



2020-2021 FAQ

When will the school year start and end?

Due to the unusual number of changes that we have dealt with in the past couple of weeks, ECP has altered its calendar to be certain that all protocols are in place to ensure the safety of your children.

School will now begin on September 9th. The week of September 9th is a gradual entry week, and all students will need to be picked up at 12:15pm.

Afternoon enrichment and full day CDO will begin on September 14th.

The exception to this is Kindergarten which will begin with full days on September 9th.

The last day of school will now be May 20, 2021.

A revised calendar will be posted to the website shortly.

What time will school start and end?

Because Edmond Public Schools has changed the start/ end time for many of its schools, ECP will need to adjust to allow families and teachers time to drop off children at multiple locations as well as to minimize traffic problems on Rankin Street in front of ECP due to new middle school dismissal times. ECP's hours will be from 9:30am – 3:00pm. Preschool children who are only participating in the morning program will be finished at 12:15pm.

How will I receive communication from the school?

Once enrolled, every family is given access to a parent portal. ECP does the majority of its communication through this portal. School wide communication is issued this way; in the event of an emergency, this is how we would pass along information; you can view and pay invoices, print tax receipts, and update shot records; and teachers use it to post updates, photos, and more. Because of the fluid situation we currently find ourselves in, this year it will be even more important that you utilize this feature. Please be sure to enable your notifications so that you will receive a text/email notifying you that something has been posted to your portal.

If my child is a returning student, do I need to do anything to enable my portal for the current year?

Your portal should remain active from the previous year. However, please update your child's picture each year to reflect their current age, and check to be sure that all of your child's information (phone numbers, address, adults allowed to pick him/her up from school, etc.) is still correct.

Will Parent Orientation be any different this year?

Parent orientation will take place as a virtual experience this year. Your child's teachers will set up a Zoom meeting for the class, and you will be able to meet the teachers, hear all about the fun things that will be happening in your child's class, and get all of your questions answered.

When will I know who my child's teachers are?

Because enrollment generally continues to shift some during this part of the summer, children will not be placed in classes until the early part of August. Once children have been placed in a specific class, it will show up in your portal.

Will my child be able to meet his/her teacher before school begins?

Yes! We will still have a meet the teacher day where you will come with your child and stay with him/her in the classroom. These will be done in small groups, by appointment only, as to limit the number of adults in the room at one time, and all parents will need to wear masks while in the classroom. Sign-ups for time slots will be available through a "Sign-Up Genius" which will be sent out by the teachers.

What about masks?

Our goal is to social distance as a group within our classroom units thereby reducing the chance of a Covid-19 widespread outbreak. Fortunately, the current set-up and schedule at ECP lends itself very naturally to this end. In an effort to reduce possible transition during high use times of the day where multiple classes are mingling (example: morning drop off, afternoon pickup, and hallway transitions), the following will be ECP's mask use policy.

- Teachers and students will have the option to, but will not be required to, wear masks while in the classroom, on the playground, or in any activities where they are with their individual class/playground groups.
- All adults and older siblings must wear a mask at all times while inside the building.
- ECP students ages Preschool 3's and older, should wear a mask during morning entry until entering the classroom and during afternoon pick-up until exiting the building.
- ECP students ages Preschool 3's and older, as well as all staff, will wear masks while transitioning in the hallways.
- All children ages Preschool 3's and older should bring a mask with them each day.

This small amount of mask wearing will be something that we turn into a fun experience for the children. Please let your child pick out a mask that he/she would be excited to wear for these very short time periods and make it something special that they *get* to do rather than something they *have* to do.

CDO children will NOT wear masks as masks in this age group are considered unsafe.

How will morning arrival be handled?

- *For CDO parents who are walking children into the building...*

Parking is reserved for ECP families in the south parking lot of the church. If you arrive before 9:30am, please wait in your cars and do not gather in large groups at the main entrance. Once you arrive at the main entrance, please maintain proper social distancing as we will be allowing smaller groups into the building at a time. Once you have dropped off your child at his/her classroom, please exit through the doors at the end of the pre-k hallway rather than back out the front doors. A walking traffic flow map can be found [here](#).

- *For preschool 3's, pre-k, and kindergarten students doing drop-off...*

Drop off is available for children ages Preschool 3's and older but will take place in a different location than in previous years. Drop off will take place in the parking lot behind the gym. You will enter the drop off line through the parking lot on the west side of the church from 10th street. Children will be dropped off at the doors to the gym where a partitioned hallway through the gym will lead children to the secure ECP classroom area. Teachers will be stationed throughout the entire area to ensure that your child arrives safely at class. You can view a copy of the drop-off and pick-up traffic flow map [here](#).

When dropping your child off, please do not allow him/ her to exit the car alone. Teachers will be available to help the children safely exit the vehicle.

Once drop-off is over, the doors to the gym will be locked. If you arrive after drop-off has finished, you will need to enter the building through the main ECP entrance and walk your child to class.

In an effort to cut down on clusters of adults in the building, we would encourage any preschool or kindergarten parent who feels comfortable doing so to utilize this drop-off option.

- *For preschool 3's and older children who are being walked in....*

We would encourage you to enter through the back doors to the gym. This will allow your child to walk the same path that he/she will if you ever choose to do car drop-off and will help them feel more comfortable when that time comes.

- Please note that if Covid-19 cases continue to rise, this process could be modified. We will let you know if that happens.

How will afternoon pickup be handled?

Prior to 2:45pm, children can be picked up at their classroom door. However, in an effort to keep the large crowd of adults in the hallways to a minimum, beginning at 2:45pm, the classroom area will be closed to adults, and children will transition to designated, socially distanced pickup locations.

CDO children will be waiting in their classrooms. A checkout table will be set up at the entry doors to the CDO hallway at the main entrance to ECP. Please wait in a properly socially distanced line, and your child's teacher will bring your child to you.

Preschool 3's and older will be picked up in a car rider line. This line will form in the same place as morning drop-off. Pre-k children will be waiting on the playground and loaded into cars from the double gate, and preschool 3's and Kindergarten will be waiting in the gym and loaded into cars from the back doors of the gym. In the case of inclement weather, all children will be loaded from the back doors of the gym where they will wait in socially distanced groups. As you enter the car pickup line, please have your child's name card attached to your visor so we can see ahead of time which children to gather to keep the line running smoothly. These name cards will be given to you at Meet the Teacher. Each student will be walked to the car by his/her teacher to ensure the safety of each child but also to allow parents and teachers the ability to touch base each day.

If you have children in both CDO and older classes, you are free to walk up and pick up your older child from their designated pickup location.

For safety reasons, no one will be allowed to park in the parking lot behind the gym during pickup or drop off. All parents who are walking children in or out of the building will need to park in the south parking lot of the church.

When does the car drop-off and pick-up begin?

During the week of September 9th, everyone will walk children to their classes at the start of the day.

- Preschool 3's and older should enter the building through the back doors to the gym so that children can begin to learn the way to their class should they start using car drop off.
- CDO children should enter through the main ECP doors.
- If you have children in both CDO and preschool, please enter through the gym so that your older child will begin to learn his/ her way to class.
- Please be patient as it may take longer to enter the building than in previous years as we will be entering in smaller groups to minimize the crowds in the hallways.

Afterschool car pickup will begin immediately on September 9th.

- During the week of September 9th, the hallways will be closed at 12:00pm when normal afterschool pickup procedures will begin.

Morning car drop-off will begin September 14th.

How do I check my child in and out?

Every person authorized to pick up a child has a unique password. This year, we have a new feature that will allow for touchless check in and check out on your phones. Please see the instructions as to how to utilize this feature [here](#). Children must be signed in as soon as they are dropped off and must be signed out before being picked up.

Will children still have Bible Time?

Absolutely! Bible Time is at the heart of what we do at ECP! Bible Time for CDO children will not change much as our smallest children have always done this with their individual classes. However, for our preschool – kindergarten children who typically meet in large groups, we will be altering the schedule. Children will still experience worship, puppets, stories, and God's truth but in a format that allows them

to remain in their classroom and have a small group follow up experience at the same time. We feel that God has given us clear direction for this, and we are excited to see what He does!

Will children still have a normal recess?

Yes! We are blessed with a large playground with multiple areas for play, and we believe outside play time is crucial for child development. We will be altering our schedule to allow for smaller groups on the playground, but all children will have the same amount of outside time that they have always had.

Are there any special considerations being made for bathroom and handwashing?

Children will be using the bathrooms in their rooms (if they have one), and classrooms without bathrooms will be sharing a bathroom with only one other class. That class will be the same class that they share the playground with. Vigorous use of handwashing/ sanitizer has always been used in our classrooms and will continue to be done. Children, at minimum, will regularly wash/ sanitize upon arrival, before and after eating, after using the restroom, after outdoor play, and after movement throughout the building.

Are classrooms cleaned and sanitized regularly?

Our current cleaning policies meet all recommendations by the CDC. Our classrooms are cleaned and sanitized daily by custodial staff. However, in addition to that, tables are cleaned and sanitized before and after every use, chairs are cleaned and sanitized daily, and toys are disinfected daily. If very small children place toys in their mouths, those toys are cleaned and disinfected before being put back in to use. Changing tables are wiped with a bleach solution in between every diaper change.

What about snacks and birthdays?

Because of Covid-19, we will be asking each child to bring their own individual snack to be eaten mid-day. Birthdays will be celebrated in the classroom but will be done in a way that does not involve special food.

What about lunch?

If your child is in CDO, Kindergarten or is staying for Afternoon Enrichment, your child will need a lunch. Teachers do not have the ability to heat up your child's lunch so please plan accordingly.

Should my child bring a water bottle?

Yes, every child should bring a water bottle with him/her every day. These are often taken to the playground with the children on hot days.

Do I need a backpack or tote?

Please do NOT bring backpacks! Teachers are required to check bags every day to be sure there is nothing in them that would be against DHS licensing regulations. Backpacks, with all their many pockets, are very time consuming to check. ECP provides each student with a free tote bag upon enrollment. If you didn't get one when you enrolled, please see the front desk, and they will help you. If you need a replacement bag, they are available for a small fee.

Are any modifications being made for CDO nap time?

CDO children will need to bring a nap mat of the “all in one” variety. These mats have a base pad, blanket, and pillow all in one piece, and they roll up and secure with Velcro straps. To view mats similar to this, see

https://www.amazon.com/s?k=nap+mat&crd=3V6S14Z7HKOFV&sprefix=nap+mat%2Caps%2C205&ref=nb_sb_ss_i_1_7

In addition, children should bring anything that makes them feel comfortable for sleeping. (stuffed animal, pacifier, etc.)

During rest time, children will be spaced 6 feet apart if possible. If it is not possible to place them 6 feet apart, children will be staggered in a head to toe pattern.

Will you still have pizza days?

Yes, pizza days will still happen as scheduled. On these days, children who are staying for lunch will have pizza and applesauce provided. The cost for this is \$5 each time and will be billed to your account.

Will you do temperature checks upon arrival?

We are asking parents to do this before bringing children to school. Young children typically do not like to have their temperature checked, and we would prefer not to have that be the way your child starts their day at school. However, if a child feels warm to the touch, a temperature check will be done.

What happens if my child gets sick or is exposed to someone with Covid-19?

ECP will follow the CDC’s guidelines regarding exposures, diagnoses, and positive tests for Covid-19.

- Anyone who has had close contact with someone positive for Covid-19 should stay home for 14 days after exposure, based on the time it takes to develop the illness.
- Any child who tests positive or has Covid-19 symptoms may return to school after three days with no fever ***and*** diminished respiratory symptoms ***and*** ten days since symptoms first appeared. Two consecutive negative Covid-19 tests given 24 hours apart would also indicate that a child may return to school. The negative test results should be provided to the school if the child is home for fewer than ten days.
- A child who tested positive for Covid-19 but had no symptoms can return to school after 10 days have passed since the test. Two consecutive negative Covid-19 tests given 24 hours apart would also indicate that a child may return to school. The negative test results should be provided to the school upon return.
- Call the school to report your child’s illness.

What if my child has a chronic cough or runny nose that is typical of small children but is unrelated to Covid-19?

Young children often have a cough or runny nose due to allergies, teething, or other non-contagious issues. Because respiratory issues are a symptom of Covid-19, children who are exhibiting any of these symptoms, will not be allowed to come to class unless ECP is provided with a doctor’s note clearing them to come to school.

What happens if there is a case of Covid-19 in the school?

ECP will report any cases of Covid-19 to the proper authorities and will follow all required guidance and requirements received. Parents will be notified if their child has had an exposure and will be given instructions as to how to proceed. It is possible that classrooms could be temporarily closed.

What happens if my child's class is closed temporarily?

Teachers will be reaching out to your children in different ways depending on the age of the child. There will be various ways in which the children will be able to connect with each other and the teacher virtually. Teachers will provide you with developmentally appropriate activities that can be done from home. Pre-k and kindergarten children will be provided with all materials necessary to continue the curriculum skills that they would be learning in person. Each teacher will discuss with you at parent orientation the means in which this will be accomplished at each age level.

Do I still have to pay tuition if school closes?

Because Covid-19 is a fluid situation that has been continually changing, it is always possible that ECP could have to close one or more classrooms temporarily. The hope is that, by social distancing in small groups, we can avoid closing the entire building and keep any closures to a minimum. However, please understand that ECP is completely funded by tuition, and that the majority of our budget goes toward payroll. Without the collection of tuition, we are unable to pay our teachers, and in an effort to reduce the risk of staff layoffs in the event of a temporary closure, ECP has enacted the attached [temporary closure policy](#) which each family will be required to sign on the first day of school.

How will tuition be collected this year?

In an effort to reduce the risk to our front office staff, some adjustments to the tuition payment process have been made this year.

1. All tuition must be paid through auto draft. This must be set up in your parent portal in two steps.
 - a. Step 1: Enable automatic payments in the portal and enter your banking information.
 - b. Step 2: Within 24-48 hours, two small deposits will be deposited in your bank account. You **MUST** come back to the portal and enter those deposit amounts to verify the account. **If you skip this process, the auto draft will not work!**
2. Auto draft of tuition will occur on the 3rd of the month rather than on the 15th.

Will we still have special events?

This is something that we will look at on a case by case basis as we go through the year. If an event can be hosted safely, we will have it; if an event needs some modification to be hosted safely, we will make modifications; and if an event can't be hosted safely, it will be cancelled.

Will the school year feel "normal" to my child?

Yes! ECP is fortunate in that we have always had small class sizes and most of what we do on a regular basis already falls well within the recommendations of the CDC. With a few modifications, we believe

we will be able to give your children the same nurturing, play-based, developmentally appropriate education that they have received in previous years while keeping them as safe as we possibly can.