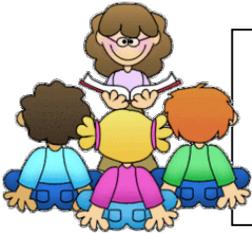




????? Frequently Asked Questions ?????

What is Explore Your Classroom?

This is an important day for you and your child. Together you will have the opportunity to explore your child's new classroom. The teacher and teacher assistant will be in the room to introduce themselves and answer any last minute questions you may have. While you are here we suggest that you and your child play with some of the toys and talk about the first day of school. Explain that the next time your child comes, "mommy or daddy will leave for a while and you can stay and play". Remember which toys were the favorites and if your child is apprehensive before school, mention these toys to encourage him/her to attend school. The classroom will be open for 45 minutes and we suggest you spend about 20 minutes in the class. Dates and times are listed below, but please check your Letter from the Teacher mailed to you in August to confirm the day your child's classroom will be open. It is imperative that you bring your medical forms to Explore Your Classroom. We are looking forward to seeing you!



EXPLORE YOUR CLASSROOM SCHEDULE

September 13th – *Explore the Classroom:*
9:30-10:15 Classes H2, H4, C2, C4 (including plus)
10:45-11:30 Classes H3, H5, C3, C5 (including plus)

What is a typical day?

After the children are dropped off they have a few minutes with their classmates and the teacher while the assistant goes through backpacks and helps the children get situated. After everyone has arrived, the classes will come to the gym room for community time referred to as *sing time*. Together we all sing songs, play games, listen to stories, and/or watch skits performed by the staff. The director leads *sing time*. Before returning to the classrooms the children salute the flag and sing the anthem. Birthdays are also celebrated here by asking the birthday child to stand with the Director and hold the flag for the salute. Afterwards everyone joins in to sing Happy Birthday. Parents are invited to attend sing on their child's birthday if you feel it would not make your child too sad to see you leave.

Each teacher follows a daily schedule; planned exclusively for her class. Each class will spend time in the art room, gym/music room weekly. Everyday, weather permitting, the children will play outside on the playground and/or take a short walk around the school property. Class time is fun and busy. The children will work in small groups painting, learning new skills, mastering old skills, making crafts, play-acting, exploring letters and numbers and socializing with friends while playing with our numerous toys. All children will eat lunch with his/her classmates in the classroom, and if your child is here for a full day, they will then go to rest on a mat while listening to soft music.

What is the Bathroom Policy?

The teacher or assistant changes children still in diapers at the changing table when needed. Potty training is not a requirement at the Hummingbird or Chickadee level but please keep your child's teacher/assistant informed if you are working on training at home. For those children who use the potty; before the children go outside or have lunch, they take a trip to the bathroom (one small group at a time with the teacher assistant). If your child needs help with snaps, zippers or buttons she is there to assist. If a child requests to use the bathroom at anytime, he/she is taken immediately. The teacher will also ask if anyone else would like to visit the potty at this time. This is a good reminder for those children who get so involved in play that they forget to ask or those that may be too shy to ask. We ask that you please use pull ups **only** if your child is in the process of potty training. **For children who are not potty training, please use diapers.** Thank you.

**What do I
pack for
Lunch?**

Pack anything that you know your child will eat or drink. Please, however, do not send candy or soda. Some suggestions are sandwiches, cut up fruit, or cheese and crackers. Yogurt, pudding and Jell-O are also good but they tend to spill, so if possible only pack the small portions and remember to pack a spoon. Our staff is happy to help your toddler while eating but if possible, please refrain from sending soup. We are unable to refrigerate or microwave lunches, so plan accordingly. All students will need to bring in a lunch daily. A snack, which will consist of animal crackers, pretzels, oyster crackers, cheerios and/or nilla wafers will be provided. Please send a reusable water bottle daily for your child.

**What is the
Arrival
Policy?**

We will open the doors 3 minutes early and parents and children will come in and form a line next to their respective classes. Please be considerate of others and wait patiently in line. This enables your child's teacher to give *every* family a warm welcome. Classrooms will open at 9:00. Teachers will be at the door to greet the children and bring them into the class. Dismissal will proceed in the same manner.

Also, we train our staff to have a "quick" arrival and dismissal time, especially at the beginning of the year. The children are anxious to get into the classroom at arrival time and are looking forward to seeing their pick-up person at the end of the day. If you should have any questions or concerns, please do not address them at this time. Please see Mrs. Tracy (the Director). If you have a question for the teacher, please put a note requesting she call you in your child's backpack. You can also email wgivingnest@yahoo.com to make your request.

**What is
the
Dismissal
Policy?**

The entrance door will be locked until 12:27 for first dismissal and 2:57 for full day classes. Once the door is opened the parents will walk to their children's classroom and form a line next to the door. The teacher will dismiss one child at a time. Especially for our youngest age children, please remain in line behind the person in front of you. The children are all excited to see their pick up person and if the teacher is dismissing another child, they may get upset if they cannot get to you. If you have any questions for the teachers, please wait until all the children are dismissed before approaching them. Also, we love for our parents to socialize but please be aware that the parking lot does get busy during dismissal time. When picking up at 12:30 please leave the schools grounds promptly to allow our plus class children a quiet rest time. Also, please hold your child's hand when walking to or from your car for safety purposes.

**What is our
Snow
Policy?**

In case of severe weather, as soon as a decision has been made it will be posted on www.news12.com and you will receive an email blast from the Director. You may also call the school phone to listen to the recorded message. If, during the course of the morning, a delayed opening changes to a closing you will receive a second email informing you of the change.

**How do
I pay
tuition?**

We determine the yearly tuition by calculating the amount of days your children are here and estimating our expenses to care for your children during these days. We then come up with a yearly figure and break the payments into ten monthly payments. Please be advised that you are making ten payments and not paying for each month. This explains why the payment is the same in September as it is in October even though we meet fewer days in September. **After sending in your second payment, due June 1st, you will have already made two of the ten payments, with eight remaining.** During the last week of September you will receive a tuition envelope similar to the one found in this packet for your October payment. Tuition in Warren is due the 1st of each month. You will receive a new envelope each month from October to May. Your last payment will be due May 1st.