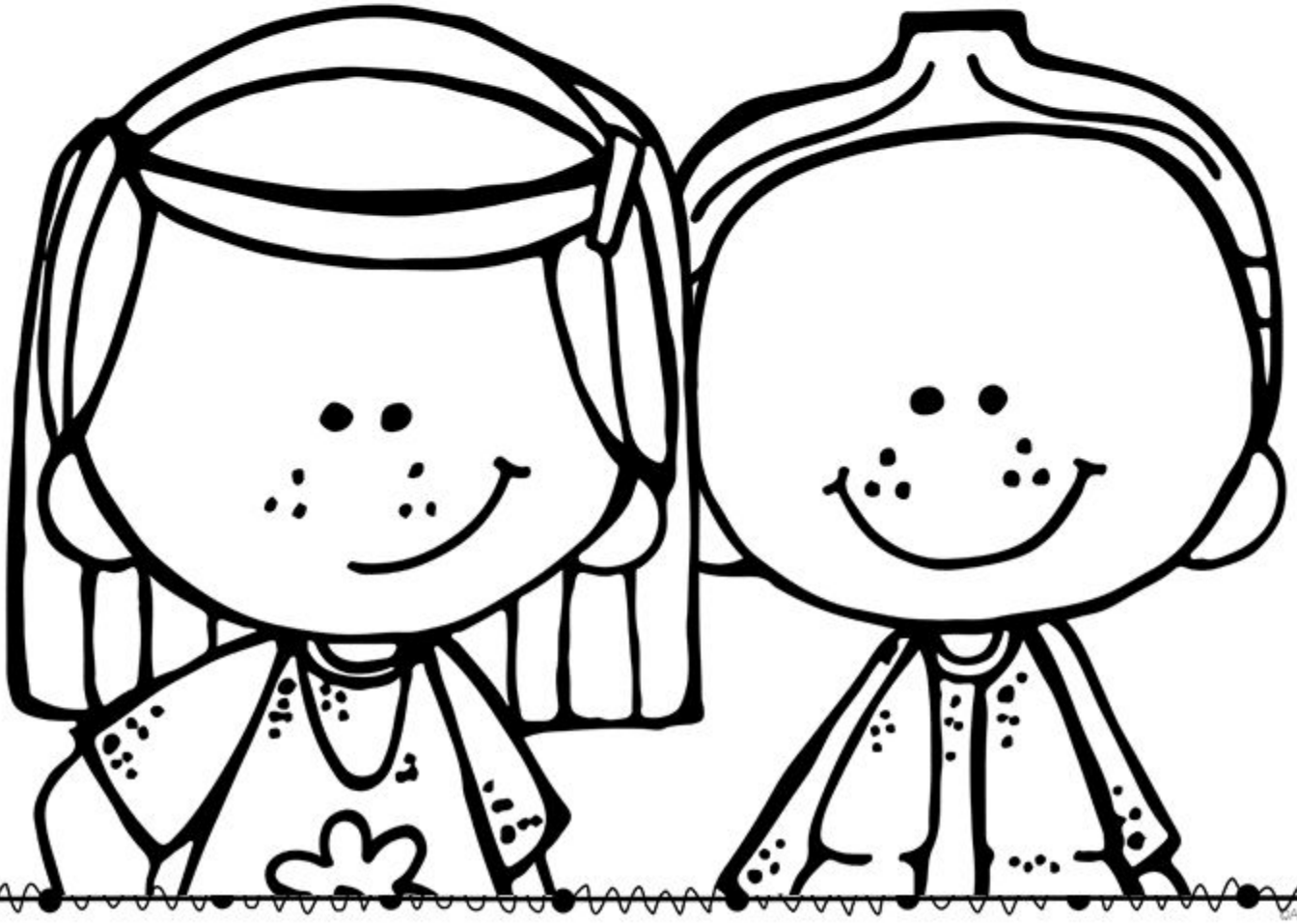
PRE-K Handbook

Important Information for Parents and Students

Eatontown Public Schools



A QUICK NOTE



Dear Families,

Welcome to a new school year! This is sure to be an exciting year ahead.

As the year progresses, your child will be working on social skills, language development, academics and much more. Communication between home and school is important. I have supplied every student with a folder, which must be reviewed and returned daily. You will notice two inside pockets; one is labeled *Keep at Home,* and the other is labeled, *Return to School.* Please only return papers back to school that are in the pockets labeled *Return to School.*

Sometimes things can get a little messy in preschool. Please send in an extra set of clothes in a bag with your child's name on it, to keep in the classroom. If soiled clothes are sent home, please return a new set to school.

Please remember to send in a healthy snack and drink for your child everyday. Students will need a snack, as well as a packed lunch (if not purchasing from the school). We will have rest/nap time after lunch. Your child will be provided with a cot to sleep on, but you must provide a crib-sized sheet and blanket that will be sent home each Friday for laundering. Please keep all toys and other personal belongings at home.

Weather permitting, we love to take the students outside to play (or have additional time to play and get our energy out) . If possible, we ask that you send your child to school wearing sneakers, and weather-appropriate clothing.

Please fill out the last four forms attached to the end of this packet and return them in your child's folder. We are looking forward to an outstanding year filled with fun and learning!

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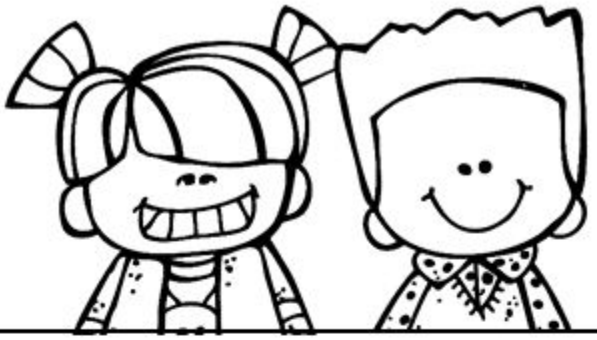
First Day of School Checklist

- ❑ Backpack (folders will be provided)
- ❑ An extra set of clothes, in a labeled bag (shirt, pants and/or shorts, socks, underwear)
- ❑ Healthy snack and drink –label all containers
- ❑ Lunch (if not purchasing)
- ❑ Supply of diapers and wipes if your child is working on potty training.
- ❑ Crib-size sheet and blanket





School Hours



In Meadowbrook, Woodmere and Vetter:

The doors open at 8:20 to begin arrival to classrooms. Staff will be available to bring our bus riders to their classroom doors.

The school day begins at 8:30.

Parents can wait with their child at the front entrance of the school.
Staff will open the doors at 8:20 and bring the students to class. No parents are permitted to walk to the classrooms at this time.

Dismissal for our preschool is 2:50.

In Lightbridge, KinderCare and Kiddie Academy

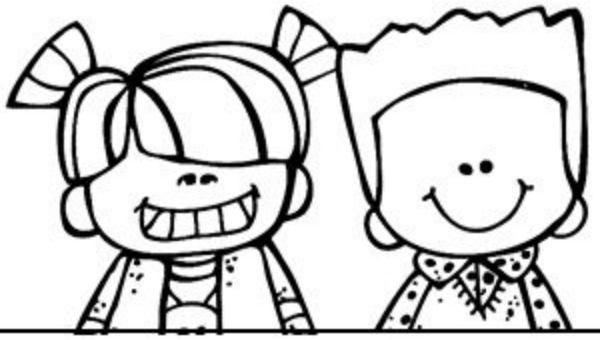
The doors open at 8:30 to begin arrival to classrooms. Staff will be available to bring our bus riders to their classroom doors.

The school day begins at 8:40.

Parents can wait with their child at the front entrance of the school.
Staff will open the doors at 8:30 and bring the students to class. No parents are permitted to walk to the classrooms at this time.

Dismissal for our preschool is 3:08

Drop-off / Pick-up Procedures



(for students **not** taking the school bus)

Safety is our number one concern when it comes to drop off and pick up. To ensure the safety of all our students, please read the following guidelines.

You must park your car in a designated parking lot. You may **not** enter the bus lane circle to drop off your child. Walk your child to the front lobby doors.

The teachers will be waiting at the doors to bring the students directly into their classrooms. Please be on-time for drop-off and pick-up.

- If you are picking up your child, **please arrive a few minutes before** the scheduled pick-up time so your child will not be waiting.
- If you are running late and are not able to pick up your child on time, please notify the main office and pick your child up there.

Full Day Sessions

Drop-off MES, WES, VES 8:30 am (doors open 8:20 am)

Pick Up MES, WES, VES 2:50pm

Drop-off KinderCare, Lightbridge, Kiddie Academy 8:40 am (doors open 8:30 am)

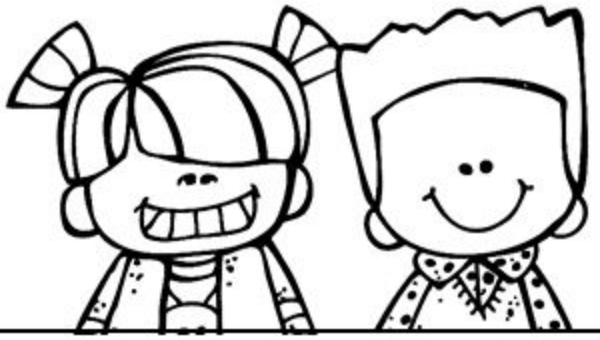
Pick Up KinderCare, Lightbridge, Kiddie Academy 3:08 pm

*** You must provide a note if your child will be picked up by another adult who is not listed on his/her emergency card.

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Sickness

Your child should stay home when...



- If your child does not feel well enough to take part in normal activities (overly tired, fussy, irritable)
- **Fever**: Keep your child home until your child has had no temperature for 24 hours without the use of Tylenol or Motrin (or other brands of fever reducing medicine)
- **Vomiting/ Diarrhea**: Keep your child home after the last episode of vomiting or diarrhea and when he/she is able to tolerate regular food.
- **Rashes**: Get them checked out by a doctor
- **Cough**: For persistent cough, keep your child home. If the cough is severe, wheezing or uncontrollable, please seek medical attention.
- **Strep Throat**: Your child may return to school after being on antibiotics for 24 hours, is fever free for 24 hours, and is able to take part in all activities.
- **Conjunctivitis (PINK EYE):** If your child's eyes are clean and they have been on antibiotic eye drops for 24 hours, he/she may return to school.
- **Coxsackie: Hand-foot-and-mouth disease (HFMD)**
  - **Signs/Symptoms include:**
  - Fever
  - **at least 24 hours** Sore throat
  - Feeling of being unwell, irritability
  - Painful, red, blister-like lesions on the tongue, gums and inside of the cheeks
  - A red rash, without itching but sometimes with blistering, on the palms, soles and sometimes the buttocks
  - After contact with HFMD, children show **symptoms** in 3-6 days. Children can return to school after the **fever** is gone, typically in 2-3 days. Children with widespread blisters may need to stay home until the blisters dry up.

Healthy eating, hand washing, and adequate sleep can all help reduce the risk of sickness.

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Absences

Policies and Procedures

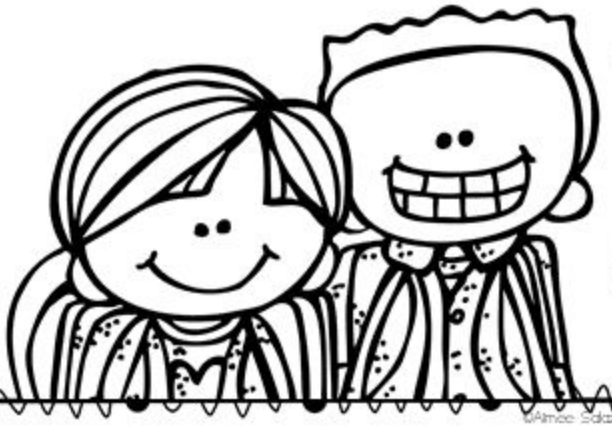
If your child is going to be absent from school, you must call the school to let them know. The numbers are below:

Meadowbrook: 732-542-2777 ext. 1. **KinderCare**: 732-544-5440
Woodmere: 732-542-3388 **Lightbridge**: 732-695-6900
Vetter: 732-542-4644 **Kiddie Academy:** 732-935- 9400

Upon your child's return to school, please send in a note explaining the reason for your child's absence. If your child is a bus rider, you must call transportation to let them know they will not have to pick up your child that day.

If your child is absent for illness, it is policy that they can not return to school until they are fever free and symptom free for at least <u>24 hours</u>.

Please remember that attendance is an important part of preschool. We receive state aid for attendance of our students.



Birthdays

Birthdays are special days. As such, we will recognize each student's birthday as it occurs throughout the year (even those whose special day occurs during the summer months).

You are welcome to send in a special snack, water, and/or juice boxes for the class to celebrate your child's birthday. Please send in a healthy option as well. **All items must be store bought with ingredients listed.** Unfortunately, **no goodie bags**, candles, balloons, or other birthday items are allowed to be sent in.

Birthday invitations cannot be distributed at school.

Thank you in advance for respecting and following the schools established birthday policy.

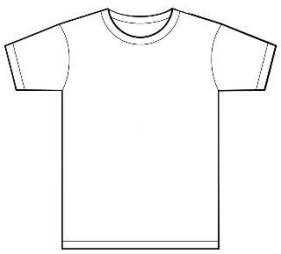


Extra Clothes

** PLEASE LABEL THE TAGS OF ALL YOUR CLOTHES

Sometimes things can get a little messy in preschool! We like to keep a change of clothes for your child in the classroom incase something spills, or your child has a bathroom accident. Please send in a complete change of clothes for your child, in a labeled bag, for us to keep in the classroom. **Please label every item of clothing as well.**
If soiled clothes are sent home, please replace the clothes.

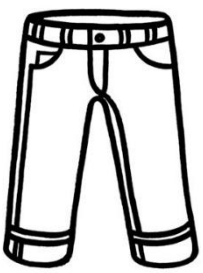
Your child needs:



shirt



socks

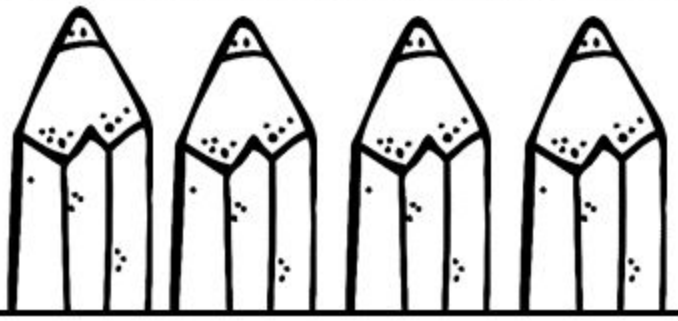


pants or shorts



underwear

NOTES



Special Toys/Stuffed Animals

We just want to remind everyone that while we all have our favorite toys, we ask that they **please remain at home.** We have plenty of toys we play with in the classroom! ☺ No toys or stuffed animals from home are allowed in the classrooms.

Rest Time There will be nap/rest time following lunch.

Lunch/Snack

*If your child is not purchasing a school lunch, please pack a lunch and drink daily. We do not heat up or microwave lunches. Opened snacks will be put in the garbage and not sent home. Please only pack what your child will eat.

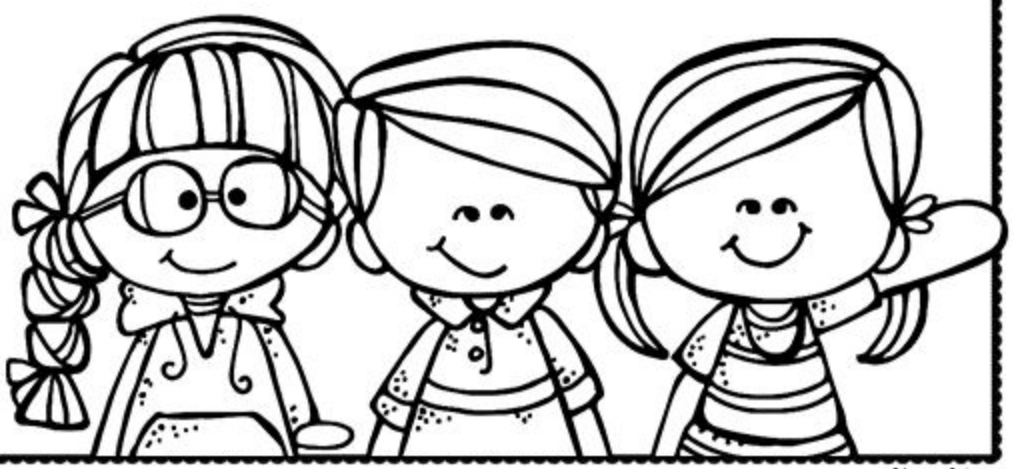
If your child is purchasing a school lunch, please fill out lunch forms, or make payments online. Free/reduced lunch applications are available in the school office. Please send your child to school each day with a healthy snack and drink. Water can be sent in a no-spill cup or thermos (no baby bottles please).

Important Information

Please LABEL all of your child's belongings. ie. clothes, water bottles, containers, lunch boxes, etc.

SUPPLY WISH LIST

- Tissues
- Ziploc bags (all sizes)
- disinfectant wipes
- baby wipes
- crayons
- construction paper
- small plastic cups
- small paper plates
- Napkins
- ***Please note, these are items that are often needed in the classroom only.



Getting to Know Your Child

Please take a moment to answer the following questions.
I'm looking forward to getting to know your child!

PLEASE COMPLETE AND RETURN

Student Name: _____

Parent/Guardian Names: _____

Best contact phone number(s): _____

Email: _____

Allergy/Medical Concerns: _____

_____

_____

Does your child speak a language other than English at home? If yes, what language? _____

Child's brothers, sisters, and/or family members living at home (this will help us spell their names on artwork):

_____

_____

Please add any additional information you want me to be aware of on the back of this paper. Thank you!



Transportation Information



PLEASE COMPLETE AND RETURN

Student Name: _____

Daily Transportation:

Monday	bus	parent pick up	Other:	
Tuesday	bus	parent pick up	Other:	
Wednesday	bus	parent pick up	Other:	
Thursday	bus	parent pick up	Other:	
Friday	bus	parent pick up	Other:	

Names of individuals allowed to pick up student:
(IDs must be shown at pickup so names can be verified)

1. _____

1. _____

1. _____

IF YOUR CHILD IS GOING HOME A DIFFERENT WAY THEN USUAL, YOU MUST SEND A NOTE NOTIFYING ME OF THE CHANGE. FOR LAST MINUTE CHANGES, YOU MUST CALL THE OFFICE.

**If your child is getting picked up by an adult not listed on the child's emergency card, you must send in a note listing the adults name. Please have the adults bring photo identification, so we can verify them at pick-up.

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Family Tree



PLEASE COMPLETE AND RETURN

Please send in a recent family photo or photo(s) of important people in your child's life, so that they can be displayed on our Family Tree bulletin board.

Please limit 3 pictures per child. We will display them for the entire year in our classroom and will send the photos home with your child in June.

Please do not tape or glue the picture(s) to this paper. You can send them to school in a separate envelope labeled with your child's name.

It would also be helpful if you could label and spell each family members name with each picture. ☺

Reinforcement Inventory

PLEASE COMPLETE AND RETURN

Student Name: _____

Please mark the items with a ✔ that your child enjoys, ★ any favorites, and **x** items that your child dislikes. Neutral items may be left blank. This inventory will help us get an idea of what materials would be great motivators for your child in the classroom. You are welcome to write any additional information on the back of the sheet, including any additional activities, likes, or dislikes your child may have ☺

_____ bubbles
_____ legos
_____ play-doh
_____ coloring
_____ stickers
_____ sand
_____ cars
_____ trains
_____ music
_____ books
_____ toys that make music

_____ dinosaurs
_____ painting
_____ play kitchen
_____ markers
_____ baby dolls
_____ puzzles
_____ outdoor play

<u>Food Items</u>
_____ m&ms
_____ pretzels
_____ goldfish
_____ animal crackers
_____ cheez-it crackers

Please sign and indicate whether or not you give permission for the snacks you have selected above to be occasionally given to your child during the school day (as a motivator, reward, or special snack).
_____ yes _____ no

Please list any food allergies: _____

Signature: _____ Date: _____