



Covid-19 Protocol 2021-2022

Drop off/Pick up

Each day before your child arrives at Garden Manor Nursery School, a parent or guardian must complete a Health Clearance Form for the student, and it is to be handed to a staff member at the door before your child enters the building. Health Clearance Forms have been emailed to each family and are also on our website where they can be printed at home. Your child will not be allowed in the building without a completed Health Clearance Form.

Garden Manor staff will also have to fill out and submit a Health Clearance Form each morning.

Access to the building by visitors will be greatly limited. In the case where a visitor must enter the building, they must wear a mask and complete a Health Clearance Form where they will have their temperature taken. No visitor will be permitted to enter the building without a mask and a Health Clearance Form submitted.

The School Day

Students will be given their own personal set of supplies to use. They will not share supplies. Please refer to the Parent Information Letter for specific class related information.

Staff members will wear masks during the school day.

Children will utilize sinks for hand hygiene. In addition to the obvious situations where students would wash their hands (i.e., bath rooming and before snack, as examples), students will also wash their hands throughout the day during designated times.

All surfaces and toys will be cleaned on a regular basis during class time.

Suspected/Confirmed Covid-19

If your child tests positive for Covid-19, or there is a positive test in your family, or if your child has come in close contact with someone that has tested positive for Covid-19 you must keep your child home and notify the school immediately.

Reporting Covid-19 Related Information

In the event you have Covid-19 related information to share with the school, parents are to notify the administrative team, Jennifer Barker and Pat Martin at:

notifyadmin@gardenmanornurseryschool.org

All health information is extremely confidential, and we ask that you **ONLY** contact the administrative team, *not the classroom teacher*. This procedure is in place to protect your privacy while at the same time ensuring the safety of our students and staff. Any type of test result, doctor's note or follow up should also be handled the same way.

This document will be reviewed by Administration on a regular basis and is subject to change.

We will follow childcare and daycare mandates from New York State which account for student needs, as well as health and safety.

(GMNS 8/25/2021)