

Dear Ambrose Parents/Guardians,

The anticipation of a new school year brings a wide range of emotions, especially as we continue to navigate this pandemic. Our approach to creating a safe, healthy, and joyful environment includes mitigation strategies deemed necessary due to the high local transmission rate. We will be stronger together as we work to support the physical and social-emotional well-being of our children, staff, and families.

Important information

Masking: All children, staff, and visitors will be required to wear a mask indoors, with some exceptions (meals, rest time, mask breaks). Masking outdoors is optional. Please contact the nurse and your teachers if you wish for your child to wear a mask outside.

Hours of Operation: 7:30am-5:30pm.

We are not able to change our hours of operation due to staffing and ratios. We understand these hours may not meet the needs of all families. If you are a family needing support with drop-off/pick-up because of time constraints and would like our help in connecting with other families, please contact the office. In addition, if you are a family willing to help others with these times, please let us know. We are stronger together!

Drop Off and Pick Up Procedures

Three-Five year old classrooms: Unfortunately, we will not be having families enter the building. Exterior classroom doors will be used during dropoff and pickup and we ask that you social distance during this time. The teacher will welcome your child at the door. Give a quick hug and exit in a timely manner.

Two year old classrooms: The two year old classrooms do not have accessible exterior doors, so for **dropoff** we ask one masked family member to buzz into the double doors on the playscape. When you enter, please go directly to Seedling and a teacher will welcome your child at the door. Remember to stay socially distanced from others. Give a quick hug and exit in a timely manner. For **pickup**, a teacher will bring your child to the outside playscape doors once they receive a message from you through brightwheel that you've arrived.

Classrooms using Cedar Avenue: Birch, Sycamore, Magnolia, Dogwood, and Pine

Classrooms using Gray Avenue: Willow, Maple, Acorn, Spruce, and Seedling

Full day classroom drop off time: 7:30-8:30.

Full day classroom pick up time: 3:15 – 5:30.

Half Day classroom drop off time: 8:15 & 12:15.

Half Day classroom pick up time: 11:15 & 3:15.

Brightwheel

Brightwheel is the app that we will use for drop off, pick up, and other communications. You should have received an invite and set up your account. You will need this for the first day. Please make sure you turn on your notifications so you receive all communications.

Brightwheel will be used for contactless drop off and pick up.

Scan-You will open your app and scan the QR code found on the gates, signs, and windows. Once scanned, you will enter your personal code. *Each person has their own code.*

Screen-You will also be asked to read and respond to a one statement health screening before your child is welcomed into the building. If any symptoms listed are present for you or your child do not come to school.

Message-Please send your teachers a MESSAGE in the Brightwheel app upon dropoff and pickup. A simple “here” will work just fine! You can do this when you are checking them in and out in the app. This way they will be notified you are here so they know you’re walking up to the door or that you are here and your child can be brought to you.

Hugs and Hands- Teachers will greet you at the door and after “see you later”, children will wash hands once in the classroom. Please share this information with anyone who will be picking up or dropping off your child.

The other contacts you add to your child’s Brightwheel account with the permission to pick up and drop off your child also need to accept a Brightwheel invitation and download the app as this is what they will use to drop/off pickup your child. Every adult has their own code (which can be changed to something you’ll remember).

If you are authorized to drop off/pick up someone else’s child, in addition to your own, both children’s names should appear in your app so you can check them in/out from your app.

MEALS

The full day program will have breakfast available from 8:00-8:30 in the classroom. We will have staggered lunch times in the gym, with assigned seating. Family style meals will be provided by Chartwells and served by the teachers. Full day and half day will be provided snack in the classroom.

GROUPINGS

To maintain ratio, each classroom will have a “partner classroom” for the year. They will share a playscape zone as well as forest days. At certain times of day, they may also be combined with other children/teachers from their partner classroom indoors.

Based on agency and district requirements, the preschool may be forced to close a classroom for a period of time due to quarantine. In the event this occurs, the classroom will move to virtual learning. Tuition will continue to be collected in order to maintain teacher employment.

Thank you for your flexibility as we create the best system for everyone. We are looking forward to a safe and joyful 2021-2022 school year!

Be happy. Be kind. Be well.

Lauren Bielicki

Director, Ambrose Family Center

Webster Groves School District.