



SEEDLINGS PRESCHOOL

General Information

ALLERGY AND MEDICAL ACCOMODATIONS

Please let us know if your child has any allergies or any other needed medical accommodations. Please provide us with an EpiPen if the child is allergic to nuts, bee stings, etc. If your child has asthma, please provide us with an inhaler. Please fill out the “[Preschool Information Form](#)” from our website to indicate any accommodations you have. Please bring this form to your child’s Open House, first day of school or email to Preschool Director at clombard@huntleyparks.org

DISCIPLINE

Children are encouraged to use their words when having a behavioral issue. When necessary, child will be directed. Positive behavior is modeled, and children are encouraged to problem solve. If behavior continues, the parents and teachers will work together on an action plan.

LETTER PEOPLE PROGRAM

We use the Letter People puppet-based phonics program with all our classes.

LUNCH BUNCH

Lunch Bunch is currently not available due to health restrictions. We plan to offer this program again, as soon as it is safe to do so.

MEDICATIONS

If your child needs to take medication during class hours, you must fill out a medication form before we will accept any medicines.

SAFETY

At Seedlings School. Children participate in fire, tornado and intruder drills. Our preschool hallway is a locked down area. There are security cameras in our building and all our classrooms have shades that can be pulled down.

SCHOOL CLOSINGS

If School District 158 is closed, we are closed. If they have a late start due to weather, our morning classes will not meet but later classes will be in session.

POTTY-TRAINED

All children must be potty trained. Children must wear underwear rather than diapers or pullups.

SNACKS

At this time, all children should bring their own snack each day to preschool. Snacks must be nut free. Fresh fruits are encouraged. Please include with the snack a beverage, napkins and cups if needed. Unfortunately, at this time, snacks may not be shared.

PRESCHOOL PAYMENTS

All payments will auto debited each month. If your account is not current, your child will not be able to attend preschool until fees are paid. Except for COVID-related illness, no refunds or credit will be issued due to illness or vacations.

SICK CHILDREN

Keep in mind the effect on other children when sending your child to school. For the 2020-2021 school year please review the health and safety guidelines as it relates to COVID-19 on our [website](#). Should your child or someone in your household become diagnosed or even if there is reason that someone is getting tested, we ask that you contact us and likely keep your child home. We will work with you and the Health Department to determine the best course of action to keep everyone safe. If you are out due to a COVID-related event, we will not charge you for time missed. We'd rather be safer than not to avoid shutting down our program.

Children with the following should stay home:

- A fever and then be fever free for 24 hours.
- Diarrhea
- Undiagnosed skin rash
- A cough not caused by allergies
- Vomiting
- A sore throat
- Red, gooey eyes
- Any communicable disease

SIGN-IN AND OUT

With the current pandemic, all preschoolers will be dropped off curbside at the Mill St. Entrance. Preschool staff will check-in students as they arrive. Drop off will begin at 8:45a for morning classes and pick-up for morning classes will begin promptly at 11:30a. **Please watch for school district buses during this time as it will also be a transition time for our Remote Learning Camp.**

For any afternoon classes, drop off will begin at 12:05p and pick-up for afternoon classes will be start at 2:45p.

For any Night Owl classes parents may bring their children in the main entrance of the Rec Center and walk them to class and pick up at the classroom. Please maintain 6 ft. of physical distancing as you move about the building and wait for class to start or end.

Please be prompt at pick up time. Children tend to get anxious and worry.

Please see the drop off and pick-up procedures and diagram below.

**If you have any other questions, please contact our
Preschool Director at (847) 669-0597**