

# **Spencer Family YMCA Preschool Information**

## **ATTENDANCE**

Please call the YMCA (262-3782) if your child will not be at school. A message may be left at the Welcome Center or on our voice mail. Tuition is not affected by extended absence.

## **ILLNESS**

Children should not attend school with a fever (must be fever free for 24 hours) or vomiting. Please notify the teachers immediately if your child contracts a contagious disease such as lice or impetigo as other parents need to be notified.

Impetigo- may return when sores are scabbed, no drainage and child has been on antibiotics for 24 hours.

Lice- may return to school after treatment.

Strep Throat-may return 24 hours after starting antibiotics.

Pink Eye-may return 24 hours after starting antibiotics.

Each child must have an up to date immunization card for admittance. Card must be completed with the child's birth date, doctor's signature, and parent's signature.

## **DISMISSAL, ARRIVAL and PICK-UP**

All morning classes start at 8:30 am. Afternoon classes start at 12:45 pm. Students should not arrive more than 10 minutes prior to class time. All morning classes end at 11:00 am. All afternoon classes end at 3:15 pm. Children should be picked up promptly. All children need to be picked up by an authorized adult from the preschool room. If you need childcare before or after preschool, please contact Julie Rosacker at [jrosacker@spencerymca.org](mailto:jrosacker@spencerymca.org).

## **SUPPLIES for the 4 & 5 year old classes**

Your child will need the following items for preschool in the Fall.

Large school bag

Box of 24 crayons (any style)

Plastic or cardboard supply box

Two 4 oz Elmer's glue (no gel, no run, fluorescent, or off brands)

Two glue sticks

1 8 pack of washable markers

1 two pocket folder

PLEASE LABEL ALL SUPPLIES WITH YOUR CHILD'S NAME

## **SUPPLIES for the 3 & 4 year old classes**

Each child will need the following:

2 glue sticks

1 bottle of Elmer's glue

1 box of 24 crayons

1 box washable markers (10 count)

1 two pocket folder

## **SPECIAL SERVICES**

Speech and language services, occupational and physical therapy, psychologists, and auditory testing are available through Area Educational Agency. If you have concerns please let us know. If we have concerns we will contact you.

## **SNACKS**

Monthly snack calendars are sent home with each child. Class size is listed on the calendar. Please provide 100% juice or milk on your snack day. Please provide healthy snacks. Cups and napkin donations are always appreciated as we use these everyday. If your snack requires spoons, forks, plates, etc., please provide these. We do have a microwave, freezer, and refrigerator available. An effort is made to put each child on the snack calendar on or near their birthday. Birthday snacks may be sweets. No gum in school please.

## **CLOTHING**

Coats, hats, boots, snow pants, and mittens are necessary in the cold weather as we do go outside whenever the weather allows. Shoes are required in the classroom. No black soled or hard soled shoes at preschool, including boots, as they damage the gym floor and the carpet in our classroom. No sandals at preschool, it is dangerous for gym time and playground. PLEASE LABEL ALL ITEMS WITH CHILD'S NAME.

## **TOILET TRAINING**

All preschool children must be toilet trained. We realize that accidents may occur. Please send extra clothes in your child's bag for accidents.

## **SNOW POLICY**

If the public school has a late start, the Spencer Family YMCA Preschool will be cancelled in the morning. The afternoon classes will meet as scheduled. When the School District cancels school due to weather, preschool classes will also be cancelled. Please listen to KICD Radio for any cancellations or late starts. The first two snow days for each section of preschool will not be made up. Snow days after that will be added to end of the school year.

## **FIRE AND TORNADO POLICIES**

Fire and tornado drills are practiced at preschool. In the event of a fire we will seek shelter at Trinity Lutheran Church, next to the YMCA. No child should be taken without contact between the parent and the teacher. In case of a severe storm, all children must remain in the designated storm shelter until weather has cleared.

## **PARENT INVOLVEMENT**

Parents are encouraged to call or send notes if there are questions or concerns. Please contact us directly when you have a question to avoid misinformation. Newsletters are sent home regularly. Conferences are held twice per year for all classes. Families are invited to join us anytime. We also welcome parents on field trips or special outings. We normally have at least two programs per year.

## **SPECIAL INTEREST**

Parents are encouraged to share special interests or professional experiences in the classroom. This could be a craft project, a special collection, something related to your occupation, a special talent or a field trip to your place of employment. Please contact the teachers if you have something to share!

## **CHILD CARE**

Child care is now available from 6:30 am to 6:00 pm at the YMCA. See Julie Rosacker in childcare to check availability, arrange schedules, for pricing schedules and requirements. You must be preregistered for childcare to use the childcare. Space is limited and staffing guidelines require prior planning.