



## TCNSK Welcome Back GUIDELINES 2021-2022

We are looking forward to having students, teachers and families return to our campus for school on either, Tuesday or Wednesday September 7<sup>th</sup> or 8<sup>th</sup> for the new school year 😊

Please know that we will continue to monitor county, state and federal guidelines pertaining to the COVID-19 pandemic on a regular basis. We have made necessary adjustments to our daily routines and procedures to help mitigate the risks of spreading any illnesses to our students, staff, and the wider community. Our approach is a multi-layer preventive defense but please know that even as we do our best to mitigate the risks of transmission of any illness on our campus, there is no such thing as eliminating the risks entirely.

**At this time, wearing face masks will be OPTIONAL for all TCNSK students and staff members. However, as things in our county change we may require wearing face masks based on local, state or federal guidance in the future.**

We will continue to utilize 3 separate entrances/exits in our building for students, families, and staff to use each school day. Each area will have separate age-appropriate groups of students that will have between 12-14 students per class. TCNSK staff members will help students with daily learning activities in the classroom and outdoors, along with hand-washing help, extra sanitizing of high touch areas and personal space reminders.



## **Some of the procedures & guidelines at TCNSK are as follows:**

\*Parents are required to complete a health check of their child at home prior to leaving for school each day. **To attend school, a child must not have ANY fever or symptoms of illness present such as a runny nose, cough, sore throat, fatigue or congestion in order to attend school.**

\*Every student's temperature will be taken, using a touchless thermometer, in the back area of the parking lot by a TCNSK staff member PRIOR to admittance to the school building daily.

\*During daily drop off parents/guardians will need to use the car line procedure wherein **the student will need to exit the vehicle on the sidewalk/building side of the vehicle for safety.**

\*The parent/guardian will need to WALK the student to the entrance door specific to the child's group and meet a TCNSK staff person who will escort the student to their classroom.

\*There are SPECIFIC drop off times for each class and age group. **PLEASE be sure to only drop off your child at his/her CLASS SPECIFIC time, thank you.**

\*As per usual procedures if a student develops any symptoms of illness a parent/guardian will be called and will be required to **pick up the student within 30 minutes from the time of the call.** □

\*Sinks for handwashing and hand sanitizer stations are located throughout the school building for daily use.

\*Parents will need to provide an extra change of clothing including socks & underwear to keep at school. These items will need to be in a labeled Ziploc storage bag. We ask that NO back packs or extra bags be brought into the school building at any time.

\*Every student will need to bring their own snack/lunch bag, labeled on the outside with their name and will include a filled, refillable water bottle and an individual healthy, protein-rich snack/lunch daily.

## Daily Routines

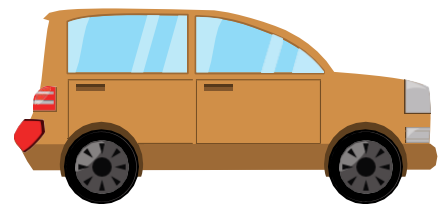
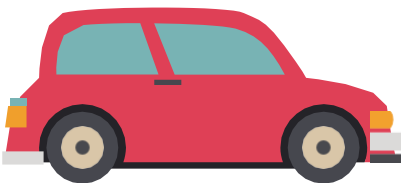


- Teachers will provide a daily schedule for each class prior to the start of the school year. The schedule will allow for outdoor lessons (weather permitting) throughout the day.
- Students will move through activity stations throughout the day and will be helped to wash their hands between activities.
- Students will wash their hands upon returning to the building and prior to dismissal daily.
- Our TCNSK and maintenance staff will regularly sanitize high touch surfaces throughout the day as is our usual practice and the entire school will be thoroughly cleaned and sanitized each day after dismissal.



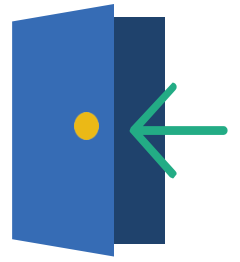
## Morning Car line for drop-off

- Will be staggered at the following times 8:30am, 8:45am & 9am and will end promptly at 9:15am.
  - Parents/Guardians will need to pull into the carline nearest your student's group entrance, place your vehicle in park, turn the vehicle off and walk the student to the door for his/her group. If a family has more than 1 child enrolled at TCNSK each child will need to be walked separately to his/her designated group entrance at the time designated for their individual class.
  - A TCNSK staff person will help each student sanitize his/her hands upon entering the building.
    - Students with temperatures of 100.4 degrees or above or who have a persistent cough, runny nose or congestion will not be permitted to attend school. **Those students are required to remain home and be free of an elevated temperature and all symptoms without medication for at least 48 hours before returning to school.**
- If you do not make the drop-off window, you will need to park in the lot, turn off your car, approach the building and wait in the designated standing spots outside the main entrance and ring the doorbell for help.



## School Group Entrance/Exit doors

The door students will use to enter/exit our building will depend on the designated group in which they are scheduled. Specific groups will be assigned prior to the beginning of the school year; you will be notified via email of your child's group.



- Group #1 will be dropped off at the NEW chapel door, the 1st set of doors when going through the car line.
- Group #2 will be dropped off at the MAIN doorway of the building, this is the 2nd set of doors when going through the car line.
- Group #3 will be dropped off at the last doors closest to the STOP sign for the car line on the way out of the parking lot.

During the day ALL doors will remain locked from the outside for safety purposes. Each group will ONLY enter/exit through their specific doors and use the bathrooms designated for their specific group in their section of the building during the school day.

## Snack/Lunch

- Students will need to bring their own peanut and tree-nut free snack (and lunch for extended day) and a reusable, refillable water bottle labeled with their name for daily hydration. These items will need to be in an insulated bag with an ice pack & the student's name written on the outside of the bag. Students will wash their hands before & after eating snack daily.



## Pick-Up Procedures

\*Parents/guardians will need to park their vehicle in the lot and enter the building through the specific group assigned door and go straight to their child's specific classroom to pick up their child.

\*Anyone picking up a student will need to provide proper photo identification and be listed on the TCNSK emergency form in order for the student to be released to their care.

\*TCNSK will provide the emergency form for parents to complete and return prior to school starting. TCNSK staff will need to have the completed form on file prior to the first day of school. Please be sure your child is safely buckled into the car before leaving the parking lot.

\*Our class dismissal times are staggered throughout the day. For the safety and welfare of all **please be on time for to pick up your child**. Thank you for your help with these procedures for pick up at TCNSK.



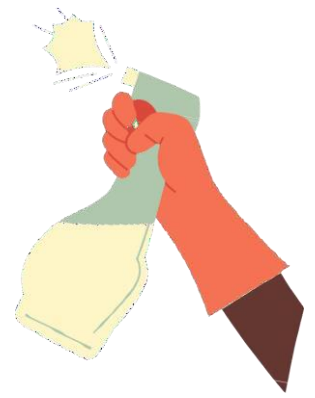
## After Dismissal Each Day

Please be sure to hold your child's hand in the parking lot, go directly to your vehicle and buckle up or safety!

In addition, there will be NO access to our school playground area after dismissal.

## Comprehensive Cleaning and Sanitizing

Cleaning begins daily at 2pm in ALL rooms used during the school day. Also, throughout the school day, doors, doorhandles, handrails, bathroom sinks and toilets will be regularly sanitized thoroughly. Additionally, safe cleaning agents will be used to disinfect all tables, chairs and toys used.



## Before Your Child's First Day at TCNSK

- Drop off the completed, signed TCNSK Voluntary Return to Campus Agreement 2021-2022 Form and the Simply Giving Automatic Tuition withdrawal form along with your September 2021 tuition payment no later than August 2, 2021. These forms and the payment can be dropped off at our main office. Summer office hours are Monday through Thursday between 9am-1pm.
- All TCNSK Forms will be sent via email to all students' parent's email address listed on the registration form. These forms will need to be completed and returned by 8/26/21, thank you.
- The forms needing to be completed and returned by our "Meet the Teachers" nights on 8/25 & 8/26 are:
  - 1) Emergency Contact Form
  - 2) Student History Form
  - 3) PA Child Health Report
  - 4) TCNSK yellow ID card

We look forward to having you become part of our  
TCNSK family ☐

Please reach out to me via email ([bethb@trintyfairview.com](mailto:bethb@trintyfairview.com)) or phone (610-584-8411) should you have any questions or require assistance.

Thank you, Beth F. Barainyak, TCNSK Director





