

SNACK TIME

Children need to have a good breakfast before coming to school each day. A midmorning snack and beverage are provided. In addition, the preparation and tasting of a variety of foods are part of the preschool curriculum and such activities will be incorporated throughout the year usually in conjunction with snack time.

ATTENDANCE

If your child cannot attend school on a given day or for a period of time, please notify the child development teacher at 301-321-3391 or Kimberly_a_weaver@mcpsmd.org.

HEALTH AND SAFETY MEASURES

The regulations which we follow have been adopted for the protection of all children. We request the cooperation of each and every parent in making these regulations effective.

1. A child who shows potential illnesses (such as running nose, red eyes, rash, sore throat, fever, etc.) should be kept at home. These are often initial symptoms of contagious childhood illnesses.
2. If a child becomes ill during the day, the parent is asked to make provisions for picking up the child as soon as possible.
3. If a child has been exposed to a disease which is communicable in a school setting, the child development teacher must be notified at once, and the child should remain home until all danger of contagion has passed.
4. parents will be notified if children are exposed to a communicable disease at school

DRESS

- Simple, casual clothing suitable for indoor and outdoor play. Due to construction, we do not have an outdoor facility for play at this time. Your child should still bring a coat in case of fire drills/evacuation drills.
- Warm outer garments should be labeled with the child's name.

ARRIVAL AND DEPARTURE

Parents are asked to accompany children to the classroom to drop them off and to pick them up at the beginning and end of each day. Parents are asked to sign their children in and out each day. Parents have been asked to designate those individuals to whom their children may be released to. **CHILDREN WILL NOT BE PERMITTED TO LEAVE WITH OTHER PERSONS. THIS IS FOR YOUR CHILD'S SAFETY.**

Parents will be permitted to park near the main entrance for **SHORT PERIODS** of time. If you plan to stay for longer than a few minutes, you are asked to park in one of the parking lots and check in with the main office. Illegally parked cars may be ticketed and/or towed. Please display your parking sign in your dash area while parked near the entrance or in a parking space.

Please arrive **PROMPTLY** to pick up your child. High school students and teachers have other commitments. Tardiness of 5 minutes or more will result in a fee that must be paid when you pick of your child. If an **EMERGENCY SITUATION** arises and you must be delayed, please contact the child development laboratory at 301-321-3391. Repeated tardiness will result in withdrawal of your child from the program.

SCHEDULE

Generally speaking, the preschool will meet from 7:50 a.m. until 11:50 a.m. Tuesday through Friday. Sometimes there are holidays and/or bell schedule changes that will interrupt this routine canceling preschool for the day or changing the starting and/or ending times. Parents will be notified as soon as this information becomes available. The Child Development program follows the Montgomery County Public Schools calendar for holidays, breaks, etc. If the Montgomery County Public Schools are closed due to weather conditions, the preschool will not operate. If there is a two-hour delayed opening, preschool will not operate.

PERSONAL BELONGINGS

It is best that children not bring toys, books, or other personal belongings to the child development lab unless requested to do so by one of the teaching groups.

SPECIAL OCCASIONS

Cupcakes (or a cake with candles) will be provided for birthdays occurring during the school year. If you do not wish to have this done for your child or you wish for an alternative form of celebration, please feel free to discuss your concerns or ideas with the child development teacher at least ten days before the child's birthday.

OBSERVATION

Parents of children in the preschool program are invited to observe their child at any time after the first month of the preschool program. (It takes about that long for the high school students to get their feet on the ground). If your observation brings questions to mind, please feel free to schedule a conference. This will allow the child development teacher to give you and your child her full attention.

WITHDRAWAL OF CHILDREN FROM THE PROGRAM

The child development teacher reserves the right to request withdrawal of a child whose adjustment within the group is or becomes too difficult within a reasonable length of time. Every effort will be made to assist each child through the adjustment period and to respect each child's individuality. The final decision will be made in terms of what is best for the child and for the group. Under this circumstance, a pro-rated tuition refund will be made.

COST

The cost is \$750 for the year. This price can be broken into two payments of \$375 paid at the start of each semester or 10 payments of \$75, paid biweekly (5 per semester).