

July 2018

Dear Family,

We are so happy that you have chosen Shepherd of the Valley Preschool for the 2018-2019 school year. We welcome you to our preschool family. The primary focus of our community and our work is to partner with our families to celebrate childhood, embrace learning through play and joyfully explore the wonders of our world. We are looking forward to a terrific year together and want to let you know about our upcoming events.

A CLEANING PARTY is a great way to prepare for all that lies ahead and is part of your commitment to our preschool program. Our school has gotten pretty dirty over the summer and there are weeds and repairs to be done on our playground. We have scheduled a WORK DAY for SATURDAY, AUGUST 4th from 9 AM to 12 NOON. Children are welcome to come wash toys and play. Please help get our school clean and ready for the children. This is a wonderful way to get to know the preschool families and to give your children the important message "that we support our school!" There will be more opportunities to help and support our preschool throughout the year.

You are invited to our OPEN HOUSE on WEDNESDAY, AUGUST 15th, 10:00 AM to 11:30AM. Each family will find their child's cubbie, receive a folder of information, complete and sign forms and have their picture taken for our preschool wall. Being together at school helps children feel secure and excited about beginning a new school year. Please join us any time during the OPEN HOUSE to visit with teachers and friends and eat a few goodies. It is important that you inform us if you are unable to attend.

Our NEW PARENT MEETING will be held on WEDNESDAY, AUGUST 15th from 7:00 to 8:00 PM. This is a mandatory meeting for all new parents who have not attended this meeting before. We feel that this is an important experience for parents to help begin the new school year. We will explain the policies and philosophies of our program and go through a typical preschool day. This meeting is for parents and caregivers only-we are unable to provide childcare.

Our **FIRST DAY OF PRESCHOOL** is **MONDAY, AUGUST 20th**. We are excited for our adventure to begin. Preschool hours are 9:00 AM to 1:00 PM. We have extended care every morning from 8:30 AM to 9:00 AM.

AFTERNOON CARE is offered on Tuesday and Thursday 1:00 to 3:00 and is designed to provide children with small group experiences and a more individualized learning and play time. If your child stays for afternoon extended care please bring a small blanket for your child to rest with during our quiet story time. You are welcome to use afternoon care on a drop in basis or as part of your tuition. Just ask us if you have any questions.

Please fill out the enclosed **CHILD INFORMATION FORM** and return it at our **OPEN HOUSE**. The information you provide helps us develop a meaningful and positive relationship with your child. We also use this information to create our curriculum based of the interests and needs of each child.

A current Child Health Information Record is a State requirement and must be on file. Please complete the form enclosed and return by Open House. This form must be signed by your child's physician and is current for one year from the date completed. All information will be maintained in a confidential file.

CONFERENCES will be held for all students in the fall. This allows us time to develop relationships and get to know each child and to begin assessment write ups to share during the conference.

It is important that you apply **SUNSCREEN** to your child each morning before school begins. If needed later in the day, teachers will apply sunscreen to your child's exposed skin. Children, Youth and Families Department requires each child to have his/her **OWN SUNSCREEN**. Please bring in a small sunscreen with your child's name on it to the Open House.

Please remember that Shepherd of the Valley Preschool is a **CELL PHONE FREE ZONE**. The highlight of your child's day is to see you. We want to make sure that drop

off and pick up times provide opportunities for meaningful interactions and communications between parent, teacher and child.

This summer we have been busy working on documenting and organizing the criteria needed to achieve accreditation from the National Association for the Education of Young Children. The past two years we have been involved in the New Mexico early education quality program, FOCUS. We have received their 5 STAR rating—the highest level of quality in the state. It is an important distinction that shows our commitment to incorporating the best early childhood practices and continuous quality improvement of our program. We will keep you informed on our journey to NAEYC accreditation this year.

KIDS LOVE TO DANCE ~ is a fun and well taught dance and tumbling class for both boys and girls offered Tuesdays 1:00 to 1:45. They have a delightful recital in May. Children may join these classes whether or not they are enrolled in preschool. Information and registration will be available during our OPEN HOUSE.

It is important that you verify that our REGISTRATION RECORDS are correct.

Our records show that _____ is registered for:

If this information is incorrect please call us at 344-1989 immediately. There is no need to call if this is correct.

- Payments are due on the first of every month beginning September 1st.
- If you would like to add days or change days you may provide a written request at Open House. If you have previously requested different days please write a new request so that we know you are still interested.
- A 30-day notice is required to withdraw your child from Shepherd of the Valley Preschool or to drop days of the week from your child's schedule. Prepaid tuition is forfeited when this notice is not given or given after March 1st.

We still have a few spaces left and are accepting registration for this year. Please pass the word. We are happy to talk to families and give tours. Call 344-1989 for information.

We ask each family to bring SUPPLIES at the beginning of the year and again in January when a new list will be given. Do not put your child's name on these items (except the sunscreen), because they will be shared by all. Please bring your supplies to OPEN HOUSE to allow us time to organize them before the start of preschool.

ALL CHILDREN HAND SOAP PUMP (NOT hand sanitizer)
DISINFECTING WIPES (Clorox, Lysol or Kirkland)

ALL GIRLS 1 BOX CRAYOLA WASHABLE MARKERS-FINE LINE
1 4 oz. ELMERS WHITE SCHOOL GLUE

ALL BOYS 1 BOX CRAYOLA WASHABLE MARKERS-BROAD LINE
1 PACKAGE GLUE STICKS

YOUR FAMILY _____

Thank you for trusting us to care for your children.

"The measure of a society is its reverence for children." Gesell