



# Restart Guidelines for Preschool

Hunters Glen Baptist Church  
4001 Custer Road Plano TX 75023

We have so missed our HG Families and we can't wait to see you all again! Starting June 13th and 14th, we will offer care and Bible teaching for infants - Kindergarten for the Saturday 7:00 pm service and the 9:00 am and 11:00 am Sunday services. Please note the 9:00 am service is reserved for 65 years and older and those most vulnerable, however, if you and your family prefer to attend this service, we will have preschool classes at the 9:00 hour.

In order to ensure the health and safety of our children, families and teachers, we will be taking precautions and sanitizing for each service. Taking personal responsibility for knowing and following the safety guidelines and procedures is a must for every parent. Here are some of the new steps we will be taking.

1. Reservations will be required for each child (infants - Kinder) in our care. 1st-6th graders will attend service with their parents or guardians. To make your reservation go to [www.huntersglen.org/kids](http://www.huntersglen.org/kids) and scroll down to the bottom of the page and click on "Preschool Registration."

2. The check-in process will include extra steps mandated by the state. These steps must be completed prior to entering the preschool area. They include the following:

- Each person (parents, children and teachers) must have their temperature taken.
- Each parent and teacher must complete a mandated questionnaire.
- Parents will pick up pre-printed tags.
- Each parent, child and teacher will sanitize their hands before entering the hallway.
- Parents will provide a cell number so we can reach them during the service.
- We would prefer only one parent per family in the preschool area if possible.

3. Diaper bags, strollers and car seats will not be permitted in the preschool area. Parents may bring only items absolutely necessary for the class hour. These items should be in a ziploc bag (if you don't have a Ziploc, we can provide one). A pre-printed name tag will be placed on the child's Ziploc.

4. Teachers will sanitize the children's hands as needed throughout the class time.

5. We will not be providing snacks. Please be sure your child has eaten before dropping them off.

6. Families and teachers will enter the preschool hall from the preschool check-in doors and exit the preschool area from the doors by the preschool large group room. (There will be signs directing everyone to the proper exit.)

7. The first several weeks we start back with programming for preschoolers, your child may or may not be in their same class or have their same teacher. We will have a list of classes for each service at check-in.

Below is the list of classroom procedures. Please take time to review them and if you have questions, please reach out. Thank you in advance for your patience and cooperation as we make every effort to ensure the wellbeing and safety of our HG Families!

### **Check-in for Teachers**

- Teacher should leave their personal items in their car. Ziplock bags will be provided for wallets, keys, phones, and needed items.
- Arrive 20 minutes before service starts
- Go to the preschool welcome desk for temperature checks, to fill out questionnaire, last-minute updates, and retrieve your pre-printed name badge.

### **Classroom Procedures**

- Fewer toys will be placed in the room, and they will be sanitized after use. Play dough will not be used, for the time being.
- Home Activity Pages and art projects should be kept in the classroom and handed to the parent upon departure.
- No food or snacks will be served or brought into the Preschool room by teachers/volunteers. Disposable cups for water are provided in your classroom.
- Before preparing water for the children, teachers should wash their hands and put on gloves.
- Teachers and children should wash their hands periodically during class time.

### **Hygiene**

Key times to wash hands:

- Before, during, and after preparing a bottle
- Before and after feeding a child a bottle
- Before and after treating a cut or wound
- Before and after using the toilet
- Before and after changing diapers or assisting a child who has used the toilet
- After blowing your nose, coughing or sneezing
- Before and after handling garbage

Wash child's hands and wash your hands thoroughly with soap and water for at least 20 seconds.

### **Diaper Changes**

Diaper changing will be done according to the procedure below:

- The teacher must wash their hands.
- Never leave the child unattended.
- Make sure clean diaper and wipes are near the changing surface.
- Place a sheet of wax paper on changing surface.
- Put gloves on both hands.
- Lay child down on wax paper.
- Remove soiled diaper and place out of reach of child.
- Clean child thoroughly, placing used wipes with soiled diaper.
- Fold up all soiled items into gloves and throw away.
- Place child's clean diaper under child and fasten securely.
- Replace child's clothes and wash child's hands again.
- Move child safely away from changing area.
- Throw away wax paper and sanitize the changing table.
- Wash your hands again.

## **Restroom Time**

- When assisting older toddlers and preschoolers in the restroom, a teacher must be wearing gloves.
- The teacher will put on gloves and wipe down the toilet after each use. After wiping a toilet down with disinfecting spray or Clorox wipes, the teacher must dispose of the gloves and wash hands.
- If the teacher helps a child with restroom clean up, teacher will change gloves before cleaning the facility.
- The teacher will sanitize sink handles and soap dispenser after each child washes their hands.

## **Cleaning**

- All tables, chairs, counters, sinks, doors, door and cabinet handles, all surfaces of any kind, and toys will need to be cleaned after each session.
- Use Clorox wipes to wipe down tables, counters, sinks, doors, door and cabinet handles.
- Spray the disinfectant on all toys, chairs and other surfaces.

## **Curriculum**

- We will continue to use the Bible Studies for Life curriculum. Activity pages will be printed and placed in each class as an activity during programming. At pickup, the teacher will hand the parent the child's activity page.
- The use of crayons and markers will be monitored by the teachers and will be sanitized after each class.
- Music and movement activities will be encouraged.
- Large group time for 3s – Kinder during the 11:00 service will not be done in the large group room (room 5-128). The teachers at 11:00 will share the lesson and sing songs during the class time.

## **Class Options**

### **Option 1**

Baby room- Rooms 162 & 164 combined to 164- Babies curriculum  
1s & 2s- Rooms 165 & 166 combined to 165- 1s & 2s curriculum  
3s- Kinder- Rooms 175, 124 and 112 combined to 112- Kinder curriculum

### **Option 2**

Baby room – Rooms 162 & 164 combined to 164- Babies curriculum  
Toddlers, 2s & 3s- Rooms 175 – 3s curriculum  
Pre-K & Kinder- Rooms 112 & 124 combined to 112- Kinder curriculum

### **Option 3**

Baby room 1- Room 162  
Baby room 2- Room 164  
Toddler room- 166  
2s room- 165  
3s room- 175  
Pre-K- 112  
Kinder- 124