



Ready Teddy Preschool

Parent Handbook 2019-2020


Community Park District of La Grange Park

1501 Barnsdale Rd

La Grange Park, IL 60526

Preschool Telephone 708-354-4157

www.communityparkdistrict.org

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WELCOME TO READY TEDDY PRESCHOOL!

The Community Park District of LaGrange Park is pleased that you have chosen our preschool for your child and we look forward to happy “Ready Teddy” years.

This handbook should serve as a guide to your questions regarding our preschool. Please keep it close at hand for easy reference as we progress through the year.

NON-DISCRIMINATION POLICY

The Ready Teddy Preschool does not discriminate on the basis of race, color, sex, national origin or disability in admission to or participation in its school. Children with special needs will be actively integrated into our preschool in keeping with our philosophy to provide the best possible opportunity for all of our students.

Our preschool is divided into four separate age groups and are grouped as follows:

| | | | |
|---------------------------|------------------------------|--------------------------|---|
| 2 Year Teddy Toddlers | Fall Session | Friday (13 week session) | 8:45 am to 10:15 am 10:30 am to 12:00 pm |
| | Winter/Spring Session | Friday (13 week session) | 8:45 am to 10:15 am 10:30 am to 12:00 pm |
| 2 ½ - 3 Year | | Tuesday/Thursday | 8:45 am to 10:45 am |
| | | Tuesday/Thursday | 11:00 am to 1:00 pm |
| | | Monday/Wednesday | 8:45 am to 10:45 am |
| | | Monday/Wednesday | 11:00 am to 1:00 pm |
| | Beginning in January | Tuesday/Thursday | 8:45 am to 10:45 am |
| | | Tuesday/Thursday | 11:00 am to 1:00 pm |
| 3 Year | | Monday/Wednesday/Friday | 8:30 am to 10:30 am |
| | | Monday/Wednesday/Friday | 10:45 am to 12:45 pm |
| | | Monday/Wednesday/Friday | 1:30 am to 3:30 pm |
| 4, 5 and Pre-kindergarten | | Mon/Tues/Wed/Thurs | 8:30 am to 11:30 am |
| | | Mon/Tues/Wed/Thurs | 12:30 pm to 3:00 pm |

REGISTRATION

Pre-registration for the next school year will be held in February. Registrations will also be accepted throughout the year as class size allows. If necessary, a waiting list will be formed in case of withdrawals. All registrations require a non-refundable administrative fee of \$50.00 for each child.



ANNUAL PARENT ORIENTATION

Parents are strongly urged to attend this evening meeting for parents only. Returning families are encouraged to attend as well as new families. Parents with children registered to start in the January class should attend as this is the only scheduled parent orientation. This informal meeting provides an opportunity to meet all the preschool staff, tour the school and receive additional information pertinent to the current school year. Field trips, curriculum, tablets, parties and snacks are a few of the topics to be discussed. Sign-ups for school parties and special events will be available. Open House for children and families is held at a special time immediately prior to the first day of school.

PHILOSOPHY AND GOALS

Ready Teddy is an academic preschool. Our curriculum reflects Illinois State Standards for Early Learning.

The philosophy of Ready Teddy Preschool is to help each child develop socially through the process of adapting to his or her peers through play and learning experiences. The sessions are designed to promote enjoyment through work and play, refine large and small motor skills, promote physical coordination, and encourage self-development. Free and individualized play is also encouraged, and our supervised gym is exciting for each child. Organized activities and projects will provide new ideas and endless wonderment to each child. We will be exploring the world of community helpers, animals and insects, geography, science, music, nutrition, technology, and many other concepts. We welcome parental participation, especially in planning holiday recognition and parent “workshops”. We also encourage and welcome any questions parents may have.

Our primary goal is that every child who enters our doors leaves with a positive self-image. To assure this goal is met, we will provide play experiences and hands on activities to promote the following:

- Develop a sense of security in group situations.
- Develop empathy and respect for others.
- Establish routines and patterns and sharing behavior.
- Develop effective and creative oral language.
- Learn problem solving skills.
- Foster a love for language and books.
- Stimulate the imagination so numbers and letters remain exciting and challenging as the children move forward to their formal education years.
- Assist and promote the children at their individual levels through our program so that they are eager and ready to participate in kindergarten.

We have a variety of centers and ample space with materials to help us accomplish these goals. In addition, we have an experienced and dedicated staff who share our philosophy and goals. A child’s first school experience is not only influential but vital, and we want it to be a positive one! Our preschool is a happy and safe place for this first experience to begin. If you have any questions or concerns regarding the program at any time, please feel free to call.

“THE FIRST DAY/WEEK OF CLASS”

The process of separation from the parent is a very important accomplishment for the preschool age child. First time separations can be difficult for children as well as for parents. Children usually do best when parents arrive on time, project a confident, positive attitude and depart with a short good-bye at the door. A delay of your initial good-bye makes the separation harder on both child and parent. Though your child may be upset when you leave, be assured that staff is prepared for these moments and will make every effort to comfort your child.

CHILD ELIGIBILITY

The minimum age of a child to start in the preschool is 2 years. Birth date of that child would be as of September 1st. Proof of age is required at time of registration.

TOILET TRAINING

Your child need not be toilet trained. Children may be in the process and every effort to assist will be made. If your child is in training we require “Pull-up” be worn at school. Should an accident occur, diapers will not be changed; however, parents can arrange to be called or the child can change into clothing left at school. All items of clothing should be clearly marked (see school supply list).

FLEX

An optional program for our Ready Teddy Preschool families. This is a structured program designed to help our working parents and to accommodate families who have schedule conflicts with siblings.

Flex is combined with regular preschool classes and is available between the hours 10:45 am to 5:00 pm.

Participants will be chaperoned to and from their preschool class. Students who have combined Enrichment classes with preschool may also participate in Flex. Students staying over lunchtime must bring a sack lunch and drink. All allergies must be stated in writing.

Flex is limited to currently enrolled Ready Teddy students.

Fees and Days:

Fee is \$10.00 per hour, minimum one hour per scheduled time. Flex is based on the needs of students and will run with a minimum of 2 students.

The best way to ensure flex coverage for your child is to submit a monthly schedule in advance. Other flex requests will be accommodated based on availability. A \$5.00 fee is applied for same day Flex requests, provided Flex is available that day.

HEALTH

Please see the front desk if you need to update your child’s emergency information. An emergency card/health card, completed by the parent, will be kept on file for each child at the preschool. It is the responsibility of the parent to keep the information on record current. We recommend all children be current with appropriate immunizations. Please check with your doctor for specific age requirements. All allergies must be stated in writing and on file before your child can begin class.

SCHOOL TOTE BAGS

All students will be supplied with a Ready Teddy Preschool tote bag. This bag is provided free of charge. Replacement or additional bags will be available for a \$5.00 fee. This school bag is adequate for all school projects, parent-teacher communications and shoes.

The Ready Teddy Preschool tote bag should be used every day and is yours to keep at the end of the school year.

Please note: No other backpacks, kits or school bags are necessary. Students are required to use the bag provided by the school.

PARKING

Please use the Park District's parking lots in the front and north side of the building at all times. The parking lot south of the building does not belong to us- however, as a courtesy, is available for special events only after 5:00 pm. Security and safety prohibits leaving children and babies unattended in vehicles. Please do not block the front entrance when dropping off or picking up your child.

SEASPAR

South East Association for Special Parks and Recreation (SEASPAR) is a support group for the Community Park District of LaGrange Park and its Preschool. SEASPAR provides special assistance for participants who reside in communities which are affiliated with SEASPAR to enjoy any of these programs.

SAFETY

All staff are CPR, AED certified and trained in first-aid.

The LaGrange Park Fire Department and the LaGrange Park Police visit the preschool classes in the Fall with age-appropriate safety programs.

Fire and emergency drills are conducted throughout the year.

PARENT INVOLVEMENT ACTIVITIES

Parent involvement is welcomed in planning and participating in holiday programs, science fair, field trips and special events.

If you have a skill or talent that you would like to share with the children, arrangements may be made with the teacher for a specific date and time.

Guest Storyteller: The guest storyteller program provides an opportunity for family involvement. A story may be told, acted out, sung or read. This time may also be used to share a hobby, talent, career, language or special skill. Visits are on a volunteer basis and sign-ups are available throughout the year for each classroom.



ARRIVAL & DEPARTURE

Please try to be on time for class. When a student is late to school they disrupt the rest of the class and miss some very important routines and learning opportunities that the teacher has planned. Late student arrival will require the adult to check in with the front desk before dropping off the child. The classroom will be phoned to admit the late student. A call from the front desk will allow the teacher to safely open the classroom door. **Please, when waiting in the hall for the classroom door to open, do not let your child run in the halls, bang on the walls or engage in other inappropriate behavior.**

Please escort your child inside the building and to the classroom, where you will be greeted by a teacher.

For pick-up, please park your car in the parking lot and come to the classroom door. A line should be formed along the wall and the teacher will admit/dismiss the class, one student at a time, to the proper authorized pick-up person.

Please be on time. Your child will be waiting for you and will worry if you are late. Teachers have a short time between classes and are not available to monitor children whose parents/caregivers are late. If you know you are going to be late, please call and the school will try to assist.

For your child's safety and protection, your child will only be dismissed to those persons as authorized by a parent, in writing, listed on your health/emergency card as having your permission to pick up your child from school. In the event of any change daily or long term, parents must notify the school in writing.

LATE PICK UP FEES

Parent or assigned pick up person who picks up children more than 10 minutes after class dismissal will get a one-time warning. Any time after your one-time warning, a \$5.00 fee will be charged after being 5 minutes late and an additional \$5.00 for each 5 minutes thereafter. This late pick up fee is paid at the time of pick up at the front desk. Late fee policy also applies to Flex.

ENRICHMENT-OPTIONS

Our preschool curriculum is enriched by many activities such as field trips, assemblies, special events, science fairs and the Guest Storyteller program.

These enrichment classes include cooking classes, math, music, reading readiness and sports. These are scheduled to immediately precede or follow preschool classes, at the same site, for an additional fee. Students are supervised between classes and are chaperoned to their individual classes. Refer to the current Community Park District of LaGrange Park program guide for specific dates, time and fees.

FIELD TRIPS

Field trips are an optional activity and not a requirement. However, we strongly encourage participation in all school activities. Permission slips must be filled out in advance in order for your child to attend. Information will include dates, times and if additional fees are required.

CURRICULUM: 2 YEAR “TEDDY TODDLERS”

This is a small step into preschool. Socializing with others, music, finger play, puppets and simple art projects will all be a part of the fun. Children should be ready to be in class without the assistance of a parent.

CURRICULUM: 2 ½ - EARLY 3 YEAR

The Ready Teddy Preschool is a blend of open and structured classroom modes. Each class session includes a variety of activities for children. These activities would include:

- Puzzles
- Self-expressed art
- Book corner
- Dramatic play, i.e. housekeeping center, “dress up”
- Building and block play
- Sand/water table
- Manipulative toys



A typical morning would include the above listed activities as well as:

Large Group Activities:

- Music
- Circle time: songs, finger plays, puppets, show & tell
- Gym time (large motor development)
- Snack time

Small Group Activities:

- Story telling
- Arts & crafts (small motor development)
- Science and topic activities
- Colors, shapes, numbers

Gym Time:

- Simple Exercise
- Games and ball play
- Free play on climbing and slide equipment

Outdoor Play:

- Weather permitting children may go to our playground



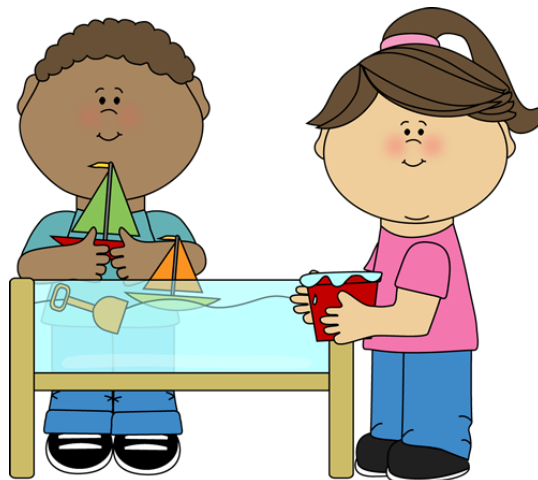
CURRICULUM: 3 YEAR OLD

The Ready Teddy Preschool is a blend of open and structured classroom modes. Each class session includes a variety of activities for children.

An example of a typical morning:

- **Hello Time:** Show and tell, calendar time, songs, music and finger play. Active learning games are included at this time. Large group free play is encouraged in learning centers. Areas of opportunity include the housekeeping areas, building materials, table games, books and puzzles, woodworking, science center and art.
- **Small Group:** Formed to experience the following:
 - ❖ Arts & crafts
 - ❖ Science experiments
 - ❖ Reading readiness
 - ❖ Math readiness
 - ❖ Discovery tables
- **Discovery Tables:** Three tables are arranged for sensory discovery. Students become aware of colors, shapes, numbers, odors, textures and visual experiences through activities they participate in with their teachers. A description of these discoveries, and when they are scheduled, are sent home in your child's school bag.
- **Bathroom and Snack**
- **Gym Time:**
 - ❖ Short and fun exercises
 - ❖ Games, running and ball play
 - ❖ Free play on climbing, sliding and see-saw equipment
- **Outdoor Play:** Weather permitting, children may go outdoors to our play ground
- **Quiet Time:**
 - ❖ Story time
 - ❖ Flannel board
 - ❖ Puppet theater

This is an overall view of your child's morning. Season, current events, personal events, and holidays influence the activities. Other topics such as community helpers, animal visits, geography, nutrition, and safety are also included.



CURRICULUM: 4 & 5 YEAR OLD PRE-KINDERGARTEN

The beginning of the school year is a period of “settling in”, getting acquainted, establishing routines and a review of manners, colors, numbers and other basics.

The accelerated Pre-K program begins each October. Parents will receive a letter prior to the startup of the Accelerated program. The letter outlines this very beneficial addition to the Pre-K curriculum. Below is a list of the goals included in this program.

- Letter recognition-upper and lower case
- Printing name legibly with upper and lower case
- Knows address and phone number
- Knows sight words and reading readiness activities
- Complete pattern sequences
- Identifies numbers 0-30 and math readiness skills
- Demonstrates fine motor skills in art activities
- Social studies-geography
- Musical activities-drama
- Computer/tablet skills
- Explorations (including field trips)
- Science experimentation
- Involvement with books and reading
- Behavior and work habits appropriate to kindergarten



Technology Center: Children will have the opportunity use Little Scholars Tablets to gain confident and skill in using different technology. With over 200 preloaded apps, videos, e-books, and songs, children will have a blast mastering math, reading, spelling, and more. This tablet is designed for children in preschool, kindergarten, and first grade. Children will be allowed to “self-level”. Our goal is to provide children with a positive learning experience that builds the child’s confidence and enjoyment of computers and learning in general.

“Let’s Find Out”: This is incorporated into the Pre-K Accelerated curriculum as well as a geographical theme that encompasses the Letter of the Week. The “Let’s Find Out” publication is sent home with each student to share with their family.

“Book It” Beginners: Our Pre-K classes have successfully participated in our program for emergent readers. This is scheduled for April. Letters will be sent to parents introducing this fun way to pre-read. This unit, “Book It”, plus others are updated and presented new each year.

Explorations: Students will be subject to many explorations of variety of materials and projects. In depth suggestions will be made to manipulate, construct and explore the properties, different cultures, geography, social studies and map skills. Reading readiness and math readiness activities further advance the minds of these eager learners.

School kits: School kits are provided for the Pre-K students in addition to their school tote bag. These kits are used in a variety of exercises for name recognition, sequencing and math readiness. Pre-K students take these kits home at the completion of the school year

PRESCHOOL TUITION FEES

2 year “Teddy Toddlers”:

Tuition is billed once per session

| | | |
|---------------------------|-------------------|-----------------------|
| Fall Session (13 weeks) | Resident \$149.00 | Non-resident \$159.00 |
| Winter Session (13 weeks) | Resident \$149.00 | Non-resident \$159.00 |

2 ½ - 3 year classes:

Tuition is billed monthly

| | |
|-------------------|-----------------------|
| Resident \$114.00 | Non-resident \$124.00 |
|-------------------|-----------------------|

3 year classes:

Tuition is billed monthly

| | |
|-------------------|-----------------------|
| Resident \$118.00 | Non-resident \$128.00 |
|-------------------|-----------------------|

4, 5 and Pre-Kindergarten:

Tuition is billed monthly

| | | | |
|-------------------|---------------------|-------------------|-----------------------|
| Mon/Tue/Wed/Thurs | 8:30 am to 11:30 am | Resident \$202.00 | Non-resident \$212.00 |
| Mon/Tue/Wed/Thurs | 12:30 pm to 3:00 pm | Resident \$186.00 | Non-resident \$196.00 |

On the 1st of the month, you will receive an invoice via email for tuition. Tuition is due on the 12th; a \$30 late fee will be charged for all tuition payments made on the 18th or later. A second late fee of \$30 will be applied to any tuition that remains unpaid after the next month has billed. If you are unable to pay your tuition on time, please contact the front desk **before** the late fee is applied. We are unable to waive it once it's been charged. Failure to pay tuition may result in releasing your child's place in class.

In case of financial hardship, the Park District will make every effort to work with you.

Please check your online household account to make sure your email address is correct. To access your account, go to our website www.communityparkdistrict.org, click on online registration, and follow the link.

Credit Card Payments

Credit card payments may be made online, at the front desk, or over the phone.

Cash and Check Payments

Cash and checks payments are also accepted. To ensure payment is applied to the correct student, we request that cash/check payments are placed in an envelope stating your child's name, teacher, and class day/time. We will have a supply of envelopes at the front desk; you may also use a personal envelope as long as it contains the required information. Envelopes containing check payments may be included in your child's school bag or given to the front desk, Cash payments should be given **only** to the front desk.

No credit is given for any absences, including illness, vacation, holidays, weather-related closures, and unforeseen circumstances related to the safe operation of the building.

Fees are calculated from the starting date to the conclusion of preschool. Scheduled closings are considered at the time fees are determined. No make-up days will be allowed for absences.

Recurring Payment:

You authorize regularly scheduled charges to your checking/savings account or credit card. On the 1st (or the nearest business day), you will be charged the amount indicated below for each billing period. An invoice will be sent to you indicating the amount due for tuition, any previous Ready Teddy charges (if applicable), and the total applied to the payment method for Automatic Bill Pay. The invoice will be marked PAID. You agree that no prior notification will be provided unless the date or amount changes, in which case you will receive notice from us at least 10 days prior to the payment being collected.

If an Automatic Payment fails to process you will receive an invoice notifying you of the failure and the balance will remain on your account. ***It is your responsibility to update your account information by notifying the Park District of any changes. Changes in the "Saved Payment" area of Community Pass do not automatically carryover into Automatic Payment.***

Please see front desk for Recurring Payment Authorization Form.

2018-19 Ready Teddy Tuition Billing Dates

September 3

October 1

November 1

December 2

January 2

February 3

March 2

April 1

May 1 (half-payment)

COMMUNICATION

Our special projects, topics, visitors, "show and tell" days, etc. are announced each month in a calendar which the children bring home. Information is sent via email regarding field trips and special events. All of these are also posted in the hall. You may also access information by going on our web site and clicking the link.

FACEBOOK: Please join us on Facebook at [CommunityParkDistrict/Facebook](#).

A school tote bag is provided for each student. Please check the tote bag every school day for letters, homework, projects, flyers, etc.

In an effort to illustrate forms of respect to the children, the preschool staff will be addressed by their appropriate titles and proper name. For example: "Mrs. Smith".



ADDRESS & AUTHORIZED CHANGES

Let us know if you have a new address, telephone number or email. The school should also be notified of any and all changes in emergency person or persons authorized to take your child from school. It is essential that we can quickly reach you in the event of an emergency.

HOLIDAYS & SCHOOL CLOSINGS

For Holiday closings please refer to the separate calendar for the current year. School closings due to weather will not be made up or otherwise compensated for. Sign up for text alerts. Only in emergency situations will the alert system notify of emergency closings. Information may also be obtained by calling the preschool direct line and checking our website.

WITHDRAWAL/TERMINATION

If a child must withdraw for any reason, the school shall be notified two weeks prior to leaving. Two weeks' notice is required so that a possible refund may be processed.

SCHOOL PHOTOGRAPHS

Photographs will be taken of each student, as well as a class composite group picture. Photographs are scheduled in February/March and parents have the option of purchasing them. Teddy Toddlers do not participate in school pictures.

SNACKS & BIRTHDAYS

All parents are asked to sign up on a list to bring snacks. Simple and nutritional snacks are best. See separate list of suggested snacks and snack items to avoid. Snacks should be handed directly to the teacher. No other food should be brought into the classroom.

We enjoy celebrating birthdays. A treat may be brought from home, providing arrangements have been made with the teacher in advance.

Invitations to parties are a frequent occurrence at preschool, but can present awkward situations. The preschooler is quick to realize when they are not included in a party invitation! Please do not ask the teachers to distribute invitations and do not present invitations in classrooms. You are welcome to distribute them yourself in the hallway after class.



DISCIPLINE

For many children, the concept of group play and sharing will be new. Most preschoolers are progressing from the “egocentric”, “I or self” stage of growth into the socialization stage. During this transitional stage, children at times have difficulty managing troublesome emotions. When these situations occur, a quiet time is more effective followed closely by an explanation or brief discussion. If a child has difficulty playing in a certain area, he/she will be asked to move on to another area of play before quiet time is necessary.

“1-2-3 Magic”, a discipline plan of time out for children, written by Dr. Thomas Phelan, may be implemented in the classrooms. This is reviewed each year by all the Preschool staff. DVD and book copies of “1-2-3 Magic” are available for loan to parents.

Although discipline problems involving children in preschool rarely warrant it, the preschool reserves the right to exclude from the program any child whose behavior seriously disrupts the program or is a danger to himself/herself or to others. Dismissal from school is the final step and will occur only after several measures to improve behavior have taken place. Teachers and Preschool Director will meet with parents to attempt to work out difficulties.

CONFERENCES & VISITING

Conferences for 3, 4- and 5-year students are routinely scheduled in February.

Please feel free to call the Preschool Director with questions regarding our program. Teachers or parents may request an informal conference whenever they feel it necessary.

Please take advantage of scheduled Open Houses, Parent Workshops, Guest Storyteller and special events to visit. Other visits and tours should be arranged with the Preschool Director.

ABSENCES/HEALTHY CHILD POLICY

If you know your child will not be in class on a given day, notify the preschool. For the protection of all the children and staff, we are unable to accept a child who appears ill.

THE TEACHING STAFF HAS THE RIGHT TO REFUSE ADMITTANCE OF A CHILD WHO APPEARS TOO ILL TO ATTEND ON A GIVEN DAY. **If you are in doubt about your child's health, please keep him/her at home and notify the classroom teacher.**

***The Ready Teddy Preschool follows the guidelines designated by the Cook County Health Department.**



- If you notice the beginning of a cold or contagious disease please be considerate of the other children and our staff and keep your child home.
- Children who vomit, or need medication (fever reducer or decongestant) prior to the start of class should not attend school.
- A child must be free of an elevated temperature, vomiting, pink eye, diarrhea or lice for a 24 hour period before returning to school.
- If prescribed, children should be on antibiotics for 24 hours before returning to class to insure they are no longer contagious.
- If your child has a runny nose and is not clear in color, it usually symptomatic of infectious process beginning. Please keep your child home.
- A rash may be the first sign of many illnesses, such as scarlet fever or chicken pox. A rash or spots may cover the entire body or may appear in one area. Do not send a child with a rash to school until your doctor determines it is safe to do so.
- Sometimes children are anxious to “get back to school” and return too soon. Because their resistance level is lowered, they are more susceptible to germs and they can become ill again.
- The park district reserves the right to require a “return to school” note from your doctor.

If your child becomes ill at school, he or she will be isolated from the group and made as comfortable as possible. You or the emergency person on your health card will be contacted, so that the child may be picked up.

Communicable diseases such as chickenpox, etc., should be reported to the school immediately. An email will be sent to parents.

In the event of an emergency or serious injury, it is our policy to seek immediate medical attention for your child (ambulance first) and then contact the parent.

OPEN HOUSES/SPECIAL EVENTS

These are excellent opportunities for parents and children to become acquainted with the classroom, meet their teachers, and share their school projects and activities with family, friends, and neighbors. These are scheduled in the Fall and early Spring. A family program is planned for the Christmas holiday and a Science Fair in March. Other special events are planned throughout the year.

GRADUATION-YEAR END PROGRAMS

The year-end programs are the highlight of our school community. Parents are given the opportunity to volunteer and help teachers in their preparation for our end of the year program which include a variety of songs performed by each class level.

Each class will have a closing program and we will celebrate the graduation of Pre-K preschool children into Kindergarten. Year-end activities also include an “all-school” family picnic.



FUNDRAISING

Periodically Ready Teddy participates in optional fundraising opportunities. Tuition does not cover the cost of many activities and projects in our curriculum. The student’s Thanksgiving feasts, St. Nick Night, Science Fair, school picnic and end of the year programs are some of the exciting events planned each year that our fundraisers subsidize.

Ready Teddy will also have a variety of spirit wear available to purchase.

SCHOLASTIC BOOK CLUB

As a service to preschool families, Scholastic Book Companies provide the opportunity for you to order new, reasonably priced, popular children’s books, DVD’s and computer software.

Although the preschool is given free books with each order, no one is obligated to purchase. Order forms are handed out approximately five times a year. More information is available at that time.

CLOTHING

Please Dress your child as comfortably as possible. Simple, inexpensive play clothes are best.

We use a wide variety of art materials that tend to get messy. When needed, a smock will be provided.

Shoes must be worn in the classroom at all times. Athletic type shoes are recommended and are required for participation in gym. Boots are removed and left in the hall.

To avoid confusion or loss, please mark coats, boots, hats, scarves, mittens and sweaters with your child's name.



Ashley Jusk, Recreation Supervisor/Preschool Director

ajusk@communityparkdistrict.org

Preschool Direct Telephone:

708-354-4157

Administrative Office Telephone:

708-354-4580

Fax:

708-354-4577

www.communityparkdistrict.org