

Arrival ...

Having your child here not later than 8:45am to take part in the morning activities will give your child a better feeling throughout the day. It will enable your child to transition into class with minimal difficulty. It will also give us adequate time to greet you and your child into the classroom as well as getting needed information for the day.

Unless prearranged with the Lead teacher in advance, children may not be dropped off during naptime.

Exceptions: Teachers can be expected to be supportive and flexible when circumstances occasionally necessitate a naptime drop off such as, when a child is picked up for a 10:30 am doctor appointment. When a situation like this arises, parents should be reminded when nap begins.

Parents can also be asked to feed the child lunch before returning, if that would reduce disruption. It is very important not to disrupt the sleep patterns of the children, plus the dark room could cause your child to become apprehensive about your leaving.

*Make sure you arrive with enough time to take your child to wash their hands first thing in the morning in our bathroom.

Remember to sign in every morning your child in our sign in sheet. This is very important as we use this sheet in case of an emergency and child attendance.

Dismissal

As you may be aware, we'll be implementing several security steps to make sure no child is dismissed to the wrong person. In case someone new is coming to up your child we will ask for their Driver License and check in your child's paperwork for the corresponding authorization. We must have a written authorization when someone else other than the parents are coming to pick up your child.

It would be helpful if your child is aware when someone else will be picking them up.

We understand that sometimes traffic or emergencies may prevent you from being able to pick up your child promptly at 6:00 but, please know that the children notice when parents are habitually late and it can be a sore spot for them over time.

Try to be prompt daily, as we'll try to be prompt to dismissing them to you.

Please remember our school policy is that when arriving at 6:01 or later you'll have to pay a late fee right the way to the corresponding teacher.