nursery welcome all children within the ages of three months to five years, of all races, religions, national origins or ancestries. Children need to be toilet trained to participate in our Pre-Kindergarten classes (4 & 5 years old).

Priority enrollment is offered to returning students and members of Congregation Beth Am on a first come, first served basis. A waiting list is maintained on a yearly, on-going basis once classes reach capacity.

ECC applicants will receive confirmation of placement following the receipt of the registration form and a non-refundable application fee of \$450/\$500. \$400 of the application fee is applied to the final tuition payment.

Date of birth, gender and number of days attending school determine class placement.

Upon admission, each family is required to make a one-time payment of \$20/child for earthquake supplies.

Arrival and Pick-up (Please see COVID-19 Protocol addendum for additional temporary procedures)

Our school day begins at 9:00am. In order for your child to transition comfortably into the class, it is important to have your child at school by 9:00am. All children must be accompanied by a parent or caregiver over the age of 18 to the classroom and signed in (full legal signature) as required by the California Department of Social Services.

The school day ends at 1:00pm. All children must be signed out (full legal signature) by a parent or caregiver over age 18 as required by the California Department of Social Services. Promptness is appreciated in picking your child up at the end of the school day.

Behavior Policy

The staff of Beth Am Early Childhood Center believes that when children are engaged and challenged in their learning environment, there are fewer opportunities for behavior problems. In the event that behavior modification is necessary, the following steps will be followed:

1. The child will have a “cool down” period in the classroom. If this step helps the child regain self-control, no further steps will be necessary. The parent may be notified of such a “cool down” period.
2. Should the child need to be removed from the classroom, if a “cool down” is not successful, or the behavior persists, the child will be brought to the Director’s office where the child will be spoken with and reminded of appropriate behavior. Parents may be called or otherwise notified.
3. Should the child continue to exhibit behavioral issues that detract from the child’s peers and/or are outside the range of typical behaviors for this child’s age, the Director may set up a meeting with the child’s parents and teachers to structure a plan that will help to reinforce the child’s appropriate social-emotional development at school.
4. If the child continues to act up in a way that is detrimental to the child, and/or the class, a developmental assessment/professional observation for the child may be required. To comply with any recommendations arising from such an assessment, the ECC will partner with the therapist/doctor in creating a supportive environment where possible. The more information that can be shared with the ECC regarding a child’s specific need(s), the more effective the ECC can be in supporting the child.
5. In the event that all of the above steps have been followed and the child, remaining in the program, is inhibiting his or her own personal growth and/or the safety of his/her peers, the ECC may ask for the child to be removed from the ECC on either a temporary or permanent basis. This is a last resort and only occurs after the ECC has concluded that this is the only possible outcome.

Birthday Celebrations (Please refer to temporary changes in COVID-19 Protocol addendum)

Birthdays are an exciting time, celebrating one of the greatest life cycle events. Just as each family has their own birthday celebration traditions, we at the Beth Am ECC also have our own traditions. We appreciate your cooperation in sharing the following traditions:

1. When inviting children to a private celebration outside of the school, please bring invitations/thank you notes for every child in the class or please mail the invitations/thank you notes directly to the children’s homes.
2. Parties outside the school should not be scheduled during Shabbat (Friday evening after sunset until Saturday when the stars are out), or on religious holidays in order to ensure that all the children are able to attend. Please contact the ECC office if you have any questions. Additionally, we ask that when planning the menu for your child’s home party, you follow the school’s dairy food guidelines so that all children may partake.
3. If you would like to have a celebration at school, please coordinate the time with your child’s teachers.

4. As set forth in Congregation Beth Am's Kashrut Policy**, all food shared at the school must be certified kosher and peanut free. In order to maintain this policy, the ECC requires serving one of the following foods for children's birthday celebrations. It is your responsibility to provide the school with this treat at least one day prior to the celebration.
- Nestle/Carnation/Fat Boy ice cream sandwiches or ice cream cups
 - Tofuties
 - Breyer's / Dreyer's ice cream (chocolate or vanilla)
 - Cupcakes (kosher section at Ralph's La Jolla)
 - Fruit (melon, watermelon or strawberries) brought to school unwashed and uncut
 - Vanilla ice cream bonbons or mini cones from Trader Joes

Please do not send in any party favors or balloons. Instead, we encourage families to make a **Garden Gelt** donation in honor of your child's birthday. Please see the ECC office to make your donation and receive a certificate to present during the birthday celebration.

****Please see the Kashrut Policy Addendum at the end of this Handbook.**

Classroom Volunteers and Room Parents (Please refer to temporary changes in COVID-19 Protocol addendum)

Classroom volunteers are welcome on a regular basis as well as for special programs and projects. Please contact your child's teachers or the ECC administration for more information or to schedule a time to volunteer.

Clothing

A great deal of the children's time will be spent in active and creative activities. For this reason, it is important that the children are in comfortable play clothes that can get messy.

For safety reasons, children must wear closed toe shoes to school. (No Crocs please!)

All children need a complete change of clothing, including underwear, socks (and an older pair of shoes for those who are toilet training), to be kept at school. Please label all clothing with a permanent marker. **Launder and replenish as needed to ensure a clean change of clothing is always available.** If your child does not have a change of underwear, the ECC will provide him/her with a new pair, and you will be charged \$5.

Children in diapers should supply a labeled package of diapers and wipes. Your child's teachers will notify you when more supplies are needed.

Children who are in the process of toilet training need several changes of clothing. Please be sure to keep a supply in your child's cubby to ensure his/her comfort.

Criminal Background Check Policy

All permanent and substitute teaching staff and administrators are required to be fingerprinted and have a clear criminal background check prior to beginning work at Beth Am Early Childhood Center.

Curriculum

“Play is the highest form of research.” (Albert Einstein)

At Beth Am ECC we recognize that children’s social/emotional development is intricately bound with their cognitive growth, and when encouraged to think, create, explore and wonder, they will become lifelong, enthusiastic learners.

Our educational program combines a Judaic and secular curriculum that is explored through individual and collaborative activities. Our curricular goals are stimulating, age appropriate and are achieved through our philosophy of learning through play. Our curriculum is based on an integrated approach to early childhood education, which encourages each child to discover the world through experiences in the social, emotional, academic and physical areas of their development. The following curriculum activities are offered weekly:

- Art
- Cooking
- Creative/Dramatic Play
- Gardening
- Judaica
- Math
- Music and Movement
- Reading and Writing
- Science
- Verbal Expression and Language Acquisition

Just like a tall tower of blocks is built upon a solid foundation, so too is a child’s boundless quest for knowledge built upon a solid foundation of early skills. Upon graduation from Beth Am ECC, children will have acquired academic as well as social/emotional skills that are essential for a successful transition to kindergarten and throughout their lives.

Enrichment Enrollment

Enrichment classes are offered to children registered in the three and four year old (Gamal and Arieh) ECC programs. Enrichment classes run for 6-12 week sessions, beginning when school classes are dismissed and ending at 2 PM. Specific class information will be sent out one to two weeks prior to the beginning of each new Enrichment session.

1. **The ECC office will begin accepting registrations after 8:00 pm on the designated date via email.** Each registration email will be assigned a number and enrollment will be processed in this order.
2. Parents may request a maximum of five classes for each child, to ensure that each child will be enrolled in at least one of his/her top choices. Please expect to be assigned to no more than two or three classes.
3. **Individual checks should be written for each class requested and handed in to the ECC office the morning following registration.** If a child does not get placed in a class, the check written for that class will be returned to the parent.
4. The forms and payments will be processed by the administration and confirmation will be returned a few days after registration.
5. A waiting list will be maintained for the duration of the current session. If spaces become available during the current session, children will be assigned based on the order waitlisted.

Extended Care

Families must register their children in advance for extended care, **as drop-in extended care will not be available for the upcoming school year due staffing ratios.**

The extended care afternoon program includes a variety of indoor activities, outdoor time and snack. Children will be offered a rest time at 1:15 PM. Each child who requires a nap in the afternoon will have a labeled cot to use with their own labeled bedding. Parents will send bedding to keep at school, including 1 fitted crib sheet and 1 light blanket. If a lovey is required, it must stay at school and be machine washable. No pillows please. Children's bedding will be stored in individual closed containers, and laundered at the school on a weekly basis.

Extended Care Options (Fees added to your child's yearly tuition:

- **7:30 AM – 5:30 PM:** \$7,400 (average cost of \$7.00 per hour).
- **8:00 AM – 4:30 PM:** \$6,600 (average cost of \$8.50 per hour).
- **8:00 AM – 3:30 PM:** \$5,700 (average cost of \$9.50 per hour).
- **9:00 AM – 4:30 PM:** \$5,700 (average cost of \$9.50 per hour).
- **9:00 AM – 3:30 PM:** \$4,800 (average cost of \$11.00 per hour).

Please note...a late fee of \$1 per minute will be applied after 5:30 PM, Monday through Thursday. On Fridays, a late fee of \$2 per minute will apply after 5:30 PM. **This late fee is payable directly to the teacher on duty at the time of pick up.**

Health Policy During COVID-19 Pandemic

Any child displaying COVID-19 symptoms during the school day will need to be picked up immediately (within 30 minutes).

- **Fever over 99.9°F**
- **Cough**
- **Headache**
- **Difficulty breathing**
- **Sore throat**
- **Frequent nasal discharge**
- **Loss of taste or smell**
- **Vomiting or diarrhea**
- **Rash**

We will send home any child (or staff member) who exhibits any of the noted signs of illness, even if they do not have a fever. If a child has a diagnosis other than COVID, a physician may send a letter of clearance to return to school earlier.

Please notify the ECC immediately if your child has been exposed to or has contracted COVID-19 or another contagious disease.

Parents must provide a doctor note notifying the ECC of any allergy or other chronic condition. All children must have up to date immunizations as required by the Department of Health and Social Services for preschool attendance.

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Additional Health and Safety

Head Lice

Any child found to have head lice/nits will be sent home and may return to school only with doctor or lice service clearance letter. Students will be checked for lice following all major school breaks.

Earthquake Supplies

Upon admission, each family is required to make a one-time payment of \$25 (per child) for earthquake supplies.

Emergency Information

It is the parents' responsibility to update emergency contact information as needed.

Medication

Prescription medication can be administered at school if accompanied by a doctor's note and a parental consent form. Please notify the Director if your child needs medication administered while he/she is at school. Do not send any medication in lunch boxes. Over the counter medications may be provided by the parent and dispensed to a child, in case of emergency, with the permission form completed and turned into the ECC office (at the end of Handbook).

Sunscreen

It is the responsibility of the parent/caregiver to apply sunscreen on child/ren prior to arriving at school. Sunscreen will not be provided by the school. If your child requires a reapplication in the afternoon, a permission form (provided at the end of the handbook) and sunscreen must be given to the teachers.

Incident/Accident Reports

Each child must have an emergency treatment consent form on file with the ECC office.

If a child receives a minor injury while at school, it will be cleaned with soap and water and covered with a bandage. Rubber gloves will be worn while treating open wounds. In more serious situations, bites, head injuries, the parent will be notified immediately. In case of an injury which requires medical attention, the paramedics will be called to the school immediately.

If a conflict between children results in an injury to any child, it is the policy of Beth Am Early Childhood Center to report this to parents by means of a written incident/accident report.

The incident/accident policy requires that any injury, no matter how minor, must be reported to the Director. A written form will be filled out for every injury explaining the injury and its treatment. A copy will be sent home with the child and one will be kept on file at the ECC.

Lunches and Snacks

Following our philosophy to model appropriate behavior for children, we provide fresh, healthy snacks on a daily basis. Beth Am Early Childhood Center asks parents to also model appropriate dietary habits by providing nutritious lunches and beverages for their child/ren. Gum, candy or soda sent in a child's lunch will be returned to the child's lunch box to be taken home. **Please do not send your child to school with food that needs refrigeration or heating.** Please send utensils, napkins and straws as needed.

In accordance with the kashrut policy of our synagogue, all lunches must be "DAIRY". No meat products will be acceptable. Fish, including tuna, are considered parve and are acceptable (excluding shell fish). Please refer to Congregation Beth Am's Kashrut Policy Addendum at the end of the Handbook for a more detailed explanation of what is considered kosher and dairy.

Peanut and tree-nut allergies are prevalent in school-age children. Due to the sticky nature of peanut butter, it can be inadvertently transferred from a child's hand to a toy, a chair, playground equipment or the faucet at the bathroom sink. In order to keep all children safe, **THE ECC IS PEANUT AND NUT FREE.**

Rights of the Department of Social Services

Our License is obtained through the department of Social Services, Community Care Licensing. As outlined in Title 22, section 101200:

- a. The Department has the inspection authority specified in Health and Safety Code Sections 1596.852, 1596.853 and 1596.8535.
- b. The Department has the authority to interview children or staff without prior consent.
 1. The licensee shall ensure that provisions are made for private interviews with any children or staff members.
- c. The Department has the authority to inspect, audit, and copy child or child care center records upon demand during normal business hours. Records may be removed if necessary for copying. Removal of records shall be subject to the requirements in Sections 101217I and 101221(d).
 1. The licensee shall ensure that provisions are made for the examination of all records relating to the operation of the child care center.
- d. The Department has the authority to observe the physical condition of the children, including conditions that could indicate abuse, neglect or inappropriate placement.

Shabbat and Holidays

Celebrating Shabbat and holidays throughout the year are special times at school. Children are encouraged to bring tzedakah (charity) to do the mitzvah of sharing on these special occasions. At the end of the year, tzedakah collected from all the classes will be given to a charitable organization. Our students will be learning about and celebrating Shabbat and holidays with the Rabbis in the sanctuary.

Holidays such as Valentine's Day and Halloween are not celebrated at Beth Am ECC.

Student Confidentiality

Children's records are accessible only to parents, a legal guardian, Beth Am ECC employees and the state-licensing examiner. A child's enrollment will not be verified to anyone without your consent.

Teaching Faculty

In keeping with our school philosophy, the ECC provides an environment in which children come first and each child feels unique and encouraged to reach his/her own potential. This is a warm, nurturing and welcoming environment created by our trained and dedicated teaching team. All teachers and assistant teachers meet, and in most cases exceed, the State of California requirements for early childhood education. The ECC strives to retain teachers for many years. As the school is in its third decade, we are proud that most of our teachers have been with the school for over five years, and many for over 15 years! As required by the Department of Social services all of our faculty members are fingerprinted and cleared of any criminal background. They are all CPR and first aid certified every two years. Additionally, teachers have all received COVID-19 vaccines.

Toilet Training Protocol

Your child's teachers will partner with you as you begin the process of toilet training. They are always happy to share with you signs of readiness that your child has exhibited at school. Children should only begin this process when THEY have demonstrated readiness. Starting too early may prolong the process and cause stress for the child, leading to emotional and behavioral challenges. Partnering with your child's teachers allows us to maintain a hygienic environment, conducive to the ongoing learning taking place in your child's classroom.

As you begin to notice the signs of readiness in your child, please check in with your teachers so that we can keep the number of children simultaneously toilet training to a minimum, allowing for greater individualized support for your child. The ideal number of students toilet training at one time is three or less per class.

Please check all toilet training signs of readiness that apply to your child:

- Asks to wear “big kid” underwear
 - Puts on and takes off clothes independently
 - Exhibits facial expressions, postures, words or behaviors that indicate the child is about to urinate or defecate
 - Has regular, predictable bowel movements and nighttime bowel control
 - Shows discomfort with soiled diapers and wants to be changed
 - Shows interest in using the toilet; demonstrates a desire to learn to control bladder and bowel function
 - Demonstrates stable posture while sitting on toilet
 - Stays dry for two hours at a time or during naps
 - Uses sufficient expressive language skills to communicate the need to urinate or defecate
 - Has sufficient receptive language skills to follow simple two-step instructions
- (Excerpt from American Family Physician Journal, October 15, 2019, pg. 468-474)

Additionally, the ECC office has up-to-date literature on the topic available for parents.

In order for your child to feel most comfortable, we strongly encourage that you begin the process over a 3-4 day weekend (or best over a longer school break). This will enable your child to experience using the bathroom in his/her own home environment prior to transitioning to school and public restrooms.

Once you have attempted the toilet training process at home, please share your progress/status with your child’s teachers. Prior to wearing underwear to school, a child should be successful the majority of the times that s/he urinates AND makes bowel movements. Until such time, pull-ups are required, and the teachers will still continue to take the child to the bathroom regularly. Occasional accidents are to be expected but consistent, daily occurrences signal a lack of readiness on the child’s part. Please dress your child in elastic pants that s/he can pull up and down independently. Once your child transitions to underwear, please make sure that they wear briefs. Additionally, children will still need to wear a pull-up or diaper at nap time during the toilet training period or until they consistently wake up dry.

Your teachers are here to support you and your child. Please review with them the techniques that are working well at home, so that they can extend them to the school environment. Please note: at school we do not use portable toilets, however, our toilets are sized for young children.

Please be sure to stock your child’s cubby with several changes of clothes (including underwear, socks and shoes). Soiled clothes will be sent home in a plastic bag. Occasionally underwear may be discarded if too messy to bag and send home.

A child that has more than one accident per day at school after two weeks will be asked to wear pull ups for a period of time until signs of toilet training readiness are recognized by both parents and teachers.

Beth Am Kashrut Policy Addendum

Congregation Beth Am, being a Masorti (Conservative) synagogue, upholds the values and laws of Kashrut. This means that **all** food items brought to, or consumed on, Congregation Beth Am property, must conform to the following policies. Catered affairs, organized through the Catering Manager, are subject to the kashrut policies set forth in the catering contract.

1. Personal food. All personal food brought into the synagogue or onto the property, must be dairy or *Pareve*, which is neither dairy nor meat. In other words, food must not 1) have any meat in it, 2) be made with meat or meat products or 3) have shellfish (such as in sushi). Even a small amount of meat or shellfish will make that food “Meat” and is therefore not allowed onto the campus. In order to ensure that there is no accidental mixing of meat and dairy, even meat that comes from a Kosher home is not permitted.
2. Shared Food. All food brought into the synagogue to be shared with others must be *hekshered* (certified Kosher) with an acceptable label. This includes preschool birthday parties and other special events. No food made at home (regardless of observance level in the home) will be allowed to be shared at any event at the synagogue. A *Heksher* is a mark on the package of food that shows it has been supervised by a rabbi and certified to be Kosher. The letter “K” alone, **does not qualify** as a *Heksher*. There is no way to copyright a letter of the alphabet, so anyone may put it on the packaging whether or not there was supervision.
3. Pesah. Because of the particular nature of the Laws of Passover, food that is not made on the premises, under supervision, will not be allowed during Pesah.
4. Use of Personal Food in Public Areas. In order to insure that people with different levels of personal kashrut are able to use our facilities, the following guidelines have been established:
 - No personal food will be allowed on synagogue dishes. Please use paper or plastic.
 - When using a common appliance, such as a microwave, please ensure that your food is wrapped so that it does not splatter or spill.
 - Please use care when rinsing your dishes.
5. Marit Ayin. In Judaism, we are cautious not only to avoid transgressing Jewish Law, but also to avoid the appearance of transgressing. This is called Marit Ayin, literally causing a bad eye or sight. In order to ensure that people do not misinterpret our Kashrut Policies here at Congregation Beth Am, food that is in packaging from non-kosher restaurants, even if for personal use, will not be permitted. This does not include drinks that may be in a cup from the restaurant, nor dairy foods from a coffee house or bagel vendor. These will be allowed, as it is clear that these items are both personal and dairy.

COVID-19 HEALTH PROTOCOLS ADDENDUM

COVID-19 Updated Health Policy

Any child displaying COVID-19 symptoms during the school day will need to be picked up immediately (within 30 minutes).

- **Fever over 99.9°F**
- **Cough**
- **Headache**
- **Difficulty breathing/shortness of breath**
- **Sore throat**
- **Nasal discharge/Congestion**
- **Loss of taste or smell**
- **Vomiting or diarrhea**
- **Rash**
- **Fatigue/body aches**

We will send home any child (or staff member) who exhibits any of the noted signs of illness, even if they do not have a fever. If a child has a diagnosis other than COVID, a physician may send a letter of clearance to return to school earlier.

Please notify the ECC immediately if your child has been exposed to or has contracted COVID-19 or another contagious disease.

Parents must provide a doctor note notifying the ECC of any allergy or other chronic condition.

All children must have up to date immunizations as required by the Department of Health and Social Services for preschool attendance.

Quarantine and Isolation Guidelines:

- A child, age 2-5 years, or teacher who has been exposed to COVID and does not have any symptoms will be allowed to continue attending school, while wearing a well-fitting N95 mask (or similar). Monitoring for symptoms will be required as well as a PCR test on day 5.
- In case of a continuous home/family exposure (where the sick family member remains in the home) a child, age 2 - 5, will be required to quarantine for the duration of the family member's positive period (up to 10 days) PLUS five more days. The student will be required to take a PCR test on their day 5 prior to returning to school. Continued attendance at school on day 6-10 will require monitoring for symptoms and wearing a well-fitting N95 mask (or similar). Children under age 2 or those unable to wear a face mask continuously, will need to extend their quarantine at home to 10 additional days after the family member is negative. If the family member relocates for the duration of their illness then the exposure would not be considered ongoing.
- A child, under age 2 years, who has been exposed to COVID and does not have any symptoms will be allowed to continue attending school. Monitoring for symptoms will be required as well as a PCR test on day 5.
- A child or teacher who tests positive may end isolation after 5 days, provided they test negative with an antigen test on day 5. Children age 2-5, and teachers, must wear a well-fitting N95 mask (or similar) on days 6-10. A child under age 2 years, or anyone unable to wear a mask continuously, who tests positive will have to isolate for 10 days.
- A child may continue attending school while a family member exhibits symptoms. If a family member receives a positive test result, the child will follow guidance for exposure.

State Licensing Requirements

- State licensing/San Diego Department of Health regulations require that we send home any child/staff member who exhibits any of the noted signs of illness.
- Please notify the school at once if your child has been exposed to or has contracted COVID-19 or another contagious disease.
- If your child is absent due to a contagious disease, please refer to the current COVID-19 Health Policy for returns to school guidelines.
- Parents/caregivers must notify their child's teacher and the ECC administration of any allergy or other medical problem, such as food or insect bite allergies.
- All children must have current immunizations as required by the Department of Health and Social Services for preschool attendance.

Travel

- A child or teacher (regardless of vaccination status) who travels out of state may return to school immediately, provided s/he has a negative antigen test result upon return, monitors closely for symptoms and has a second negative antigen test result on day 5 after return.
- Please check with the ECC office before scheduling any trips as the COVID-19 guidelines change regularly.

Flow of Foot Traffic and Social Distancing in the ECC

- Face masks for most programs are optional for students, teachers and parents.
- Student attendance will be recorded at the welcome desk each morning. The Directors will be available to speak with parents at the table each morning at 8:30-9:15am.
- The walkways within the school are marked as one way.
- Any parent needing to use the restroom will be directed to the synagogue administration bathroom.

Morning Drop Off & Afternoon Pick Up Procedures

- Sign in sheets and hand sanitizer are available on a table outside each classroom at the parent station. Parents are required to sign in/out daily.
- Parents cannot enter the classrooms. Parents meet teachers at the door, where they will say "goodbye" or "hello" and transfer their child to the teacher. If your child's class is on the playground at pickup, the same procedure is followed. Parents may not enter the playground areas.
- Parents are asked to keep in-person conversations brief. We have created class-specific email addresses to facilitate communication between parents and teachers. Emails will be responded to within 24 hours. In case of an emergency or urgent matter, contact the ECC office directly!

School Cleaning Protocol

- All classroom floors, chairs, counters and sinks are cleaned and disinfected daily (or more as needed). Classroom tables are cleaned and disinfected before and after each meal time.
- Our bathrooms are outfitted with touchless toilet flushers, faucets and soap dispensers. The bathrooms are disinfected daily.

- A bucket for toys that have been in a child's mouth are placed in each class. Such toys are disinfected daily.

Classroom Guidelines & Protocols

- Please keep a full change of clothes in your child's cubby at all times.
- Students and staff members wash hands with soap and water for 20 seconds multiple times throughout the day, specifically after using the restroom and before/after mealtimes.
- Snacks are made by one or two staff members in our kitchen and delivered to an outdoor table for each teacher to pick up. The staff member preparing the snack wears gloves while preparing snack.
- Outdoor play areas are used for one grade level at a time, on a rotational basis.
- Classroom windows are kept open as much as possible to allow for ongoing ventilation.
- All full-time children who are entering Gamal or younger classes have a daily rest/nap time. Cots will be arranged 6' apart and children will lay in a head to toe formation.
- Each student has a labeled cot to use with his/her own labeled bedding. Parents send bedding to keep at school, including 1 fitted crib sheet and 1 light blanket. If a lovey is required, it must stay at school and be machine washable. No pillows please. Children's bedding will be stored in individual closed containers and laundered at home on a weekly basis.
- Nursery families send 5 clean, labeled crib sheets weekly, which are sent home to be laundered.



Parental Consent: Medication

Start Date: _____ End date _____

I, _____, authorize the Director or a
(Parent Name)
teacher designated by her to administer the medication described below to my
child _____.

Medication name: _____

Dosage: _____

Teething Drops: _____

Time or Interval at which each dosage is to be administered: _____

(We will obtain written permission from you prior to the administration of any medication that is provided on an "as needed" basis)

I understand that the Director or a teacher designated by her will administer only the medication described above, which I have provided to Beth Am Early Childhood Center. If the medication or dosage changes a new form of parental consent is needed.

Signature: _____



Parental Consent: Sunscreen

I, _____ give the teachers at Beth Am Early Childhood Center
(Parent Name)

permission to apply sunscreen _____ to my child,
(Brand of sunscreen)

_____ as needed as of _____.
(Date)

Signature: _____