

## Children's Day In—FAQ's

**What is the drop off procedure in the morning?** Teachers will be ready to receive your children and classroom doors will open promptly at 9am. Upon entering please help your child wash their hands (using hand sanitizer or soap & water at the classroom sink). Sign in sheets will be near each classroom door, please sign in and leave an emergency contact for the day as well as any pick up information (who and what time). Be sure to leave a lunch, drink, diapers or pull ups and an extra set of clothes! It is preferred to arrive prior to 9:30 for all classes. And if arrival is past 10:30 special permission is required especially for the younger nursery classes.

**How can I communicate with the teachers?** In the nursery school classrooms, there is a "Daily Report" form. If you'd like daily written communication, please write your child's name on this form and leave it with the teachers. All classroom teachers will be happy to give you a verbal daily report at dismissal as well. If an extended conversation is desired, please communicate directly with the teacher and exchange information to communicate at a mutually agreed upon time. This request may also be made to the director. Please plan your pick up time to accordingly to accommodate these conversations while still promptly picking up all children prior to 2:30.

**What should I pack for my child's lunch?** Lunches should consist of familiar foods, prepared, cut up and ready to serve as you would at home. Peanuts and tree nuts should not be packed, nor should foods that need to be warmed (the exception is breast milk). We are happy to provide you with feedback about what your child does or does not eat while at school as well as suggestions that typically go over well with other students if you're in a rut.

**Why can't we send a peanut butter sandwich?** We take food allergies very seriously. Anaphylaxis is nothing to mess with. By eliminating all peanuts and tree nuts from the school we are providing a safer environment for everyone. Young children do not always know what is safe and what is not. Additionally, sometimes children tend to grab off other plates which puts them at risk. We appreciate your understanding in this matter!

**What about snacks?** Snacks are provided by CDI unless your child has an allergy, then a substitution should be sent by the family. Snacks are typically offered mid-morning with ice water. A snack ingredient list is available in the office.

**What's the scoop on nap times?** Please communicate directly with your child's teachers about the normal nap schedule of your child and how that works with the planned nap time in the classroom. Lambs is the only class that has some flexibility to accommodate various nap times throughout the day. Bumblebees, Ducklings and Teddy Bears all nap immediately after lunch until pick up time. If you do not want your child to nap at school for whatever reason (too early, too late, too long, too short) it is your responsibility to pick your child up after the scheduled lunch time. Butterflies, Preschool and Pre-K do not nap, but have a short rest time instead.

**How do you celebrate birthdays?** Birthdays are VERY important to us—and we love a good celebration. However, parties are limited to whole class celebrations at specific holidays. Birthday parties should be done on your own time. It is encouraged to send in a donation of a special book or toy in honor of your child as a gift for the classroom. Edible treats are not an option due to so many food allergies and personal preferences. Invitations should not be handed out at school, but feel free to use your class list to contact friends individually making sure as to not hurt feelings by leaving anyone out.

**What else should I send to school?** Each child should pack a bag with some type of comfort item (lovie, blanket, pacifier, stuffed animal etc.) to use if needed or during nap time. An extra change of clothes (including shoes and socks) is helpful as well. Extra diapers or pull ups are also to be sent on a daily basis. Please make sure that everything is always well labeled—jackets and coats especially since so many are identical! Please do not bring in special toys – they can easily get lost, confused with our own or not easily shared.

**What if my child is sick or gets sick at school?** Please do not send your child to school if he/she appears to be ill or overly tired. If a child is not well enough to actively play both inside and outside, he/she should be kept at home. Children with elevated temperatures or who have diarrhea or vomiting will be sent home. Children must be diarrhea, vomiting and fever free (without the use of medication) for 24 hours before returning to school. Parents will be notified if a child becomes ill at school and needs to be picked up within the hour of being called. Please tell your child's teacher if you have given your child a medication that could cause drowsiness or a change in toilet habits. If a communicable disease is diagnosed in your child's classroom, parents will be notified. Please keep this information on hand in case your child develops symptoms. If your child develops a communicable disease at home, please notify the school so that we can inform other parents in the class. Children must be cleared by a physician to return to school after any diagnosis or prolonged absence.

**What if I'm running late for pick up?** If something happens and you find yourself running late for pick up, please call the office to let us know immediately. Additionally, it's good practice to already have a backup plan in place. Call a trusted friend from your child's class or a neighbor who lives close by to pick up your child. We will not release your child to just anyone. Make sure you've got a few people on your approved pick up list and make sure you communicate in writing any changes. We do not offer before or after care. If late pickups become a recurring issue, you could be asked to find alternative arrangements for your child.

**May we use the playground after school?** Yes, our playgrounds are open and available for your use whenever school is not in session. Please remind your children to follow the school rules and always clean up after yourself, your children and your pets. For everyone's safety, no pets are allowed inside the fenced in areas of the playground.