

May 6, 2020

Dear Arborland Families,

As we announced on Monday, **Arborland will be reopening our doors this Friday, May 8 for Infants, Toddlers and Primary children.** We thank you for your continued patience as we worked with staff to solidify our stringent safety procedures. The major criteria for safety continues to include wearing masks, maintaining social distance, washing hands frequently, and disinfecting our environment, especially materials, surfaces, and frequently touched areas. We are also adding our assistant teachers to help with your child's learning and to end our current school year on a positive note. Below are the safety procedures with our reopening that will be effective from Friday, May 8 until end of our school year on Wednesday, May 27 :

1. Each classroom will be limited to a maximum enrollment of 10 students.
 - Remote learning students may continue remote learning and will count towards the maximum enrollment of 10 students for the classroom.
 - Thus, maximum enrollment of 10 = in classroom students + remote learning students.
2. Drop off and pick up will be limited to the immediate parents/guardians only.
 - Only one parent/guardian of each child will be allowed in the lobby to drop off and pick up the child to avoid crowds.
 - Siblings and other family members not enrolled must either stay home or stay in the car.
 - Child's temperature will be taken upon arrival in the office. Any child with a temperature over 100.4 will not be accepted.
 - Sign-in/out sheets will have one new sheet each day along with sanitized pens.
3. Only staff and children will be allowed on campus past the lobby doors.
4. Except for infants and toddlers, masks must be worn at all times while on campus. You may purchase a disposable mask from Arborland for \$1 if needed.
5. Children will be assigned to their own tables (and cots if nappers) at least 6 feet apart from other children.
 - Materials and toys will not be shared among children.
 - Regular lunch options and snack service will be available but served to individual students to prevent sharing of any kind.
 - Organized outdoor time will be encouraged to allow children (maximum of 10 children) to play with social distancing.
6. In addition to frequent hand washing, frequently touched surfaces will be disinfected at least 3 times a day (tables, doorknobs, light switches, handles, toilets, faucets, sinks, etc.).
7. Please keep your child home if you or your child is sick.

We are continuing our end of the year events such as Elementary Spring Recitals and Graduation remotely to limit exposure to large crowds. It has been an unprecedented year and we look forward to finishing our 2019-2020 school year with you!

Thank you very much for your continued support!

With appreciation,
Dr. Sueling Chen
Principal