



WEST VALLEY
CHRISTIAN ACADEMY
PRESCHOOL - 8TH

Dear WVCA Preschool and Cougar Club Families,

Over the past couple of months we have been closely following the State and County COVID-19 developments, and anticipating regulation changes in order to be prepared for a safe and healthy return to school when it is possible to do so. We love our children and families, and are committed to providing the best quality care under the circumstances. As San Joaquin County has transitioned into Stage 2 of re-opening, we have the opportunity to re-open on a limited basis to care for children with essential and limited workforce parents and families as outlined in the county's updated Shelter in Place order. Our target date to re-open with modifications is June 1, and we are offering our currently enrolled families priority placement.

It is important to acknowledge that we are not returning to what we left behind. Major modifications include the following new regulations and policies:

- 1 Teacher to 10 Children in each classroom- the same teacher, and same ten children
- Mixed Age Groups- new classroom placements
- Limited hours and schedules, now open 7:00 AM-5:30 PM, only offering M-F Full Time schedules
- Social Distancing in the classroom and playground
- Temperature checks and drop-off in the Lobby
- Parents not permitted past the lobby
- Emergency Pick-up Person within 15 minutes of the school in case of illness
- Children must be fully potty trained and in underwear
- Age groups served currently 2-6, and K-8

All these updated guidelines are available for individual review at the San Joaquin County Public Health Department and Community Care Licensing Website, with our detailed modification policies attached in this email. Please read through the attachments carefully as you consider returning to school.

If you qualify for child care under the updated Shelter in Place order, are comfortable with abiding by WVCA Preschool and Childcare modified policies and procedures, and are ready for your child to return to school please follow the admissions procedures outlined in the WVCA COVID-19 Policies attached. First steps to returning are completing the updated Admissions Agreement attached, and submission of tuition payment to <http://tracycommunitychurch.com/give>, by selecting WVCA Preschool and Cougar Club in the drop-down menu. **Deadline to register in Wednesday, May 27. All required documents and tuition must be submitted to be considered for enrollment. Submit documents to admissions@wvcapreschool.com.** Acceptance confirmations will be emailed on Thursday, May 28. Spots are extremely limited, and we anticipate a waitlist.

We are making admissions determinations based on the following criteria:

- Proof of Employment- children with two working adults will be prioritized over one working parent
- Account is in good standing
- Enrollment in Preschool Distance Learning and/or Cougar Club Virtual Summer Camp
- Family history of compliance with school policies and procedures
- First come first serve after all above considerations have been met



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It is important to us that we prioritize health and safety, and it will require your partnership in following these policies and procedures. We also want to make ethical and fair decisions in enrollment considerations. We ask for your patience and flexibility as we transition into this new normal together.

We also intend to provide a combination of services during this period of time. We will maintain Preschool Distance Learning and Virtual Summer Camp if we have 12 or more children enrolled in each program, and a commitment to June Preschool Distance Learners with delivery set for June 1.

Please email any questions to msmith@wvcapreschool.com. Our time onsite is limited, devoted to modification trainings, and we will not be able to respond by phone at this time.

Thank you all for being a partner with us in the care and education of your children. It is a blessing to be part of this community, and we pray that our services are always a blessing to all of you.

Sincerely,

Michele Smith, M.S. Ed. ECE
WVCA Preschool & Cougar Club Director