

# Emmanuel Methodist Preschool News

September, 2019



## Dates to Remember

**August 29, 2019**  
Drop-In Day/Parent Orientation

**9:00 am-10:30 am**  
2 Day MMO Class

**11:00 am-12:00 pm**  
2 Day AM/Extended  
3 -Year Old Class and  
5 Day Extended  
3-Year Old Class

**August 30, 2019**  
Drop-In Day/Parent Orientation

**9:00 am-10:00 am**  
3 Day MMO Class

**11:00 am- 12:00 pm**  
3 Day Extended  
3-Year Old Class

**12:00 pm-1:00 pm**  
All 4-Year Old Classes

**September 1, 2019**  
Monthly tuition due

**September 2, 2019**  
School Closed in Observance of  
Labor Day

**September 3, 2019**  
First Day of School for...

2 Day 2 Year Old Class -1 hour  
½ Class: 9:00 am-10:00 am  
½ Class: 10:30 am-11:30 am

*(Please see schedule in  
Summer Information Packet)*

2 Day AM and Extended  
3 Year Old Class  
5 Day Extended 3's, 4's and  
KinderPrep Classes



Welcome! We hope that everyone has had an enjoyable and relaxing summer. We are looking forward to another fun-filled year here at Emmanuel Preschool. The teachers have been busy preparing their rooms, creating fun hands-on activities, and planning exciting and educational field trips.

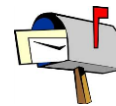
We look forward to a fun and exciting year as well as partnering with our families to provide a safe, loving, and active learning environment.



## Required Forms and Materials

Please check to ensure that we have the following:

- Four pictures for your child's cubby, name tag and other things throughout the year.
- "All About Me" form
- Health Inventory Forms (for New Students) or updated Immunization record (for returning students)
- Medications with signed authorization forms. Medications must be brought to the Office.
- Emergency Cards – Due Tuesday/Wednesday, September 3<sup>rd</sup> and 4<sup>th</sup>.



## Monthly Tuition And Extended Care Payments

If you are paying monthly, your next payment will be due on September 1, 2019. Previous deposits paid will be applied to the last two months of the school year. All tuition payments are due on the 1<sup>st</sup> of each month and payable by check or money order. Please use the designated white mailbox near the parent lending library marked "Preschool Tuition Only". **Please note:** There will be a **\$20.00 late fee** assessed on all tuition payments received on or after the 10<sup>th</sup> of each month. **All Lunch Bunch, Before, Extended and After Care payments are due on the 1<sup>st</sup> of each month. There is no grace period for Extended Care**



## Email Communication

Communication between home and school builds a strong foundation for your child's learning experience and is very important for a successful school year. Throughout the year we (preschool office and lead teachers) will communicate through e-mails to keep you informed. We ask that parents check their email frequently especially at the beginning of each month. After September, the preschool newsletter and "Early Years" will be sent via email.

Please check with Ms. Katie to confirm that she has the correct email address for which you would like all email correspondence sent. Email notifications will go to the parent not grandparent or babysitter unless permission is given to us by the child's parent to do so. The email address provided on your child's registration form is what we have on file and in the system.



## Proper Foot Wear

For SAFETY reasons, we ask that you do not allow your child to wear sandals, Crocs, flip-flops, or opened toed shoes (even with socks) as they tend to cause preventable injuries to those cute little toes, in addition to falls on the playground, and slips in the classroom.

## Important Dates

### Continued.....

**September 4, 2019**

**First Day of School for...**

3 Day 2-Year Old Class -1 hour

½ Class: 9:00 am- 10:00 am

½ Class: 10:30 am- 11:30 am

*(Please see schedule in  
Summer Information Packet)*

3 Day Extended

3-Year Old Class

3 Day Extended and Full Day

4-Year Old Classes

**September 5, 2019**

2 Day 2-Year Old Class:

9:00 am- 10:30 am -1.5 hours

(Whole Class)

**September 6, 2019**

3 Day 2 Year Old Class:

9:00 am- 10:30 am 1.5 hours

(Whole Class)

**September 9**

First official day for

3 Day 2's Class

**September 10**

First official day for the

2 day 2's Class

**September 12/13**

Music with Ms. Tracy

**September 13**

Tee Shirt Orders Due to the

Office Today

**September 18/19**

Chapel

**September 20**

Scholastic book order due

**September 23**

Wreath Fundraiser Begins Today

**September 23/24**

Ages & Stages Questionnaires  
distributed

**September 24/25**

P.E. with Jump Bunch

**September 23/24**

Ages & Stages Questionnaires  
distributed

**September 26/27**

Music with Ms. Tracy

**September 30**

Staff In-service- No Class



## Lunch

All extended and full day classes are required to bring a lunch. Please ensure that your child's name is written on their lunchbox and all items are ready to eat. No Sippy/juice cups allowed. Milk and/or water will be provided for your child to drink by the preschool. When packing lunch please keep in mind that Emmanuel Preschool is a NUT-Free school.



## Discipline Policy

Children are encouraged to work together in the classroom and on the playground. In the event that there is a problem, we...

- Intervene and help/guide the child/children to work out a solution.
- Redirect the child/children to another activity.
- Ask the child/children to take some "time-out" in the classroom.
- Remove the child/children from the classroom.
- Notify the parents so that together we can help the child through behavior modifications.



## Arrival Schedule & Parking

You may park anywhere in the lower parking lot and enter the building through the double glass doors across from the preschool office. All classes begin at 9:00 a.m.

Don't forget to sign your child in and out each day. If your child has an allergy, there is a spot on the sign-in sheet to indicate that you have checked the snack for the day.

BEFORE &  
AFTER  
SCHOOL CARE

## Before, Extended Day and After Care

Students in the MMO program who are enrolled in Before Care, will begin Before Care on September 9<sup>th</sup> and 10<sup>th</sup> after their official first day of school. Before, Extended and After Care will begin on September 3<sup>rd</sup> for all other students.

**Payments for Lunch Bunch, Before Care, Extended Care and After Care are due on the 1<sup>st</sup> of each month. Late fees will apply if received after the 1<sup>st</sup>.**



## Emmanuel Preschool is Peanut Sensitive

We strive to be peanut-free but, unfortunately, we cannot guarantee instances that are out of our control. Teachers will double check lunches and snacks that are sent in. Parents, you can help us by checking labels for possible traces or cross contamination of peanuts, tree nuts, etc. before sending food into school.



## Illness Policy

We know that it is not practical or realistic to expect parents to keep children home every time they have a runny nose, but there are times, when children should stay at home. Children suffering from fever, vomiting, diarrhea should be symptom free for 24 hours without any further occurrences or the use of medication, before returning to school.



## Ages and Stages

Ages and Stages questionnaires are the best developmental and social-emotional screening for children from one month to 5 ½ years. ASQ helps to...

- Identify strengths and trouble spots.
- Educate parents about developmental milestones.
- Incorporate parents' expert knowledge about their children.

These forms will be sent home **beginning Monday, September 23, 2019** to be completed and must be **returned no later than Tuesday, October 2, 2019.**