



Hello, Parents!

As we cautiously and joyfully prepare for the start of this new preschool year, we want to share important information for you to review at your earliest convenience. This MBCP Protocols & Procedures update details specific action we are taking to keep our facilities safe and sanitized. Attached in this email is a Liability Waiver that must be signed and submitted before your student(s) return(s) to campus. The MBCP Protocols & Procedures and Liability Waiver may also be found on our website at [mtbethel.org/preschool](http://mtbethel.org/preschool). Our team is available to address any questions or concerns you may have. Please contact the MBCP office by telephone or email, Monday through Friday, 9am to 1:30pm.

We are excited to welcome our MBCP families back on campus very soon!

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### **DROP-OFF AND DISMISSAL PROCEDURES**

Students in three's, four's, and five's classes should be dropped off and picked up through carpool only. Students in toddler and two's classes should be dropped off and picked at his or her classroom exterior door only.

### **TEMPERATURE CHECKS**

Temperatures of students and staff members will be taken daily, prior to entry. Anyone with flu-like symptoms will not be allowed to enter. Returning to campus is not permitted without clearance from a Physician showing a negative COVID-19 test result.

### **FACIAL COVERINGS**

Faculty, staff, and visitors will be required to wear masks during carpool and in all shared spaces of the building. Students will not be required to wear masks.

### **CLEANING AND SANITIZING**

All rooms will be professionally cleaned nightly. Toy sharing/rotation between rooms will be monitored and logged. This ensures proper time and cleaning between uses.

### **SELF-CONTAINED CLASSROOMS**

Lead and assistant teacher pairings will remain with their class for the entirety of the day to limit the spread of any germs. Each class will still experience a normal change in age-appropriate activities throughout the day. Restroom, playground, and hallway time will be staggered.

### **VISITORS**

Parents and visitors will be permitted in the school building for office visits only. Temperature check and a mask required.

### **STAY AT HOME POLICY**

If a student, staff member, or any of their household family members develops symptoms and/or tests positive for COVID-19, please inform us immediately. In this case, he or she may only return after a 14-day quarantine or when a negative COVID-19 test is presented (this will be determined case-by-case).

### **AFTER CARE**

All large-group extracurricular activities are postponed indefinitely. This includes Discovery Day activities.

### **FOOD AND DRINKS**

Parents will need to provide their student with a snack and water bottle each day.

### **QUARANTINE PROCEDURES AND TUITION REFUNDS**

In the event we are asked to cease on-campus preschool operations, Mt. Bethel Christian Preschool will not provide extended virtual learning options. If we are asked to cease operations prior to the tenth of the month, refunds will be extended for that current month. If you voluntarily withdrawal your child without thirty days' notice, a refund will not be extended. If you withdrawal your child and provide Mt. Bethel Christian Preschool with written-notice by Saturday, August 1, a refund will be extended.