



August 2020

We at PCBC's Learning Tree are ready to welcome your preschool student to our school. We pledge to do our best to keep your student safe and healthy. We have a few adjustments that we will be implementing.

- **Drop-off and Pick-up**

- We will be using the NEW South entrance.
- Only 1 adult per student and if possible, no siblings.
- Everyone entering the building will have their temperature checked.
- All adults and older students must wear a mask or face shield in all PCBC common areas.
- We will be limiting the number of people inside the hallways at a time.

- **Lunches**

- Must be completely disposable and clearly labeled with student's name.
- A daily sanitized cooler with cold packs will be provided.

- **What if?**

- The director must be notified if a teacher or student tests positive or comes in direct contact with someone who tests positive for the virus. Parents will be informed if his/her student is exposed by direct contact at Learning Tree and closures happen.
- A student exposed by direct contact may not attend school. He/she may return after 10 calendar days with no symptoms.
- If a student attended school then tests positive, classroom will be closed for 10 calendar days. The student may return after 10 calendar days with no symptoms.
- A Learning Tree staff/teacher exposed by direct contact may not teach. He/she may return after 10 calendar days with no symptoms.
- If a teacher taught then tests positive, that classroom will be closed for 10 calendar days. The teacher may return after 10 calendar days with no symptoms.
- If a staff member was at Learning Tree then tests positive and had direct contact with multiple students for longer than 15 minutes, Learning Tree will be closed for 10 calendar days. The staff member may return after 10 calendar days with no symptoms.

Please feel free to contact me with any questions. I can be reached through the "contact us" on our website www.pcbc.tv/learningtree, email at spadgham@pcbc.tv or call the office at 773-6900 ext 227.

Love in Jesus,

Sherri Padgham
Director of Learning Tree

At Putnam City Baptist Church, we will do our best to provide a safe and healthy environment. An inherent risk of exposure to COVID-19 exists in any place where people are present. COVID-19 is an extremely contagious disease that can lead to severe illness and death. By visiting PCBC you voluntarily assume all risks related to exposure to COVID-19.