

March 14, 2020

To: Fledglings Preschool Families
From: Prescott Farm Environmental Education Center
RE: Prescott Farm and the COVID-19 Virus

Dear Preschool Families:

We are writing to update you on our plans regarding the current COVID-19 pandemic as they relate to Fledglings Nature-Based Preschool.

First, let me assure you that we are not aware of any cases of COVID-19 or exposure to the virus at Prescott Farm and we are doing everything we can to limit exposure to risk for our community.

As you probably know, Governor Sununu issued a state of emergency for New Hampshire on Friday, March 13th. The Governor and the Department of Education is leaving the decision regarding whether or not to close schools to the local school districts. ***With the understanding that events and circumstances can change quickly, at this time Fledglings preschool remains open until Friday, March 20. Beginning March 23 Fledglings will close for two weeks and re-open on Monday, April 6th.*** We are also suspending field trips and Community Connections programs at Prescott Farm effective March 15th.

What we are doing now:

- While we remain open, we continue to be vigilant in our handwashing; children are encouraged to wash with soap and water for 20 seconds.
- Our cleaning and disinfecting protocols are equally vigilant; all preschool surfaces, materials, and equipment are disinfected multiple times daily
- Staff is practicing social distancing; working from home when appropriate and avoiding physical contact
- We will close for two weeks beginning Monday, March 23rd in an effort to limit exposure to the COVID-19 virus for our staff, volunteers, and preschool families.
- Fledglings closure may be extended beyond April 6th if circumstances dictate.
- Any pre-paid tuition that covers the days/weeks of closure will be refunded to families.

What we're asking of you:

- **Make A Plan:** We ask that you make a plan for the care of your Fledglings preschooler for the two weeks we are closed and be prepared for a longer closing
- **Keep Them Home:** Keep your children home rather than sending them to Fledglings preschool if you can. This will help limit contact and density of students and may help protect your family as well as other Fledglings families and staff. Prescott Farm staff will

coordinate with families to establish an attendance plan and to refund tuition or prorate tuition for those children who will attend fewer days each week during the New Hampshire state of emergency. ***We are asking all families to complete the Temporary Enrollment Modification Form (below).***

- **Take Precautions to Protect Others:** If you are unable to keep your child at home for longer periods of time, we must require you to keep them home if they have a cough or a fever for at least 24 hours after the cough and fever have subsided without the assistance of fever-reducing or cough suppressing medicines. We strongly recommend that you also refrain from exposing your child to older populations and those with compromised immune systems, who are at an increased risk of serious or fatal illness from the COVID-19 virus.

We understand that in addition to a high quality preschool education, many Fledglings families also rely on us as a source for childcare. We appreciate the challenges these uncertain circumstances bring. Our staff will continue to provide you with updates as they are available. Our first priority will always be the health and safety of your children and our community. Thank you so much for your support, patience, and understanding. Please reach out to us if you have any questions or need clarification.

Sincerely,

Jude Hamel, Executive Director

Jayne Hasting, Preschool Director & Lead Teacher

Fledglings Preschool Temporary Enrollment Modification Form

Please complete even if your child's enrollment will remain unchanged.

Child's Name: _____

Today's date: _____

Current Enrollment (please check one)	Enrollment during State of Emergency: (please check one) Start date: _____
<input type="checkbox"/> 3 year old (½ day); MWF <input type="checkbox"/> 3 year old (½ day); T TH <input type="checkbox"/> 4&5 year old (full day); MWF <input type="checkbox"/> 4&5 year old (full day); T Th <input type="checkbox"/> 4&5 year old (full day); M-F	<input type="checkbox"/> I have other arrangements for my child and (s)he will remain out of Fledglings until the program re-opens. <input type="checkbox"/> My child will continue attending as currently enrolled. <input type="checkbox"/> I will reduce my child's attendance to the following days while NH remains in a state of emergency: _____

I am aware that in light of the declared state of emergency in New Hampshire, Prescott Farm Environmental Education Center will close Fledglings Nature-based Preschool from Monday, March 23rd - Friday, April 3rd. I understand that the length of the closure may be extended as circumstances dictate. I am making arrangements for the care of my Fledglings preschooler during the weeks that the program is closed. I understand that if I am able to do so, I am encouraged to keep my child at home and receive tuition refund and/or reduction for the days (s)he does not attend. Further, I understand that I will receive a refund and/or reduction in tuition fees for the days and weeks that Fledglings is closed.

Name (printed)

Signature