

## **2021-22 Parent Handbook Addendum Items:**

In order to be in compliance with recommendations and guidelines from the Health Department and Governor's orders related to COVID-19 Pandemic, we have made several changes to our St. Edward's Preschool Parent Handbook for 2021-22.

**Handbook Acknowledgement of Risk (HB pg. 16):** Families will be given a form to sign and date in their communication folder. This form will be returned to preschool and will be kept in file at preschool.

**SNACKS (HB pgs.7-8)**~ snack information has been updated in the handbook for 2021-22. This information is a reminder for families: Snack time is everyone's favorite part of the day!! We sit together in our small groups, bless our food, and discuss events. We practice our social skills such as saying please and thank-you, and listening while another is talking. **Again this year, each child will bring their own snack for preschool snack time. We ask that the snack is sent to preschool in a brown lunch sack with the child's name to help us limit contacts.**

**We ask that snacks be nutritious and healthful.** Crackers and cereals made from whole grain foods, fruits and vegetables, cheeses, and healthy breakfast bars are some basic snack ideas. Children will be given water provided by preschool.

**Snacks must be safe as specified in state rules (Appendix A 5101:2-12-21):** Prevent choking by shredding or cutting meat into small pieces, no larger than one-half inch cubes. Cut cheese into thin slices or small one-half inch pieces. Round foods, like hotdogs and grapes, should be cut in half lengthwise so the shape is no longer round. Cut cherry tomatoes, grapes, and strawberries in half. Peanut butter cannot be served in globs, but must be spread thinly. The following should not be served for snack: hard candy over 1/2in. diameter, nuts, chips, dried fruit, gum, popcorn with hulls or large marshmallows.

**Birthdays (HB pg. 8):** Due to guidelines and restrictions with COVID-19, we will allow prepackaged birthday treats during class. We will still sing and do all that we can to celebrate our birthdays with preschool friends during class. **Please note that there are food allergies in some of our classes, so please notify the teacher prior to sending a birthday treat.**

**ARRIVAL AND DISMISSAL OPTIONS (HB pgs. 8-10):** This year, arrival and departure will be drop-off and pick-up line only. The drop-off/pick-up line will be by green doors by Parish Hall entrance from the parking lot (closer to the playground). Temperature checks and health assessments will take place before child exits the vehicle in the drop-off line. Each family will be given a sign with child's name to place in car window to help with pick-up line. It is very important to display the name signs in your window at pick-up, so dismissal will be smooth and efficient. Thank you.

**Class Offerings & Tuition (HB pgs. 4-5):**

**CLASSES FOR YOUNGER CHILDREN:**

**Age:** The child must reach age three by September 30<sup>th</sup> of the enrolling year and must be totally toilet trained to attend the three-year-old class. The class is permitted to have one child that is at least two and a half yrs. of age and toilet trained.

**Classes for Younger Children:** St. Edwards' sessions for three-year-old children are 2 ½ hr. in the mornings from 9:00-11:30. Every year we offer a Tuesday/Thursday session. It is the most common and we have had great success preparing children for the next year of preschool.

**CLASSES FOR OLDER CHILDREN-changes have been made to start and end times for MWF class. The start times for Pre-K PM on Monday through Thursday will return to 12:15pm. These changes are to allow for required cleaning and sanitizing of the preschool between classes.:**

**Age:** The child should reach age four by September 30<sup>th</sup> of the enrolling year to register for the four-year-old class. Accepting children that will be four after September 30<sup>th</sup> is at the discretion of the director and staff.

**Classes:** St. Edwards' sessions for the older preschool child are 2 ½ -3 hrs. in length. Our AM class will meet on M-W-F from 8:55 AM- 11:55 AM. The afternoon class includes the option of Monday through Thursday and meets from 12:15 PM-3:15 PM.

The same curriculum is utilized in all the classes. The four days a week afternoon class is more advanced due to the number of sessions.

**TUITION:**

<u>Age groups, days of sessions &amp; times</u>	<u>Full Tuition</u>	<u>Subsidy Amount***</u>	<u>Tuition Remaining</u>
3/4 year olds (2 days a week 9-11:30AM)	\$1550	\$100	\$1450
4/5 year olds (3 days a week 8:55-11:55AM)	\$2270	\$200	\$2070
4/5 year olds (4 days a week 12:15-3:15 PM)	\$3130	\$300	\$2830

\*\*See section on tuition subsidy qualifications.

\*\*\* Subsidy for tuition is available to St. Edward's Parish families who are "active" as defined in the Tuition Subsidy Form that may be turned in with the application

There will be no tuition adjustments made for calamity days as the weather, acts of nature, and health emergencies are out of our control. We will make every effort to make up days if more than 5 days are missed due to weather or other emergencies. \*Please note: Days that we have learning from home are not calamity days, since the preschool will be providing materials, resources, as well as virtual check-in opportunities. **Each child will have their own learning at home packet to be kept at home and used for preschool days there is a need to be in Tier Two or Tier Three.**

We expect that your child will attend the entire school year. Please provide two weeks written notice to the preschool director prior to withdrawing your child from the program. **Refunds will be at the discretion of the administration and dependent upon the time of year and ability to fill the opening. Our budget to operate a quality program is based upon full enrollment. If a refund is granted, the refund will be subject to processing fees.**