



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PROCEDURES AND INFORMATION FOR PARENTS FOR REOPENING F.M. Kirby Children's Center

The below information was adapted from the New Jersey Department of Children and Families "Guidance for NJ Child Care Facilities on COVID-19 related Health and Safety Requirements" and the CDC requirements for reopening child care centers, as of May 29, 2020.

What to expect at drop-off:

1. There will be two designated screening stations. Depending on which program your child is in, you will be notified where to park and check in.
2. All parents or persons dropping off children must wear a face mask.
3. Your child's temperature will be taken prior to entry each morning. Parents are required to complete a daily health questionnaire for their child as mandated.
4. All parents must stay six feet away from other parents and children while they wait for their child to be screened. (Follow signage.)
5. NO parents or visitors are allowed inside the building.
6. Once your child is cleared to enter the building:
 - a. Infants and Toddlers - Parents will bring their child to the back door of their assigned classroom and will hand the child to their teacher.
 - b. Preschoolers - A staff member will take the child to the classroom.

What to expect at Pickup:

1. Parents will call to let staff know when they have arrived to pick up their child.
 - a. Infants and toddlers
 - i. Parents will pick up at the back door of their individual child's classroom.
 - ii. Teacher will wash child's hands before handing child to the parent.
 - b. Preschoolers
 - i. Children will wash their hands and be brought outside to meet their parent.
 - ii. If weather permits, preschoolers may be brought out in groups or "pods" to play outside while waiting to be picked up as long as social distancing rules can be maintained.

What to Bring: Please Label Everything!

PRESCHOOLERS

1. **Two** full changes of clothes to be left at Kirby.
2. A nap sheet and blanket in a plastic garbage bag.
3. Sunscreen
 - a. Please apply sunscreen to your child before drop-off.

- b.* Please bring sunscreen for your child to keep at Kirby. NO spray sunscreen permitted.
- 4. A reusable water bottle.
- 5. Mask if your child will wear one. Per the NJDCF:
 - a. "When feasible, children shall wear face coverings within the facility."

***Individual classroom teachers may send more specific notes/instructions so please check your emails regularly.**

TODDLERS

1. **Two** full changes of clothes to be left at Kirby.
2. A nap sheet and blanket in a plastic garbage bag.
3. Sunscreen.
 - a.* Please apply sunscreen to your child before drop-off.
 - b.* Please bring sunscreen for your child to keep at Kirby. NO spray sunscreen permitted.
4. A reusable water bottle.
5. Large supply of diapers and wipes (if your child needs them).

***Individual classroom teachers may send more specific notes/instructions so please check your emails regularly.**

INFANTS

1. **Two** full changes of clothes to be left at Kirby.
2. Crib sheets/sheets for mats.
3. Sleep sack.
4. Blanket.
5. Two sippy cups.
6. Plastic bag for belongings to travel back and forth (preferably a washable one).
7. Bottles.
8. Sunscreen.
 - a.* Please apply sunscreen to your child before drop-off.
 - b.* Please bring sunscreen for your child to keep at Kirby. NO spray sunscreen permitted.
9. Sun Hat.
10. Large supply of diapers and wipes.

***NO glass items of any kind.**

***Individual classroom teachers may send more specific notes/instructions so please check your emails regularly.**