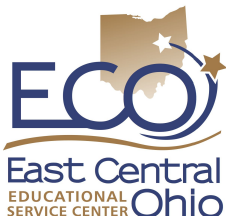




EAST CENTRAL OHIO EDUCATIONAL SERVICE CENTER

Early Childhood Education Program

Parent Handbook



Tuscarawas County
834 East High Ave.
New Phila, OH 44663
43725

Belmont County
67400 Betty Lee Way
St. Clairsville, OH 43950

Guernsey County
725 Wheeling Ave.
Cambridge, OH

Table of Contents

Table of Contents	1
Program Philosophy and Goals	3
Admission and Withdrawal Policies	4
Admission	4
Withdrawal	5
Enrollment Packet/Student Records	5
Enrollment Packet	5
Student Records	5
Curriculum	6
Transitioning Information	7
Transitioning to Preschool	7
Transitioning from One Preschool Room to Another	7
Transitioning to Kindergarten	7
What Does a Preschool Day Look Like?	8
Programming Activities	8
Daily Schedule	8
Sample Full Day Schedule	9
Sample Half Day Schedule	9
Nap Time	10
Snack	10
Extra Clothes	11
Progress Reporting/Parental Involvement	11
Child Progress Reporting	11
Parent Involvement	11
Classroom Volunteering	12
Preschool Programming	12
Program Schedule	12
Belmont County	12
Bellaire E. School Preschool	12
Jefferson Ave. Elementary	13

The Experience Church - Bridgeport	13
Guernsey County	13
Byesville Elementary	13
Secrest Elementary	13
Tuscarawas County	14
Baltic School	14
Sharon Moravian ECOESC	14
Tuscarawas Valley Primary	14
Attendance	14
School Calendar/Delay and Cancellations	15
Health and Safety	15
Supervision	15
Safety	15
Immunizations	16
Healthchek	16
Incident/Injuries	16
Child Abuse Reporting	16
Transportation and Field Trips	17
Management of Communicable Disease	17
Medication Policy	19
Discipline Policy	19
COVID-19	20
Signs and Symptoms	20
When to seek emergency medical attention	21
What to Expect at School	21
Upon Arrival	21
During the Day	21
During Departure	21
Visitors	22
Isolating Students Showing Symptoms of COVID-19 at School	22
Quarantine for Individuals Diagnosed or Exposed to COVID-19	22
Cleaning and Sanitizing	22
Inspections/Compliance	23
ECOESC Preschool Staff	24

Program Philosophy and Goals

The East Central Ohio Educational Service center (ECOESC) is the fiscal agent for classroom and itinerant preschool special education services in Belmont and Tuscarawas Counties. All classrooms / students served by ECOESC are served with ECOESC personnel.

Providing appropriate early learning programs significantly improves children's educational potential and can significantly decrease the need for later interventions. Because early childhood programs play a growing role in children's lives, it is more important than ever that early learning services promote children's health, safety, and development.

The philosophy of the East Central Ohio Educational Service Center (ECOESC) preschool program is to provide a high quality education for preschool children. It is our belief that preschool activities should be positive, enjoyable, rewarding, and engaging for young children and their families. The goals of the ECOESC preschool program are:

- To provide developmentally appropriate learning activities and materials for all children
- To engage children in active exploration and interaction with adults, other children, and materials
- To teach children to respect and take delight in individual differences
- To enable children to develop across the physical, social, emotional, self-help, language and aesthetic developmental domains
- To encourage the development of good self concept and positive self esteem
- To include a balance of active and quiet play during individual, small group and large group activities
- To recognize the uniqueness of each child by working creatively to develop a plan to guide each child's progress
- To involve children's families in the program and to make educational resources available to them
- To include parents in transition planning as the children enter and/or leave the preschool program
- To review children's progress and the program, and to report to their parent through curriculum based assessment results, progress reports, personal conferences, and individual student Individual Education Programs (IEPs) based on district policy

Admission and Withdrawal Policies

Admission

Registration for each ECOESC preschool program is held each spring. Children are enrolled based on district residency and completion of required paperwork.

Screenings are conducted monthly during the school year based on referrals from parents or educational partners to identify children who are eligible for special education services in the areas of:

- Communication
- Fine or gross motor
- Social and emotional skills
- Self care
- Hearing
- Vision
- Thinking and problem solving

Eligibility criteria for the special needs preschool program is a child who is at least three years of age but not of compulsory school age and has a developmental delay as demonstrated by a documented deficit in one or more areas of development. Determination of eligibility for children with special needs shall be based on the Operating Standards for Ohio's Schools Serving Children with Disabilities. Individualized educational plans (IEPs) are written and carried out throughout the school year for the child by the teacher and related service personnel.

The preschool program enrolls and plans daily activities with typically developing children for the purpose of establishing an integrated class setting. There is a tuition fee charged for typically developing children enrolled in the program.

Tuition options include:

1. Private pay (sliding fee scale)
2. Free Preschool based on the Early Childhood Education grant (based on child's age, family income and district eligibility)
3. Free preschool for children identified with a disability

Withdrawal

A preschool child accepted into the preschool program will be enrolled for the entire school year. If you wish to withdraw your child from the preschool program at any time, please contact your child's teacher.

Enrollment Packet/Student Records

Enrollment Packet

Each family will receive an enrollment packet which includes the following items:

1. Student & Family Information Form
2. Emergency Medical Form – completed annually.
Each student must have an emergency medical form on file. This form stipulates at least four (4) people to contact in case of an illness or an accident in addition to your doctor, dentist, and hospital of preference. It is very important to complete this form should we be unable to reach you in the event of an accident or emergency.
3. Dentist's Report Form
4. Child's Health Information Form (Evaluation by a Physician) – completed annually (must be on file the first day of school).
5. Request for Administration of Medication Form – completed anytime a child is taking a prescription or over-the-counter medication.
6. Preschool Consent to Ride Bus Form (if applicable)
7. Class Roster / Transportation & Activity Authorization Form
8. Early Dismissal Form
9. Photo/Press Release Form
10. Discipline Policy Form
11. Reporting Racial and Ethnic Data Form
12. Permission for Assessment Form
13. Healthchek Signature Page
14. Payment Plan for Typical Children
15. School Calendar
16. Preschool Handbook Signature Page

Student Records

Before beginning the program, each child must have the following information on file. This is considered the cumulative record and shall include but not be limited to:

1. Birth Certificate
2. Immunization Records
3. Previous educational/medical records
4. Custody/Adoption papers, if applicable

Curriculum

Children enrolled in an East Central Ohio ESC Preschool will engage in active learning to facilitate their individual progress in the following areas of development:

- Language and Literacy Development
- Social and Emotional Development
- Physical Well-Being
- Motor Development
- Approaches Toward Learning
- Cognition and General Knowledge

The Ohio Department of Education has established Early Learning and Development Standards that tell what young children should know and be able to do in the areas of Language Arts, Math, Science, and Social Studies by the end of their preschool experience.

A written curriculum has been adopted which describes developmentally appropriate activities, learning environment and approaches which meet the individual needs of the children and is aligned to the early learning content standards.

The Creative Curriculum is used in all preschool programs operated by the East Central Ohio Educational Service Center. This curriculum is aligned with the Ohio Early Learning Development Standards and is our blueprint for planning and implementing a developmentally appropriate program based on theory and research. This curriculum is used as a guide in developing the structure of the day, which includes a balance of quiet/active, small/ large group, and child-initiated/teacher-directed activities.

Research and experience tell us that to be effective with young children, instructional practices need to be “developmentally appropriate”. Educators need to think first about what young children are like and then create an environment and experiences that are in tune with children’s characteristics. Children ages three through six learn best through direct interactive experiences that include play and exploration. This research-based curriculum focuses on several interest areas (learning centers), such as blocks, dramatic play, toys & games, art, library, discovery, sand & water, music &

movement, cooking, computers, and outdoors. These centers are incorporated into the daily schedule and meet children's developmental needs so that they may become independent and confident learners.

Transitioning Information

Transitioning to Preschool

Transitioning to preschool can be a stressful time for both parents/guardians and children. The East Central Ohio ESC preschool staff members strive to make the transition to preschool as smooth as possible. The preschool programs offer several opportunities for families to experience the preschool program prior to school starting. Some of the transitioning activities that the preschool program offers includes:

- Transition Conference Meetings
 - Help Me Grow/Early Intervention
- Developmental Screening
- Parent Visit
- August Registration / Parent Meeting
- Staggered Start for Students
- Open house

Transitioning from One Preschool Room to Another

There are times when children may have a preschool teacher for one year, but when they return for their second or third year of preschool may be assigned to another teacher. When children transition from one classroom teacher and/or setting to another, the preschool staff members work together to ensure that the transition is smooth. The following activities are provided by the preschool program:

- Work with families to develop individual transition plans at the Spring Parent/Teacher conference
- The student visits the new classroom for a designated period of time (beginning with a half hour to an hour) for a week or two, with time increasing gradually prior to the end of the school year, or as needed throughout the school year

Transitioning to Kindergarten

The preschool staff at East Central Ohio ESC strives to ensure all children transitioning to kindergarten are prepared to their maximum ability. The preschool program works closely with kindergarten teachers to ensure expectations of kindergarten are experienced throughout the preschool programming. The preschool staff members will work with families to help streamline the kindergarten transition. Some of the activities that the preschool program offers to help prepare children for kindergarten include:

- Working with families to develop individual transition plans at the Spring Parent/Teacher conference

- Providing information to parents regarding kindergarten screening/registration
- Scheduling visits to the kindergarten classroom in the spring and students meet the kindergarten teachers and staff
- Activities are sent home at the end of May that will reinforce pre-academic skills over the summer

What Does a Preschool Day Look Like?

Programming Activities

Your child's daily routine will include the following activities:

Table Work – This is time devoted to working in a group on a variety of fine motor, cognitive, and listening skills.

Circle Time – This is a shared experience in which the teacher listens to the children and the children interact with one another. Language development is highly emphasized during this time through stories, games, music and other planned activities.

Snack Time – The children participate in making snacks during many of the sessions. Be sure to alert staff of any food allergies or special dietary considerations on the medical information sheet.

Free Time/Creative Play – The children choose the activities that interest them. They are free to move from one activity to another. Suggestions may be given to children who are having difficulty making a decision.

Individual Work – The child and the teacher work one to one on the areas in which he/she needs additional help.

Weekly/Monthly Units – This is also a part of your child's preschool experience. Your child will learn about and explore topics such as Community Helpers, Your Five Senses, My Family, etc.

Daily Schedule

The daily schedule may consist of small group, large group, free play, centers, read-aloud, and quiet activities to develop skills such as:

- Basic skills like language, reading, math and writing
- Arts, crafts and other practical skills

- Work with others/Independent Work
- Dramatic Play
- Sensory Table
- Develop self-control

Sample Full Day Schedule

8:20 – 9:00	Arrive, Unpack, Breakfast, Limited Choice Time
9:00 – 9:20	Restroom
9:20 – 9:40	Morning Circle Time (Read aloud)
9:40 – 10:40	Free Choice Time (Clean up Time)
10:40 – 11:00	Centers (Small Group)
11:00 – 11:30	Lunch
11:30 – 12:00	Outdoor (Gross Motor)
12:00 – 12:15	Restroom
12:15 – 12:35	Afternoon Circle Time (Read Aloud)
12:35 – 1:15	Rest Time
1:15 – 1:30	Restroom
1:30 – 1:50	Centers (Small Group)
1:50 – 2:05	Restroom
2:05 – 2:25	Snack (group meeting)
2:25 – 2:45	Outdoor (Gross Motor)
2:45 – 3:00	Dismissal

Sample Half Day Schedule

7:30 - 8:00	Arrive, Unpack, Breakfast
8:00 - 8:10	Welcome, Morning Circle Time

8:10 - 8:20	Large Group
8:20 - 9:20	Free Choice Time (Clean up Time)
9:20 - 9:40	Small Group
9:40 - 10:00	Restroom/Mighty Minutes
10:00 - 10:30	Outdoor (Gross Motor)
10:30 - 10:40	Large Group (Read Aloud)
10:40 - 10:55	Snack and Large Group Round Up
10:55 - 11:00	Prepare for Dismissal
11:00	Dismissal

Nap Time

Children who attend a preschool program for 4 or more hours are required to be provided a nap. Children will be provided a mat or cot that is labeled for his/her use only. Please send in a blanket and a small pillow (if desired) for your child. The bedding will be sent home regularly or anytime it becomes soiled for cleaning. The preschool staff will sanitize the mats/cots daily and anytime they are soiled.

Snack

Children in a preschool program are required to have a snack. The snack must consist of at least 2 of the following food groups:

- Protein/Meat group;
- Bread group;
- Dairy/Milk group;
- Fruit/vegetable group
 - 100% fruit juice counts as a fruit

A snack calendar will be sent home monthly and will list your child's snack day. Please be sure to adhere to the requirements listed above.

Please try to avoid sugary snacks and candy. Special Birthday / Holiday treats are welcome for the entire class. Please notify the teacher prior to bringing any special treats. He/She will be able to let you know if there are any food allergies in the class.

Extra Clothes

Please send an extra set of clothing labeled with your child's name in case of an accident. Include underwear, pants, shirt and socks. Keep in mind to change the clothes with the seasons. Clothes that are easy to get on and off without complicated snaps, buttons, or fasteners are best.

Progress Reporting/Parental Involvement

Child Progress Reporting

The East Central Ohio Education Service Center (ECOESC) is pleased to be able to provide an Early Childhood Education Preschool program for those parents interested in early learning experiences for their children. In many ways, school is an extension of the home. To ensure that our students are successful, we encourage you to discuss your child's progress regularly with the teacher.

Developmental reports will be sent home three times per school year and in addition, children with special needs will receive progress reports every 9 or 12 weeks. Home visits may also be scheduled. Daily reflections of your child's day will be sent home in his/her book bag. A notebook may also be sent back and forth in book bags to stay in contact with one another. Please check your child's book bag daily for notes, newsletters and your child's work.

In addition to progress reports, preschool programs will offer at least two parent-teacher conferences during the school year. Families are strongly encouraged to attend conferences.

Parent Involvement

Any parent of a child enrolled in the program shall be permitted unlimited access to the school during its hours of operation to contact his/her child, evaluate the care provided by the program, the premises, or for other purposes approved by the director. Upon entering the premises, the parent shall report to the school office.

Parents are welcome to visit their child's class anytime. Prior arrangement with the teacher is requested to facilitate scheduling and to avoid disruption of the class on any

given day. It is recommended that you wait until school has been in session for two to three weeks before visiting to allow everyone time to adjust to the schedule and establish a routine. As always, if you ever have any questions or concerns please feel free to contact your child's teacher at school.

Classroom Volunteering

If you wish to volunteer in your child's classroom, please express your interest so that a scheduled time may be arranged.

Proper volunteer paperwork must be completed with the teacher prior to volunteering in your child's classroom.

Preschool Programming

Program Schedule

The ECOESC preschool program offers preschool classes in Belmont, Guernsey, and Tuscarawas Counties. Class days and times will vary based upon the school building your child attends. Children should arrive five minutes prior to the beginning of the session and may be picked up beginning five minutes prior to the end of the session. This allows the preschool teachers the opportunity to talk with the parents and to discuss any concerns or questions parents might have.

Below is a list of programming times by building. It is very important to adhere to these times. Any other transportation arrangements and/or times should be discussed with your child's teacher.

Belmont County

Bellaire E. School Preschool

Age Group	Days of Operation	Hours of Operation
4-5 Year Olds	Tuesday through Friday	8:50 AM - 2:50 PM
3 and Young 4 Year Olds	Tuesday/Wednesday OR Thursday/Friday	

Jefferson Ave. Elementary

Age Group	Days of Operation	Hours of Operation
4-5 Year Olds	Tuesday through Friday	7:15 AM - 2 PM
3 and Young 4 Year Olds	Tuesday/Wednesday OR Thursday/Friday	

The Experience Church - Bridgeport

Age Group	Days of Operation	Hours of Operation
4-5 Year Olds	Tuesday through Friday	8:15 AM - 2:45 PM
3 and Young 4 Year Olds	Tuesday/Wednesday OR Thursday/Friday	

Guernsey County

Byesville Elementary

Age Group	Days of Operation	Hours of Operation
4-5 Year Olds	Tuesday through Friday	8:00 AM - 2:15 PM
3 and Young 4 Year Olds	Tuesday/Wednesday OR Thursday/Friday	

Secret Elementary

Age Group	Days of Operation	Hours of Operation
4-5 Year Olds	Tuesday through Friday	7:45 AM - 2:00 PM
3 and Young 4 Year Olds	Tuesday/Wednesday OR Thursday/Friday	

Tuscarawas County

Baltic School

Age Group	Days of Operation	Hours of Operation
3-4-5 Year Olds	Monday/Tuesday or Thursday/Friday	8:30 AM - 3:30 PM

Sharon Moravian ECOESC

Age Group	Days of Operation	Hours of Operation
3-4-5 Year Olds	Monday through Thursday	8:00 AM - 11:00 AM or 12:00 PM - 3:00 PM

Tuscarawas Valley Primary

Age Group	Days of Operation	Hours of Operation
4-5 Year Olds	Monday/Tuesday or Thursday/Friday	7:45 AM - 3:00 PM

If you need to pick up your child during the session time, please contact the teacher. No child will be released during the day to anyone but the legal guardian without prior authorization. If your child is to be picked up by someone other than you, their name must be on the release form; and they must bring ID. NO EXCEPTIONS WILL BE MADE. THIS IS FOR THE SAFETY OF YOUR CHILD.

Attendance

Anytime a student does not attend school, leaves early or arrives late, the parent or guardian must give a written or verbal explanation to the teacher. Any illness beyond five (5) days may require an excuse from the student's doctor saying the student is free of disease, not contagious and capable of attending school. All communicable diseases that a student contracts should be made known to the school immediately so other parents/guardians or pregnant women can be notified.

Attendance is a basic and integral part of education. Frequent absences disrupt the continuity of the instructional process. As a result, the benefit of regular instruction is lost.

Alianna's Alert law requires schools to call parents within 120 minutes of the start of the school day if a child is marked absent and parents have not provided prior notification to the school. Your child's teacher is required to submit a list of absent children's names 30 minutes after the school start time for any child that they have not received notification from the family. The ECOESC receptionist will contact families to check the status of absent children. Parents should notify their child's teacher as soon as possible if their child will not be in attendance to avoid unnecessary calls.

School Calendar/Delay and Cancellations

The preschool program follows the calendar enclosed in the enrollment packet. In case of bad weather, please listen to radio stations or watch the local TV stations. Depending on the location of your child's classroom, some families will also receive a telephone call by an automated system informing you of any delays or closings. If your child attends a half-day class and there is a two-hour delay, there will be no morning preschool program. Class will begin with the afternoon session.

If you live in a school district other than the district where your child attends class, you need to make a note of their decision to delay or close school too. When the district which your child lives closes for the day, s/he will not report to school.

Health and Safety

Supervision

ECO ESC takes pride in ensuring your children are safe while attending the preschool program. Children will be supervised at all times and state mandated ratios will be followed.

Safety

Practice important information with your child so he/she can tell it to others who he/she knows can be trusted to help. This may include his/her:

- First and last name
- Street address
- Parents' or guardians' names
- Phone number

Choose the safest route to and from school or the bus stop. Walk it several times together. Point out: lights, crosswalks, driveways, bus stops and sidewalks.

Immunizations

Before school starts, visit your child's health-care provider or a preschool clinic to ensure all records are up to date.

The required immunizations:

- DTaP/DT – Four doses of DTaP or DT, or any combination
- POLIO – Three (3) doses of OPV or IPV, or any combination of OPV or IPV.
- MMR – One (1) dose of MMR on or after the first birthday
- HIB – (1) to (4) doses depending on the ages given
- HEP B – Three (3) doses of Hepatitis B
- VARICELLA – One (1) dose on or after the first birthday

Healthchek

Parents and Guardians are provided with the Healthchek Early and Periodic Screening, Diagnostic, and Treatment services information and fact sheet upon enrollment. Healthchek services are required by the federal government and include comprehensive health and developmental history to assess physical and mental health, screenings for potential health problems – including vision, hearing, and dental screenings.

Incident/Injuries

If your child encounters an incident or injury while under the auspices of the preschool program, a preschool staff member will complete an Incident/Injury Report Form to be given to parents/guardians on the same day the incident occurred. Parents/guardians will need to sign and return a copy of the report. Parents/guardians shall be contacted via phone if the incident/injury needs immediately communicated.

Child Abuse Reporting

State law requires all preschool employees to report any suspected abuse to their local Children Services Board. Strict confidentiality will be followed in this matter.

Transportation and Field Trips

Transportation to and from the preschool program site shall be the responsibility of the parent. Some districts offer bussing to preschool students if there is already an established pick up/drop off location. Please contact the building that your child attends to see if bussing is available.

Requests for field trips must be approved by the preschool director and/or the site director in conjunction with the district/building administration. If the field trip is approved, appropriate permission forms must be completed and kept on file until the conclusion of the event.

Transportation shall be listed as a related service on a preschooler's IEP if the IEP team determines that transportation is required for the child to access and benefit from special education. In this case, transportation shall be the responsibility of the district of residence.

Management of Communicable Disease

A trained staff member is available at all times to observe children for any signs of a communicable disease as he/she enters the classroom daily. The following precautions shall be taken for children suspected of having a communicable disease:

Immediately remove the child from the presence of other children and notify the parent or guardian of the child's condition when a child has been observed with any of the following signs or symptoms so that a joint decision may be reached regarding discharge of the child:

- Diarrhea (more than one abnormally loose stool within a 24 hour period)
- Severe coughing, causing the child to become red or blue in the face or to make a whooping sound
- Difficult or rapid breathing
- Yellowish skin or eyes
- Conjunctivitis
- Temperature of one hundred degrees Fahrenheit taken by the auxiliary method when in combination with other signs of illness
- Untreated infected skin patch(es)
- Unusually dark urine and/or grey or white stool

- Stiff neck
- Evidence of lice, scabies, or other parasitic infestation
- Unusual spots or rashes
- Sore throat or difficulty swallowing
- Elevated temperature
- Vomiting

A child isolated due to suspected communicable disease shall be:

- Cared for in a room or portion of a room not being used in the preschool program;
- Within sight and hearing of an adult at all times. No child shall ever be left alone or unsupervised;
- Made comfortable and provided with a cot. All linens and blankets used by the ill child shall be laundered before being used by another child. After use, the cots shall be disinfected with an appropriate germicidal agent, or, if soiled with blood, feces, vomit, or other body fluids, the cots shall be cleaned with soap and water and then disinfected with an appropriate germicidal agent;
- Observed carefully for worsening condition; and
- Discharged to parent, guardian, or person designated by the parent or guardian as soon as practical.

The teacher shall follow the Ohio Department of Health “communicable disease chart” for appropriate management of suspected illnesses. A child isolated due to suspected communicable disease shall be cared for in a room not being used in the preschool program; within sight of an adult at all times; no child shall ever be left alone or unsupervised; made comfortable and provided with a cot or mat; observed carefully for worsening condition; and discharged to parent, guardian, or person designated by the parent or guardian as soon as practical. After use, cots will be disinfected and cleaned with soap and water; linens will be laundered. Parents of all enrolled children will be notified in writing when children are exposed to a diagnosed communicable disease such as pink eye, ringworm, chicken pox or lice. To return to preschool after an illness, a child should be without a fever for 24 hours.

Medication Policy

If medication is required to be administered to a child while attending the preschool program, the following must be obtained prior to administration. Only preschool staff who are health professionals or who have completed a drug administration training may administer medication

- Written instructions signed by a licensed dentist or doctor must be secured by the parent or guardian to administer medication—both prescription and over-the-counter medications.
- A prescription label shall contain the child's name, current date, and exact dosage to be given, and the route of administration. The prescription label shall be attached to the original container for each medication and food supplement.
- Prescription labels which do not contain a specified number of dosages to be given per day, but "as needed," shall be accompanied by written instructions from the parent or guardian.
- Parents must sign the written permission form for the teacher to administer medication.
- The written instructions from the doctor/dentist and the parent's/guardian's signed permission form will be kept in the classroom. Documentation will be kept on medication given.

Discipline Policy

A preschool staff member in charge of a child or a group of children shall be responsible for their discipline.

Constructive, developmentally appropriate child guidance and management techniques are to be used at all times and shall include such measures as redirection, separation from problem situations, talking with the child about the situation and praise for appropriate behavior.

Behavior management/discipline policies and procedures shall ensure the safety, physical, and emotional well-being of all individuals on the premises.

The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows:

1. There shall be no cruel, harsh, corporal punishment or any unusual punishments such as, but not limited to, punching, pinching, shaking, spanking, or biting.

2. No discipline shall be delegated to any other child.
3. No physical restraints shall be used to confine a child by any means other than holding a child for a short period of time, such as in a protective hug, so the child may regain control.
4. No child shall be placed in a locked room or confined in an enclosed area such as a closet, a box or a similar cubicle.
5. No child shall be subjected to profane language, threats, derogatory remarks about himself or his family or other verbal abuse.
6. Discipline shall not be imposed on a child for failure to eat, failure to sleep, or for toileting accidents.
7. Techniques of discipline shall not humiliate, shame, or frighten a child.
8. Discipline shall not include withholding food, rest or toilet use, and food shall not be used as a reward for behavior.
9. Separation, when used as discipline shall be brief in duration and appropriate to the age and developmental ability and the child shall be within sight and hearing of a preschool staff member in a safe, lighted and well-ventilated space.
10. The center shall not abuse or neglect children and shall protect children from abuse and neglect while in attendance in the preschool program.

COVID-19

Signs and Symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Common COVID-19 symptoms [among children](#) include fever, headache, sore throat, cough, fatigue, nausea/vomiting, and diarrhea. However, many children and adults infected with the virus that causes COVID-19 are asymptomatic (meaning they have no signs or symptoms of illness).

When to seek emergency medical attention

Look for emergency warning signs* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.

What to Expect at School

Upon Arrival

- Temperature and symptom checks will occur for all staff and children prior to entry into the classroom. Any person with a temperature of 100° or higher will not be permitted to enter the classroom.
- Staff and children must wash their hands upon entering the classroom.
- Social distancing and/or staggered drop off times will be enforced to ensure a limited amount of children are at the drop off location.

During the Day

- Frequent hand washing and/or sanitizing for staff and children
- Individualized child supplies and/or materials
- Frequent sanitation of large surfaces (tables, chairs, etc.)

During Departure

- Staff and children must wash their hands prior to departure
- Face coverings to be worn if transported by bus

- Social distancing and/or staggered pick up times will be enforced to ensure a limited amount of children are at the drop off location

Visitors

Limiting Visitors: The Ohio Department of Health recommends that schools should, as much as possible, prohibit visitors from entering school buildings. Visitations should be limited to those enrolling new students or for emergency situations. Temperature checks and symptom checks will be required for all visitors. In cases where schools and districts have partnerships with community organizations, health care providers and local government agencies that provide additional educational and wraparound services to students, staff of such partners should be allowed into buildings following the same precautions as school personnel.

Isolating Students Showing Symptoms of COVID-19 at School

The Ohio Department of Health has stated that any student exhibiting symptoms while physically attending school should be placed in a separate room, away from other students, monitored by school personnel maintaining physical distancing and wearing personal protective equipment. Any staff member exhibiting symptoms while working in the school also should continue to wear a face mask and self-isolate in a separate room, away from other staff and students. Students and staff exhibiting symptoms should go home as soon as possible.

Quarantine for Individuals Diagnosed or Exposed to COVID-19

Pursuant to Ohio Department of Health guidelines, families, caregivers and staff should notify the school if they have been exposed to COVID-19 or if they, or any members of their households, have been diagnosed with or presumed to have COVID-19. They also should notify the school if they are quarantined. Personnel and students with known exposure to someone with diagnosed or presumed COVID-19 must self quarantine at home for 14 days. Personnel or students who travel to a location with known community spread may choose to self-quarantine at home for 14 days.

Cleaning and Sanitizing

The preschool staff members will deep clean classrooms weekly on their planning day. In addition to deep cleaning classrooms, materials and/or toys will be sanitized daily once all children have been dismissed. Classroom restrooms will be sanitized between uses.

Inspections/Compliance

The preschool programs operated by East Central Ohio ESC are licensed and monitored by the Ohio Department of Education. At least once per school year, someone with the Ohio Department of Education conducts an unannounced inspection to ensure the health and safety rules are being enforced and followed. Copies of the inspection reports are located in each preschool classroom. Families may view the reports at any time. Families may also obtain the reports online by going to <http://childcaresearch.ohio.gov/> and searching the program name.

ECOESC Preschool Staff

Belmont County Cooperative Preschool Program

Amy Norman - Teacher (Bellaire Elem)	Lynsey Palian - Paraprofessional
Hydee Clouston - Teacher (Bellaire Elem)	Stacy Cross - Paraprofessional
Taylor Price - Teacher (Bellaire Elem)	Leann Doty - Paraprofessional
Brandi Antolak - Teacher (Bridgeport)	Amanda Funari - Paraprofessional
Maddie Pacifico - Teacher (Shadyside)	Taffany Rosen - Paraprofessional

Jesse Haney, Sydney Shultz - Speech Language Pathologists

Kayla Marling, Emily Holm - Itinerant Teachers

Ashley Schmitt - School Psychologist

Tuscarawas County Preschool Programs

Baltic Preschool - Garaway Schools

Maribel Martinez - Teacher	Laura Fender - Paraprofessional
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Sharon Moravian Preschool – Indian Valley Schools

Ann Shalosky - Teacher	Carolyn King- Paraprofessional
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Mineral City Preschool – Tusky Valley Schools

Shelly Clemence - Teacher	Karen Powell - Paraprofessional
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Christi Dawson and Allison Hoffmann - Speech Language Pathologists

Karli Rainsburg, Stephanie Sifferlin - Itinerant Teachers

Rolling Hills Preschool Program

Caila Rogers - Teacher (Byesville)	Beth Bergerson - Paraprofessional
Melissa Lappert - Teacher (Byesville)	Jessica Jeffries - Paraprofessional
Keri Manbeck - Teacher (Secrest)	Janelle Barns - Paraprofessional

Shauna Holmes, Megan Hupp - Speech Language Pathologists

Traci Mitchell - Itinerant Teacher

Tracy Panas - School Psychologist

Contacts

*Education is what remains after one has forgotten what one has learned in school. -
Albert Einstein*

East Central Ohio Education Service Center

Mr. Randy Lucas, Superintendent

Mr. Matt King, Treasurer

Mrs. Melanie Cronebach, Director of Student Services

Mrs. Kayla Harman, Preschool Supervisor

Belmont County ESC Office:

67400 Betty Lee Way

St. Clairsville, Ohio 43950

Phone: (740) 676-1272, ext. 1748

Fax: (740) 671-6010

Guernsey County ESC Office:

725 Wheeling Ave.

Cambridge, Ohio 43725

(740) 676-1272, ext. 1748

Fax: (740) 671-6010

Tuscarawas County ESC Office:

834 East High Avenue

New Philadelphia, Ohio 44663

Phone: (330) 308-9939, ext. 8205

Fax: (330) 308-0964

ODE Contact Information

This preschool program is licensed by the Ohio Department of Education. Department personnel are available to discuss any concerns or complaints you have as a parent. If you have concerns regarding the classroom environment teacher qualifications, health and safety conditions, the number of children, care of the children or similar matters, please call (614) 466-0224 or toll-free (877) 644-6338 and ask for Preschool Program Licensing.

If your child has an IEP and you have concerns regarding your parental rights or your child's program please call (614) 466-0224 or toll-free (877) 644-6338.