



## Program Details

**All parents and caregivers are expected to read to our supplemental COVID-19 Health & Safety Handbook for more information regarding school policies and procedures at this time.**

### School Set Up

- Toddler Community: One classroom (in HC) with 8 children and 2 staff (1 guide/1 assistant)
- Primary: Two classrooms, each with 10 children and 2 staff (1 guide/1 assistant)
- Admin: 1 staff (Head of School)

Staff members in each classroom will be as familiar and consistent as possible, with support from the admin team or substitutes as needed.

### Enrollment Policy

Our hope is to serve as many families who need or would like care as possible. It is possible that we will not have space for every child who registers. It is also possible that children may not be in the same classroom they were in before school closed. We will be able to increase our enrollment only if the guidelines are eased, but we have no indication of if and when this could happen. It is likely that children who are not enrolled when we reopen on August 3 will not have a space at MCH in the Fall. We will need to be at full enrollment in order to reopen.

Priority will be given on a first come first serve basis and in the following order:

1. Children of First Responders
2. MCH Staff Children
3. Children of Essential Workers
4. Children who will be attending MCH after September 1, 2020
5. Remaining Families

### Reopening Dates

- Staff return for orientation and prep on Wednesday, July 22
- Students return on Monday, August 3

### Program Schedules

- Primary 8:15-2:45 (drop-off 8:15-8:30/pick-up 2:30-2:45)
- Toddler 8:30-3:00 (drop-off 8:30-8:45/pick-up 2:45-3:00)
- Half-Day schedules, AM Care, and PM Care options have been suspended
- Drop-off and Pick-up times are staggered to maintain safety

### Days

- Monday-Thursday from August 3 - August 28 (Friday's will be staff work days)
- Monday-Friday starting September 8 (back to traditional school calendar)

We recognize opening after several months of being at home is going to be an adjustment for the children, families, and our staff. In order to comply with sanitation requirements and maintain the well-being of our staff, we have made the decision to only have school open for 4 days a week (M-Th) through August. This will

afford the staff the necessary time to maintain their environments, hold meetings, communicate with caregivers, and take time for themselves and their families. For similar reasons, we are only offering a Full-Day schedule option at this time.

### **Tuition**

- Toddler: \$1,725/month
- Primary: \$1,425/month
- 2 months tuition required to secure enrollment, which will be applied to November and December
- Tuition for August-October will be due on the first of the month

Though we have created an operating budget through June 2021, due to the uncertainty surrounding the pandemic, we are only asking families to commit to a 5 month tuition agreement covering August-December. This will provide us with some flexibility to evaluate the school's position heading into the new year. If the timing of these payments poses a hardship for your family, please contact Head of School, Nick Stocco.

### **Food/Nutrition/Personal Items**

We will be suspending all food preparation at the school for the time being. Each child will need to bring a snack, a lunch, and a water bottle to school everyday. We will continue to provide place settings, tableware, and milk.

Each child will need multiple, full changes of clothing (shirts, underwear, pants, and socks) to be kept at school. If your child has wet or soiled clothing, it will be sent home at the end of the day. Please make sure to send a replacement set back to school the following day.

### **Outdoors**

We will continue to go outside everyday. Each classroom will play in a separate area, with a separate set of outdoor materials. Groups will practice social distancing from others while out in our neighborhood. Staff will follow our normal safety protocols while outside. Everyone will wash their hands prior to going outside and immediately upon returning to the classroom.

### **Communication**

Although in person communication is not an option at this time, there are still several ways to communicate directly with the MCH staff, including: email, phone calls to the school, toddler journals, primary Transparent Classroom, and video conferencing.

It is important that families notify the school if their child will arrive late to school or will be absent due to non-COVID19 illness, vacation, etc.

We will share more details about daily life at school during COVID-19 as they become available.

If you have questions about the information below, please email Head of School, Nick Stocco at [nick@childrenshousepdx.com](mailto:nick@childrenshousepdx.com).