

Welcome to Mayfield Preschool

A comprehensive list of all return to school safety
measures can be found in our

[MAYFIELD SCHOOLS RETURN TO LEARN GUIDE](#)



Welcome

Attend

Arriv/Dism

Instruct

Lunch Info

COVID-19

Technology

Welcome

Mayfield Preschool
6116 Wilson Mills Road
Mayfield Village, Ohio 44143
Main Office/Attend: (440) 995-7300



Colleen Harrison - Coordinator Of Special Education
charrison@mayfieldschools.org
(440) 995-7242



Our District Calendar has gone digital! Our District Calendar will be automatically updated as dates and events are changed.

You can access the District Calendar via this link:

[Mayfield City Schools District Calendar](#)

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School Hours

To support our enhanced safety measures involving social distancing, cleaning, and supervision, the school day has been adjusted.

In-Person Learning

Session 1: 7:30 am - 10:00 am

Session 2: 10:50 am - 1:20pm

Extended Session: 7:30am - 11:30am

Virtual Learning: Zoom sessions will be provided with Learn and Grow packets, Seesaw and Lexia activities.

Session 1 Zoom: 8:00

Session 2 Zoom: 11:30

Packet Pick-Up

- **Learn and Grow** packets will continue to be picked up by those families who have opted for virtual learning every Friday in the Mayfield Preschool conference room.
- **Return to Learn** packets will be picked up by those families who have opted for in-person learning on **Friday, September 18, 2020 only. Please return tablets that were loaned from Mayfield Schools.**

Visitors/Volunteers

The building will remain closed to visitors and volunteers at this time.

Please contact our main office staff by phone or email, and we will be happy to assist you with anything that is needed.

School Contacts

Please contact our main office staff by phone or email, and we will be happy to assist you with anything that is needed.

- Main Office: (440)995-7300
- Transportation Office:
(440)995-7891
- Mrs. Castellarin (Administrative Assistant) -
scastellarin@mayfieldschools.org
- Mrs. Harrison (Preschool Coordinator) -
charrison@mayfieldschools.org
- Mrs. Edelman (School Psychologist) -
dedelman@mayfieldschools.org

Attendance

If your child will be **late** or **absent** please call the Preschool office at **440-995-7300** by **7:40 am** or **11:00 am** depending on which session your student attends.

Input the absence using the Infinite Campus app, [instructions here](#).

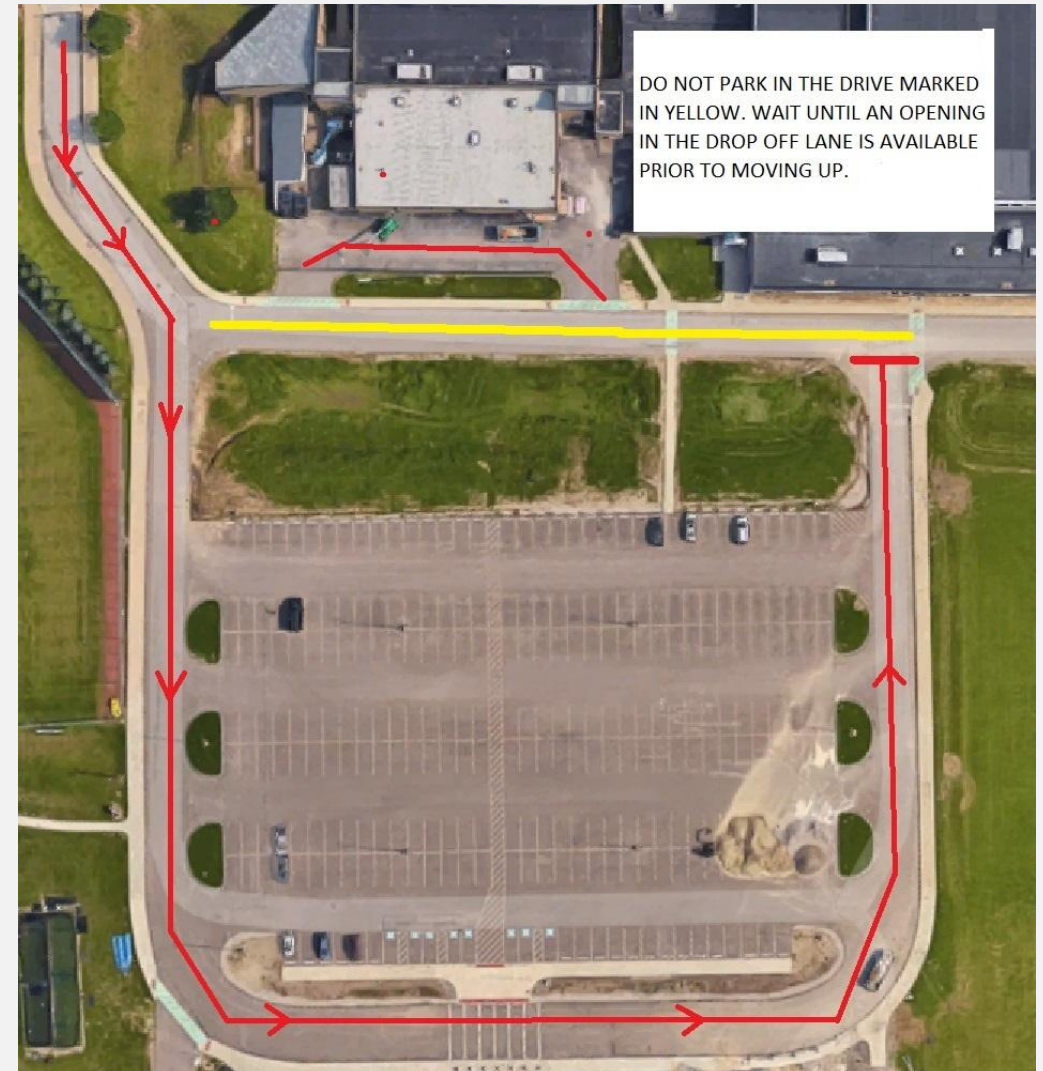
If you know in advance of an appointment please call the office at 440-995-7300.

If you have an extended absence planned, please [use this form](#) and submit it to Mrs. Castellarin.

Arrival Procedures

Students are dropped off in the semi-circle area in front of the Preschool located at Door 9A. Please refer to the attached map. Beginning at 7:30 am and 10:50 am depending on the session. When busses exit the drop off area parents can begin entering the circle drive, until that time please wait at the stop sign at the far end of the parking lot.

- Please take your child out of their car seat and wait outside your car for a staff member to greet you and your child.
- Your child will have their temperature taken at your car.
 - o If your child has a temperature of 100 degrees or **higher** you will be asked to take your child home and he/she will not be permitted to come into the building until they are 72 hours fever free.
 - o If your child has a temperature of 100 degree or **lower** they will be escorted into the school building for class.
- Children are required to wear a mask while within the building.
Please have your child have their mask on prior to the Mayfield staff member greeting your child.



Bus Transportation Info

- Students with special needs who have opted to use Mayfield Education will be contacted by the transportation department regarding drop off and pick up times.

Bus Transportation Info

[Transportation Department Website](#)



*All students must be met by an adult at the bus stop.

Instruction

- Because relationships and routines have already been established, our intention is to keep all students with their current teachers. You will be contacted by Friday at 3:00 pm if an exception needs to be made.
- Our staff will be utilizing the following tools to engage students in learning activities for both remote and in-person instruction.
 - SeeSaw
 - Lexia (Reading)
- Virtual classrooms will continue to be utilized to house resources, assignments, feedback and to communicate and interact throughout the learning process.
- School supplies will be provided for each student with the exception of headphones, extra masks, extra sets of clothing and/or diapers (if necessary).
- Students bring backpacks to school.

Technology:

If your family was provided with a loaner tablet AND you have chosen the in person option please return your tablet on Friday, September 18, 2020, during packet pick up.

Peer Tuition

Peer tuition has been adjusted to meet the ever changing COVID situation. There will be no tuition for the first semester of learning given all the operational uncertainty related to the possible COVID outbreaks and shutdowns. We will re-evaluate whether we will resume normal tuition billing for 2nd semester and notify parents at the end of 1st semester.

Social Emotional Supports

With the many changes taking place in our school and our society right now, we understand that students will need support socially and emotionally as they transition into this new environment.

It is our commitment, during this transition, for all staff members to focus on helping students feel comfortable, safe, and loved as they learn and adjust to the routines for this very unique school year.

Snack Information

- Snack time will only be made available to those students attending our extended session.
 - Snacks should be brought in daily
- There will be no lunch time in preschool.

- Drinking fountains have been retrofitted to water bottle filling stations. Traditional water fountains will not be available.
 - All students will be expected to have water bottles in school. We ask that water bottles are filled at home before the school day begins to minimize traffic at these fountains during each learning session.

Breakfast and Lunch are being provided free of charge until December for all students due to a grant!! Just order online using the directions below:

Meal Information for Remote and In-Person Students

Fall Lunch Menu

Free/Reduced Lunch Application

COVID-19 Safety

Assessment and Protocol for Symptoms:

Parents will be required to conduct daily health checks of their child/ren before school. Health checks should include having their child wash his/her hands prior to entry on a school bus or into school, as well as taking their child's temperature and assessing for symptoms. **Anyone with symptoms or a temperature above 100.0 degrees are required to stay home.**

Any student or staff member displaying symptoms of COVID-19 while at school will immediately be isolated from other students and staff and monitored by a staff member wearing appropriate personal protective equipment (PPE) while maintaining physical distance as much as possible. The individual will be sent home as soon as possible, areas of the building the person occupied will be thoroughly sanitized, and County Board of Health guidelines will be followed regarding their return.

Wash and Sanitize Hands to Prevent Spread:

- Hand sanitizer will be supplied throughout the building, including at each entrance, in each learning space, and in high traffic areas.
- Sinks are available in each classroom to allow for frequent hand washing with soap and water. Students will be taught the proper technique for handwashing and they will be directed to do this frequently, especially when their hands are dirty, before/after eating, and after using the restroom.
- A handwashing station will be available on our playground for use during outdoor instruction.

Thoroughly Clean and Sanitize School Environment to Limit Spread on Shared Surfaces:

- There will be a concentrated effort on disinfecting high contact common areas throughout the school day.
- Disinfecting supplies will be available in each learning space and routines will be established for their use to clean desktops, workspaces, counters, etc. throughout the school day.
- A Clorox Total 360 System Electrostatic Sprayer has been purchased for our school to sanitize large spaces efficiently.
- Students will have their own supplies within the classroom that will be provided by the school this year. If manipulatives such as counting blocks, books, toys, etc. are used for instruction, each child will have his/her own set, and they will be sanitized frequently.

Social Distancing:

- Students will be taught procedures for social distancing throughout each learning session as much as possible. Materials such as tape squares, hula hoops, etc. will be used to visually show students social distancing protocols.
- Social stories will be read to help students understand social distancing.
- Movement of students and staff throughout the building during each session will be minimized.

COVID-19 Safety

Face Coverings:

- Per the mandate by the state, teachers and staff will wear masks during the school day while in the school building, on a school bus, or if outside but less than 6 feet apart. Short mask breaks will be allowed throughout each session.
- Mask lanyards are encouraged to be used by each child. These will help encourage students to have masks on during instructional activities.
- A doctor's note must be provided for any mask exemptions.
- Masks may be removed while exercising or if at least 6 feet apart outdoors.
- Visitors are required to wear a mask while visiting any campus in the Mayfield City School District. Signs will be posted by visitor entrances with this requirement.
- Social Stories, videos, modeling and reward systems will be put into place to encourage students to wear masks throughout the learning sessions.



COVID-19 Reporting

Pursuant to the Ohio Department of Health Director's Order that went into effect on 9/8/2020, the District has established a reporting mechanism for parents to notify the district if their student(s) test positive for COVID 19.

Parents/Guardians only need to select one of the reporting mechanisms to report a confirmed COVID 19 test. Please see the information on the adjacent page.

[Mayfield City Schools Coronavirus Website](#)

COVID-19 REPORTING



Mayfield City Schools
EVERY STUDENT. EVERY DAY.

To Report a confirmed case of COVID-19 in your household:

 **Hotline:** 440-995-6886

 **Email:** covidreporting@mayfieldschools.org

 **District Website:** <http://www.mayfieldschools.org/CoronaVirusInformation.aspx>

We are asking families to notify us:

- Of a positive COVID 19 test /case
- If your student has been ordered to quarantine by a health department or your primary healthcare provider.
- Parents / Guardians should only report on the above for those students residing in their household.

#MayfieldTogether

Technology

If your family was provided with a loaner tablet AND you have chosen the in person option please return your tablet on Friday, September 18, 2020, during packet pick up.

All students will be engaged in virtual learning activities through the Lexia and Seesaw apps. Ask your classroom teacher for assistance.



Questions regarding Infinite Campus can be directed to ichelp@mayfieldschools.org

Thank you!



6116 Wilson Mills Road
Mayfield Heights, Ohio 44143

Twitter: @CubsMayfield

Main Office: 440-995-7300