

♥ The mission of Zion Lutheran is to better know and show Christ's love. ♥

Zion Lutheran Church and School
1557 W. Seidlers Rd
Auburn, MI 48611
989-662-4264
www.zionbeaver.com



Worship

Saturday 7:00pm

Sunday 9:00am

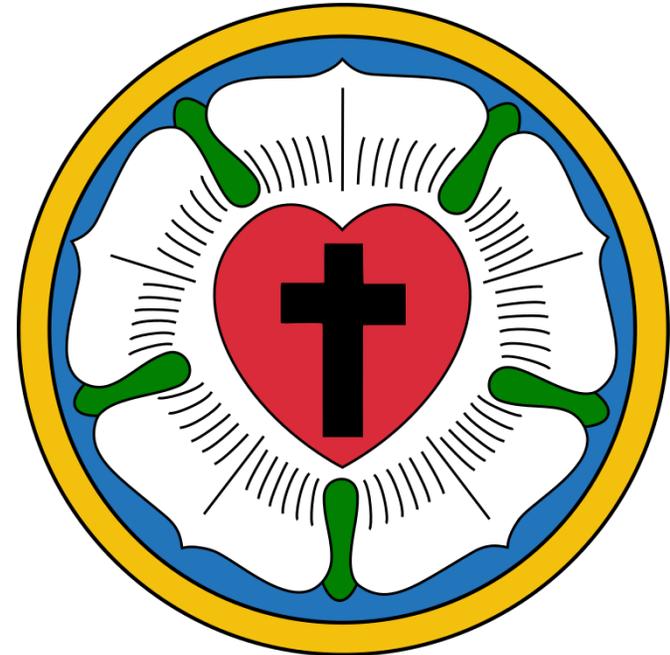
Sunday School/Bible Class 10:15 am

Contemporary Service

3rd Wednesday of the Month 7:00pm

Zion Lutheran Preschool & Young 5s Handbook 2017/18

IT'S STILL ALL ABOUT JESUS



“Jesus Christ is the same yesterday and today and forever.”

Hebrews 13:8 ESV

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- B. All program directors, lead caregivers, and at least 1 caregiver on duty in the center at all times in programs serving preschool age children and younger shall have current first aid and infant, child and adult CPR training. Each staff will renew this training each year.

Verification of all professional development required by this rule shall be kept on file at the center. Verification shall be issued from the training organization or trainer and include the date of the course, the name of the training organization or trainer, the topic covered, and the number of clock hours.

Staff

Ms. Lacie Steelmon, our Preschool Director has an Associate Degree in Early Childhood Education from Delta College. She is a mother of two girls who also attend Zion. Lacie has worked in various preschools and school districts across the state.

Mrs. Ashley Simons, our morning teacher earned an Associate degree in Early Childhood Development from Delta College in 2005. Over the years she has worked in many different child care settings around the Tri-City area. She grew up in Auburn and attended Zion Lutheran School through 8th grade.

Mrs. Rachel Schwartz is our teachers aide in the morning. She has three boys that attend Zion.

Anjani Mahabir attended Lutheran schools at St. Peter's East-pointe and Lutheran High East, before attending the University of Michigan, where she received a Bachelor of Science in Kinesiology. She studied abroad in Prague, Czech Republic and lived there almost eight years. While in Prague she started teaching preschool. Her hobbies include cooking, knitting, reading, doing puzzles, biking, playing volleyball, traveling, and learning/speaking foreign languages. It is with pleasure that she joins Zion Lutheran this year.

Welcome

The members and staff of Zion Lutheran Church & School extend a warm welcome to the children and parents of those who will be enrolled in the Zion Lutheran Preschool program. We feel certain that your experience at Zion will be a worthwhile experience for all involved. We pray that your children may grow in the understanding of our Lord.

Purpose

The purpose for Zion Lutheran Preschool is summarized in the words from Luke 18:15-17. *“Some people brought their babies to Jesus for Him to place His hands on them. The disciples saw this and scolded them for doing so, but Jesus called the children to Him and said: ‘Let the children come to Me and do not stop them, because the Kingdom of God belongs to such as these. Remember this: Whoever does not receive the Kingdom of God like a Child will never enter it.’”*

Parents in a Christian home have the first responsibility and gives the child his/her first Christian instruction and training. However, Zion Lutheran School shares this responsibility with parents, and it strengthens and supports the parents in this effort. Our desire is to assist parents in our congregation and community in leading their children into the open, loving arms of Jesus. The church’s assistance comes in the form of providing an environment conducive to learning. We will attempt to enlarge each child’s perspective, helping him/her to see himself/herself as a member of a community, and as a member of God’s family. We propose to unite with the home in the common goals of guiding children both educationally and spiritually. May God bless our joint efforts.

Title IX Statement

Zion Lutheran School believes that educational opportunities and programs should be open to boys and girls on an equal basis and that employment opportunities shall be available to men and women equally. The school shall therefore not discriminate on the basis of sex or race in administering our educational policies, programs, activities, and employment practices.

Child Protection Policy

The State of Michigan Child Protection Law (Act No. 238, Public Acts of 1975, as amended, being Sections 722.621 – 722.636, Michigan Compiled Laws) states that “Child Abuse” means harm or threatened harm to a child’s health or welfare by a parent, legal guardian, or any other person responsible for the child’s health or welfare by a teacher or teacher’s aide which through non-accidental physical or mental injury; sexual abuse; sexual exploitation; or maltreatment. “Child Neglect” means harm or threatened harm to a child’s health or welfare by a parent, legal guardian, or any other person responsible for the child’s health or welfare which occurs through either of the following: a.) Negligent treatment, including the failure to provide adequate food, clothing, or medical care, b.) Placing a child at an unreasonable risk to the child’s health or welfare by failure of the parent, legal guardian, or any other person responsible for the child’s health or welfare to intervene to eliminate that risk when that person is able to do so and has, or should have, knowledge of the risk. Zion Lutheran School treats child abuse and neglect sternly and will therefore adhere to the following guidelines in dealing with suspected child abuse cases according to the Child Protection Law.

- A. As a regulated child care provider, if there is reasonable cause to suspect child abuse or neglect, Zion shall immediately, by telephone or otherwise, file an oral report, or cause an oral report to be made, of the suspected child abuse or neglect to the Department of Social Services.
- B. Within 72 hours after making the oral report, the reporting person shall file a written report as required in this act. If the reporting person is a member of the staff, the reporting person shall notify the School administrator of his or her finding and that the report has been made, and shall make a copy of the written report available to the School Administrator.
- C. A member of the staff of the school shall not be dismissed or otherwise penalized for making a report required by this act or for cooperating in an investigation.
- D. The identity of the reporting person shall be confidential subject to disclosure only with the consent of that person or by judicial process. A person acting in good faith, who makes a report, cooperates in an investigation, or assists in any other requirement of this act shall be immune from civil or criminal liability that might otherwise be incurred thereby.
- E. A person, required to report an instance of suspected child abuse

- A. A listed offense, as defined in section 2 of the sex offenders registration act, 1994 PA 295, MCL 28.722.
- B. Child abuse or child neglect.
- C. A felony involving harm or threatened harm to an individual.
- D. Documentation from the Department of Human Services that a volunteer has not been named in a central registry case as the perpetrator of child abuse or child neglect shall be on file at the center before having unsupervised contact with a child in care.

STAFF

Screening Policy for Staff

All employees of our Preschool program have had a completed Child Abuse/Neglect Central Registry check, a criminal history background check and an ICHAT check with the State of Michigan.

A staff member shall not be present in the center if he or she has been convicted of any of the following:

- A. A listed offense, as defined in section 2 of the sex offenders registration act, 1994 PA 295, MCL 28.722.
- B. Child abuse or child neglect.
- C. A felony involving harm or threatened harm to an individual.
- D. A staff member shall not be present in the center until there is documentation from the Department of Human Services on file at the center that he or she has not been named in a central registry case as a perpetrator of child abuse or child neglect.

Staff Development Policy

- A. All program directors, site supervisors, and caregivers shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities, including, but not limited to , child development/learning; health, safety/nutrition; family/community collaboration; program management; teaching/learning; observation, documentation, & assessment; interactions/guidance; professionalism; and the child care center administrative rules.
 - I. The center shall provide an orientation of policies, procedures, and administrative rules to all new hires.
 - II. Before unsupervised contact with children, all staff will complete blood-borne pathogens training.
 - III. All staff are to review emergency procedures, responsibilities, and reporting procedures twice a year.

children to and from excursions, people who assist with classroom routines such as listen to reading under the direct supervision provided by paid staff.

A volunteer's assessment will be made in relation to the skills and contributions being offered and after verification of the person's good character. Potential volunteers:

1. May be required to attend an interview and attend a training session.
2. Are required to complete:
 - School Volunteer Information Form.
 - Authority to Access Personal History Information.
 - Authorize for an *Internet Criminal History Access Tool (ICHAT)* be completed by the school. ICHAT allows the search of public records contained in the Michigan Criminal History Record.

The School Administrator's decision is final in determining who is eligible to function as a volunteer at the school. Any applicant not accepted for volunteer work will be advised in writing.

A volunteer must adhere to the Volunteer Responsibilities document shared with those wishing to volunteer. A Volunteer Driver Information Sheet will need to be filed in the school office for those parents that drive children as a volunteer. Forms are available in the school office.

- A **Volunteer Form** must be on file in the office if a parent or other friend serves as a volunteer for the school.
- A **Driver Information Form** must be on file if a volunteer is used to drive for a school outing.
- A **Student Emergency Form** is kept in the school office. This form indicates which hospital students may be sent to in event of an emergency situation. Parents will be contacted immediately. However, in case the contact cannot be made, the information provided by this form will assist the school and emergency experts in decisions that will need to be made.

Screen Policy for Volunteers

(This policy includes all volunteers including those that are parents of children enrolled.)

Volunteers are not permitted to be with children unsupervised. If he or she has been convicted of any of the following, they will not be able to volunteer.

or neglect, who is required to report under this act and who fails to do so, is civilly liable for the damages proximately caused by the failure.

- F. A person, required to report an instance of suspected child abuse or neglect, who is required to report under this act and who knowingly fails to do so, is guilty of a misdemeanor.

Harassment

It is the policy of Zion Lutheran School to maintain learning and working environments that are free from sexual harassment. It shall be a violation of this policy for any member of the Zion Lutheran Board of Christian Day School, faculty, staff, volunteers, or student body to harass a faculty, staff, volunteer, or student member of Zion Lutheran School through conduct or communications of a sexual nature. If a violation does occur, proper referral forms and procedures are outlined in school policy. Please ask at the school office for the appropriate directions.

Health and Safety

The State of Michigan requires that a Health Appraisal (green form) be held on file for each child. Immunization records must be up to date and recorded on the green health form. These are to be completed and returned to school before classes begin. Any new immunizations should be reported to the school office. Student Emergency Forms are also kept in the school office. This form indicates which hospital students may be sent to in event of an emergency situation. Parents will be contacted immediately. However, in case the contact cannot be made, the information provided by this form will assist the school and emergency experts in decisions that will need to be made. **Please report any address or phone number changes to the school office immediately.**

Medication

A detailed Administration of Medication Policy is on file in the school office. It is in compliance with Section 380.1178 of the Michigan School Code. Medication includes both prescription and non-prescription medications. It includes those taken by mouth, taken by inhaler, those that are injectable (Epi-pen), those applied as drops to the eye or nose, or those applied to the skin. A **Permission Form for Prescribed Medication** will be necessary for medication to be adminis-

tered by the school personnel. These forms are provided at the school office or are available at most doctors' offices.

Medication should be brought to the school by the parent or guardian unless other safe arrangements are necessary and possible. This procedure is strongly recommended when medication is a Schedule II controlled substance (i.e. Ritalin). Zion Lutheran School reserves the right to verify the amounts of medication brought to the school. All medication will be brought to school in a **labeled container** as prepared by a pharmacy, physician, or pharmaceutical company and labeled with dosage and frequency of administration. A log of medication administration, by individual, will be kept.

Student Illness

Children who have had a fever, sore throat, bad cold or cough, rash, unusual fatigue/irritability, or flu symptoms including vomiting and diarrhea in the past 24 hours must be kept home. In this way the child can get the extra loving care only a parent can provide during an illness. **Please call the school office if your child will be absent.** Any communicable disease such as chickenpox, scarlet fever, pink eye, head lice, scabies, etc. should be reported to the teacher immediately so that other parents can be notified.

These rules are for the protection of all the children in the class. Small children are very susceptible to communicable diseases. With everyone's cooperation, the disease rate can be kept to a minimum.

Staff Illness

Staff who have had a fever, sore throat, bad cold or cough, rash, unusual fatigue/irritability, or flu symptoms including vomiting and diarrhea in the past 24 hours must stay home. **Please call the school office if you will be absent.** Any communicable disease such as chickenpox, scarlet fever, pink eye, head lice, scabies, etc. should be reported to the Administrator immediately so that other parents can be notified.

These rules are for the protection of all the children in the school. Small children are very susceptible to communicable diseases. With everyone's cooperation, the disease rate can be kept to a minimum.

VOLUNTEERING

T.E.A.M. Assembly (Our version of PTO)

T.E.A.M.= Together Enhancing Academics and Ministry.

We want to help you help your child! Get involved with our school because statistics prove that doing so will be good for your child. We have officers and parents room representatives. TEAM hosts a variety of activities during the school year for the children such as: Trunk or Treat, Jesus' Birthday, Easter Egg Hunt, Fun Fair/Silent Auction (odd years), Father/Daughter Dance (even years), Teacher appreciation Week, etc. TEAM also provides funds for such things as: Accelerated Reader program, Teacher Wish List, Computer Lab upkeep, as well as the events hosted by TEAM. They host an apple pie fundraiser to fund the budget every year and many hands are needed. Please consider joining us at our monthly meetings. Childcare can be provided with notice ahead of meeting. All parents are encouraged to participate.

Volunteers

An integral component of the children's education at Zion Lutheran School is partnership that develops between the school and the families that use Zion as their elementary education center. The partnership is manifested in the many times that parents are a part of the process at Zion through the many volunteer hours that are given at the school. The school benefits tremendously from these parents that sacrifice time to be a part of their child's educational process.

Volunteering, or service, is a proper model of the life of our Savior, Jesus Christ. Jesus spent His entire life as a servant for all people. He is our most important model of the way we are to give of our time and talents. Children model their parents in various ways. It is important for children to see that parents believe a life of service to others is important. Children also need to see that their education is equally important to their parents.

Volunteers at Zion Lutheran School will be assessed for their suitability to work at the school by the staff and the School Administrator, with the School Administrator holding the overriding decision of suitability.

For the purpose of the volunteer policy, a volunteer is a person who supervises and/or works with students of the school in a relatively indirect supervised manner. Examples of such volunteers include coaches of sporting teams, people of the school community who drive

EMERGENCY EVACUATION PROCEDURES

Fire Drill Procedure

At the sound of the alarm, all children will line up with the teachers at the closest exterior door. The teacher will lead the children out the door. The lead teacher will assist and be responsible for children with special needs during emergency procedures. The teacher will make sure the lights are off and the doors are closed as they follow the last child out. The teacher will take along a class roster and their “go bag” and once outside, they will count the students and take roll to ensure all students are present. When the School Administrator gives the all-clear signal, the teacher will lead the students back to the classroom.

Tornado and Civil Defense Procedure

In case of tornado, high winds, or a civil defense situation, it is important that students avoid flying glass. At the sound of the tornado alarm, all students will enter the classroom bathroom. The students will face the wall and crouch down with their hands over the backs of their heads.

The lead teacher will assist and be responsible for children with special needs during emergency procedures. The teacher will follow the students and make sure the lights are off. The teacher will take along a class roster and their “go bag” they will count the students and take roll to ensure all students are present. When the School Administrator gives the all-clear signal, the teacher will lead the students back to the classroom. ***If for any reason any emergency situation is expected to last for a long duration, teachers will walk students to the church across the street, where parents may reunite and pickup their children.***



PRESCHOOL REQUIREMENTS

Entrance Requirements

Children are eligible to register for our program at the age of 3 years or older.

Children must be potty trained and able to take care of themselves in the bathroom with minimal or no assistance.

Registration for Preschool is \$50. All students entering Zion Lutheran Preschool must have a physical examination record, a copy of their birth certificate, a copy of their immunization record, Emergency card, and a health history for the school's files. Vaccination requirements include one Hepatitis B, two MMR's, one Varicella (chicken pox), and up-to-date vaccinations on DTP, Polio, and Hib as well as Pneumococcal Conjugate, or a signed document on file from the parents stating they have decided not to vaccinate their child.

Zion Lutheran Preschool reserves the right to exercise professional discretion regarding the suitability of the program for the admission of any child. The decision will be based on the criteria of physical, social, emotional, and intellectual development.

Fee Policy

Preschool Tuition Rate:

5 days a week: \$1620 yearly or \$180 monthly

Young 5 (whole day) Tuition Rate:

5 days a week: \$3240 yearly or \$360 monthly

Tuition fees will be collected on the first day of each month from September through May. Payments can be given to the school office or placed in the mail. Should payments be late, notice must be given to the school office regarding circumstances. If not, a contact will be made to make arrangements. Tuition payments in advance may also be received.



PRESCHOOL INFORMATION

Curriculum

Curriculum in the early childhood classroom is what happens throughout the day that contributes to the growth and development of the young child. It is the totality of all experiences from the first “hello” upon arrival to the last “good-bye” at the conclusion of the day. Zion Lutheran Preschool meets all state requirements and includes Bible stories and worship, music, art, language, social studies, sensory & science, math, fine and gross motor skills, and physical development activities. These subject areas are not taught separately, but rather are integrated into the happenings of the entire day.

Faith development is the core of the curriculum in a Lutheran Preschool program. All activities add to the spiritual life of young children. Faith development is more than having an isolated “Jesus Time” in the daily schedule. Integrated in the curriculum are experiences that help a child understand God’s love for all people.

Time and Schedule

Preschool hours are Monday through Friday 8:00am-11:00am or 12:00pm-3:00pm. The classroom will be opened at 7:30am.

Daily Schedule

The Preschool daily schedule is as follows:

7:30-8:00/11:45-12:00	Arrival - greet each child.
8:00-8:25/12:00-12:25	Self-selected activities and interest centers for active work and play, role playing, blocks, games, etc.
8:25-8:45/12:25-12:45	“Carpet” Time for thematic activities – Bible Stories, stories, finger plays, songs and music, sharing and language development activities, calendar.
8:45-9:15/12:45-1:15	Gym/Outside time, Preschool Chapel, and/or Exploration time.
9:15-9:25/1:15-1:25	Clean up and toileting.
9:25-9:40/1:25-1:40	Snack and clean up.
9:40-10:55/1:40-2:55	Manipulative/Cognitive activities, puzzles, name writing, coloring, fine motor, etc. (this starts at circle time).
10:55-11:00/2:55-3:00	Closing.

After School Schedule

3:00pm-4:00pm	Homework, cognitive/quiet activity
4:00pm-4:15pm	Snack
4:15pm-5:00pm	Art, sensory, or music activity
5:00pm-6:00pm	Exploration time

This program follows the school calendar and is unavailable when there is no school.

School Calendar

A calendar of scheduled vacations and days off will be given to each parent. When there is a day listed as “No School” that includes Preschool. There will be no Preschool that day.

School Closing

In the winter months of most years there are snow or ice days. If school is canceled due to bad weather, Zion **Preschool** will also be closed. Please watch for “Zion Lutheran of Auburn” on WNEM & NBC. There will also be a Facebook post. We also ask you to sign up to receive our whole school message system with REMIND.

REMIND

Zion Lutheran School uses an app service by the name of **RE-MIND**. **REMIND** allows the school to text parents with emergency information quickly. In addition, we will use the service for reminders and announcements, as well as weather related closures. Examples of usage include cancellation of games and practice, announcements of deadlines, etc. **Please see your teacher or visit office on how to enroll.**

Fast Direct

Zion Lutheran School uses a web based program for the purpose of communicating with parents. The Fast Direct program will keep track of children’s hot lunch records, report cards, and financial records. Parents have constant access to these records. Parents sign onto the web address with a login, enter their password, and use the options available. In addition, the web site has the ability for teachers to communicate with parents and vice versa. A school calendar is also available on the website at www.fastdir.com/zionbeaver.

Progress Reports and Conferences

A report of each child's progress will be given through a scheduled Parent/Teacher conference in November. Portfolios, checklists, and other assessment tools may be used for reporting purposes. Additionally, parents or the teacher may request a special conference at any time.

After School Program (optional)

The after school program will be available to all children ages 3-14 years that attend Zion Lutheran School. The fee is \$8 per child, per day.

The program is after school until 6:00pm. The program will follow the school calendar, and if there are snow days, holidays, or no school days, the program **will not** be available for those days. Transportation to and from these programs are the parent/guardian's responsibility.

Please pack a light snack for your child to have in after care (no candy). The programs will have structure including but not limited to; art activities, reading, gym/outside time, and time to complete homework. We ask that parents commit to days and times so we can properly staff the programs.

All students must have a good health waiver signed by parents to attend the program.

Payment is paid ***in advance of service*** and is due by Friday of each week for the upcoming week, at a minimum. If you would like to pay ahead for further weeks, months, etc. that is also acceptable. If a child is home sick or is excused from school with a prearranged absence there will be no charge for those days.

Our program closes at 6pm. The late pickup fee is \$15.00 for the first 1-15 minutes after 6pm. Each additional minute late = \$1.00. We will set our clocks according to cell phone time. This fee is for each child in the program. Your child must be in your care and possession by 6pm.

Drop-ins will be accepted *if space is available*. We have to follow the state laws in regards to the ratio of caregiver to student. In fairness to all families, payment **must** accompany the child at the time of service or upon the time of pick-up. If drop-ins becomes a regular habit we will ask that families sign-up for the program and pay in advance.

The daily schedule of activities is just a guide. Certain activities and projects will require changes to the schedule. The goal is to explore, grow, and learn and adhering to a strict schedule cannot always accomplish this. Parents are always welcome to visit the classroom.

Arrival and Departure

The transportation of children to and from Preschool is the responsibility of the parents. Parents driving in a car pool are asked to provide the Teacher with a written schedule and list of names. If it becomes necessary for a child to leave school with someone other than a parent or carpool driver, prior authorization must be given in writing to the Teacher.

The children are to remove hats and coats in the hallway before coming into the classroom. Hooks are available outside the classroom door. The classroom door will be opened at 7:30am. Pick up will be promptly at 11:00am. Parents are asked to wait in the hallway until the students are dismissed. **An adult must accompany children when walking to and from the Preschool classroom.**

Hot Lunch Program and Payment (for Young 5)

Daily hot lunches are offered to children who wish to partake. The cost of lunch is \$3.50. **Parents are asked to pay in advance regularly.**

Hot Lunch Payments

Payments for hot lunch can be sent to the school office any day. The Fast Direct program will keep track of each meal or milk the child uses.

In order to purchase food for the hot lunch there must be sufficient funds to purchase food items. If a family chooses to wait and accrue a balance in excess of \$20, measures will be taken to insure that the payment is made. The final result will be that students will be served the most economical meal that we can serve peanut butter/jelly sandwich, milk, and a fresh fruit. Zion will NOT refuse to serve a meal because parents have not paid their bill in a timely manner.

Please make all hot lunch payments on a timely basis to the school office on a regular basis.

Snack

We will ask for a snack fee to be made from each child. On average for our class size the cost of snack averages around \$10 a day. Your

child is responsible for \$80 that will cover the year. This will help us to provide nutritional snacks with a variety to the children.

Please inform the Teacher of any food allergies or sensitivities. Snack payment must be made in full by September 30.

Discipline

The Staff will use positive methods of Christian discipline, which encourage the development of self-control, self-direction, self-esteem, and cooperation. The rules are simple. 1) Walk in the classroom and school building. 2) Use inside voices in the school. 3) Keep hands to themselves. 4) Put toys away after they are used. Generally, discipline means to have respect for self and others.

If unacceptable behavior persists, a “time out” period will be observed, followed by a discussion with the Teacher or Aide. A conference with parents may be requested, if the behavior of a child in the classroom is interfering with the total learning process.

Discipline is always used in a firm and loving manner. Children learn they are forgiven and to forgive others, just as our loving God forgives.

Withdrawal

If it is necessary for parents to remove a child from Preschool, advance notice of this intention is requested at the school office. **Parents are held accountable for tuition costs up to the date of leaving plus one full month following the withdrawal.** Additional unused tuition monies will be refunded. If a child does not make proper adjustments to Preschool, or if his presence is considered a severe detriment to other children in the Preschool program, a parent may be required to withdraw such a child. Unused tuition fees will be refunded in full.

Zion Lutheran Preschool reserves the right to exercise professional discretion regarding the suitability of the program for the withdrawal of any child. This decision will be based on the criteria of physical, social, emotional, and intellectual development.

Serious Accident or Injury

A school staff member will contact emergency personnel while the Teacher remains with the injured child and the Aide will involve the other children in classroom activities. An accident report will be filed in the school office in the case of a serious accident or injury. Parents

will be notified in the event there is a change in the child’s health (fever, vomiting, etc), when a child experiences an accident, injury, or incident (broken bone, bleeding etc.) or when a child is too ill to remain with the group.

Clothing

Special clothing is not necessary for Preschool. Regular play clothes are recommended. Clothing should be simple, washable, and appropriate to the season. Children should be able to handle their clothing in the bathroom. Complicated snaps, buttons, fasteners, etc. can cause great difficulty and should be avoided. All outdoor clothing should be clearly marked with the child’s name for easy identification.

A pair of gym shoes (never worn outside) must be sent to school for the sole purpose of wearing them in the gymnasium. It is up to the parent if they want to keep them at the school or in the child’s backpack. For a child to participate in Gym time, these shoes are required!

School Bag

Children should bring a full sized back pack (no wheels) to school each day for taking home art projects and parent notes. The bag should be easily opened and closed by the child and should be clearly marked with the child’s name.

Items/Toys from Home

Please keep toys, games, stuffed animals, etc. at home. The classroom provides many toys. We have experienced bringing in items from home to be extraneous.

Birthdays

Birthdays are special occasions in the life of Preschoolers and they will be celebrated during the school year. For summer birthdays, a school birthday celebration will be chosen by the Teacher. The snack calendar will be adjusted so that a child may bring a snack on or near their birthday. The teacher and parent will work together to make appropriate plans for the birthday snack.