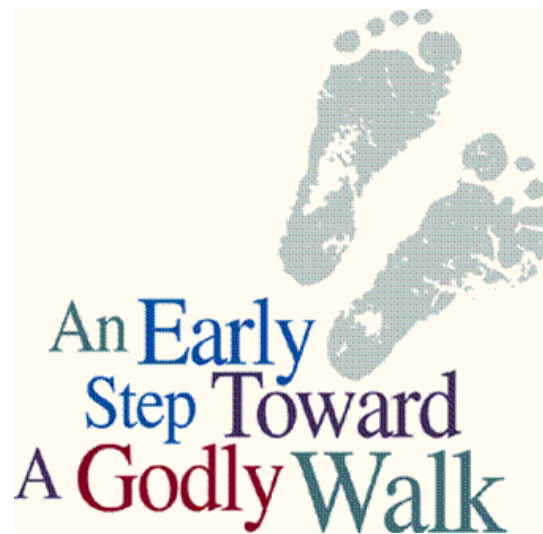


St. Stephen Preschool Parent Handbook 2009 -2010



St. Stephen Preschool
8400 France Avenue South
Bloomington, MN 55431

Phone: 952-831-4746 ext. 30 or ext. 37

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Table Of Contents

About St. Stephen Preschool	p. 3
Mission	
Goals	
Staff	
Program Information	p. 4
Eligibility	Transportation/Car Pools
Special Needs	Clothing
Successful Participation	Lunch Bunch
Staff Ratios	Snacks
Hours of Operation	Birthdays
Daily Schedule	Classroom Parties
School Closings	Field Trips
Arrival/Departure Info	Parent Visitation
Absences	Pictures/Videotape Policy
Dismissal from Program	
Classroom Information	p. 10
Curriculum	
Behavior Guidance Plan	
Chapel Days	
Musical Programs	
Classroom Parent	
Communication Information	p. 12
Open House	
Newsletters	
Parents Conferences	
Grievance Procedures	
Safety and Health Information	p. 13
Medical Examination	
Allergies	
Illness	
Communicable/ Infectious Diseases	
First Aid and Accidents	
Helmet Policy	
Poison	
Tornado and Fire Drill	
Sunscreen Policy	
Hand Sanitizer Policy	
Pets	
Insurance Coverage	
Child Abuse and Neglect	
Enrollment and Registration Information	p. 16
How to Register	Payment Options
Tours	Late Payments
Enrollment Paperwork	Short Term Tuition Assistance
Tuition	Vacation/Absences
Activity Fee	Termination
Payment Schedule	
St. Stephen Preschool Calendar	

About St. Stephen Preschool

Our Mission

In an environment supporting Christian values, St. Stephen Preschool strives to guide young children as they grow socially, emotionally, academically, physically and spiritually as individuals while also learning to become part of the community.

The St. Stephen Preschool Goals...

- to foster growth in the intellectual, social, emotional, creative, and spiritual areas.
- to have curriculum and activities which are developmentally appropriate.
- to put the child's self-esteem development as a high priority.
- to provide a firm and positive educational foundation for your child.
- to value the importance of celebrating and accepting individual differences including race, economic background, religion, etc.
- to teach and encourage our children to love one another as Jesus did.

We value the importance of taking care of others and empowering our young ones to see that they can make a difference in our community. Our curriculum, goals and philosophies provide building blocks that will give your child a good foundation as they continue taking steps in their academic and spiritual growth.

2008 -2009 Staff

Pastors: **Pastor Tom Olson**
Pastor Christine Wenzel

Preschool Director: **Julie Walworth**

Assistant Preschool Director: **Lori Burnham**

Teachers: **Lori Burnham (4/5 year olds)**
Sherry Carr (4/5 year olds)
Tracy Crawford (3/4 year olds)
Mara Guza (4/5 year olds)
Peggy Johnson (3/4 year olds)

Assistant Teachers: **Carol Andrews (4/5 year olds)**
Rebekah Cole (3/4 year olds)
Sue Erickson (3/4 year olds)
Gloria Lamprecht (3/4 year olds)
Debi Zosel (3/4 year olds)

St. Stephen Preschool is an active member of the Evangelical Lutheran Education Association.

Program Information

Eligibility

All children ages three through five may participate in the program. For the three-year-old classroom, children must be 3 by September 1, 2006. St. Stephen Preschool does not discriminate on the basis of race, religion, or sex. **All children *must* be toilet trained; we are not licensed to provide diapering services (no Pull-Ups please).**

Special Needs

We will do our best to provide service to children with special needs. A parent conference will be requested to assure that your child can be best served by our program.

Criteria for Successful Participation at St. Stephen Preschool

A child must be able to function in a designated group without the threat of harm to themselves, other children, or the staff in the program. If safety issues arise, parents will immediately be contacted and a meeting will be scheduled to discuss options and/or problem solving strategies.

Staff Ratios

St. Stephen Preschool will meet the recommended staff ratios indicated in the Department of Human Services Child Care Center Minnesota Rules Book. The ratio recommended for preschool children is 1:10. St. Stephen Preschool is licensed to serve 79 children at any one time.

Hours of Operation

St. Stephen Preschool is open from September through May, 9:00 a.m. - 3:00 p.m. The classes that are currently being offered include:

3 Year Olds	MW	9:00–11:30 AM
	MWF	9:00-11:30 AM
	T/TH	9:00-11:30 AM
4-5 Year Olds	MTWTH	9:00-11:30 AM
	MWF	9:00-11:30 AM
	T/TH	9:00-11:30 AM
	T/W/TH	12:30-3:00 PM

The Calendar Year Schedule: attached at the end of this handbook

Daily Schedule

Below is a general outline of what a *typical* day looks like:

9:00 – 9:05 a.m. or 12:30 p.m. - 12:35 p.m.
Welcome Time.

9:05 a.m. – 9:30 a.m. or 12:35 p.m. – 1:00 p.m.
Circle Time – calendar, weather, special person, story, songs, thematic topic, etc.

9:30 a.m. – 10:15 a.m. or 1:00 p.m. – 1:45 p.m.
Art, Learning Stations and Exploration Time.

10:15 a.m. – 10:30 a.m. or 1:45 p.m. – 2:00 p.m.
Snack Time.

10:30 a.m. – 11:00 a.m. or 2:00 p.m. – 2:30 p.m.
Large and Small Muscle Time (gym, outside or muscle room)

11:00 a.m. – 11:30 a.m. or 2:30 p.m. – 3:00 p.m.
Wrap Up and Closure Time.

School Closings

In the event of school closings due to inclement weather, please watch for our school closing on our local television station, WCCO – Channel 4. We generally follow the Bloomington Public Schools, however, the preschool may also close if the church office closes. We will not remain open if the church closes.

Arrival

In order to keep our children safe, we ask the following of you as you arrive at school:

- Please use the preschool entrance. The doors will be locked at 9:05 a.m. and 12:35 p.m., please enter at the main entrance if you arrive late.
- Please keep your children with you at all times while in the building.
- We strongly recommend that adults hold children's hands while walking through the parking lot.
- We also ask that children do not play by or go in the elevator while waiting for class to begin.
- Please do not allow your child to run up and down the hill by the outside door.
- Please park your car in the parking spaces provided. Please do not park by the sidewalk/curb.
- **Promptness is very important so that the class may begin on time without the distraction of late arrivals.**
- **If there are separation issues, we will work with you to develop a plan of action. Please say goodbye in the hallway and have your child enter the room alone.**

Departure

- Children are dismissed directly to the parent/caregiver. Parents are asked to provide the names of other individuals who can pick up their child.
- *Please notify the staff in advance if someone else will be picking up your child.* Staff is instructed to ask for picture identification from individuals they do not know.
- Parents are expected to pick up their child on time.
- **If parents are consistently late, a meeting will be held with the parents, teachers and the Director to determine a plan of action. A late fee may occur if lateness becomes a problem.**
- **If there is an emergency, of course, accommodations will be made. Please call the office so that the child can remain supervised.**

Absences

When a child is ill, parents/guardians should call St. Stephen Preschool at **831-4746 Ext. 30 or Ext. 37** as soon as possible and give the diagnosis of the illness, if communicable. If a child will not be attending the program because of a scheduled appointment, vacation, or other planned absence, parents should notify the classroom staff in advance.

Dismissal from the Preschool Program

St. Stephen Preschool reserves the right to dismiss a child for violations of the preschool policy. For the complete preschool policy, parents can request a copy from your child's teacher or the Director at any time.

Transportation

Parents/guardians provide transportation to and from St. Stephen Preschool. Please turn off your ignition and lock your car for safety. **Never leave children unattended in a vehicle.** Realize that there are always children present in the vicinity of the parking lot. Do not leave your purse or any valuables locked in your car; preschools and day cares are targets for car thefts.

Car Pools

Many parents/guardians develop and participate in car pools. Please inform teachers of any car pools that develop.

Clothing

It is recommended that children wear clothing that is comfortable and easy to play in. We paint, use sensory materials, play outside, etc. While we do have the children wear paint shirts, there are times that paint does get on clothing.

Children should wear socks and shoes to school for safety. Please do not send your children to school in Crocs, sandals, flip flops, or other shoes that are not suitable to play in.

Clothing (continued)

Weather permitting, children will be going outside to play. Parents should send appropriate clothing for the weather. All loose clothing items such as hats, boots, mittens, show pants, coats, etc., should be labeled with the child's full name. If your child wears boots into the building, please bring a pair of shoes to put on in the classroom. St. Stephen Preschool is not responsible for lost or damaged personal items.

Lunch Bunch

We will be offering Lunch Bunch, our extended day program, on Mondays, Tuesdays, Wednesdays and Thursdays this year. Children pack a lunch (**no peanut products please**) and have play time under the supervision of one of our teachers. The times will be from 11:30 a.m. – 1:00 p.m. We will start Lunch Bunch on Tuesdays and Thursday at 11:00 a.m. for our afternoon classes (Lunch Bunch will still end at 1:00 p.m. but we will bring afternoon children to their classes at 12:30 p.m. on these days). You will be able to sign up each week. The cost is \$10/child for one lunch bunch. *A minimum of 5 children are required for Lunch Bunch to take place each day.*

Snacks

Snacks will be provided by the school. A variety of healthy items such as fruit, vegetables, cheese, crackers, and juice will be served to the children. Food preparation and sanitation will comply with the Department of Health policies. Both staff and children will wash hands before food service. Staff is trained annually in sanitary procedures. **Please notify your child's teacher of any allergies your child may have.**

Birthdays

We will try and celebrate your child's birthday as close to the actual day as we can. If your child has a summer birthday, we will celebrate his/her half birthday.

New this year, we will NOT have children distribute treat bags, snacks or small trinkets to their classmates. We promise to make your child's day special in many ways!

Children will get an "About Me" poster to complete at home and bring back to school to display in the hallway around their birthday. Children will be honored on their birthday and will be asked to bring in two items in the special Sharing Bag. During the Show and Tell portion of the morning, the birthday child will have an opportunity to describe and show his/her most treasured items. **Parents are invited and welcome to stay and watch (and take pictures, or video-tape) during the special sharing event.**

We know many children like to invite classmates to their home birthday parties. Out of courtesy to all children, we ask that you mail invitations and not distribute them at school. Thank you for your understanding.

Classroom Parties

Throughout the school year, there are a number of classroom parties that will be taking place. **The parents are asked to plan and run the parties.** Parties are one hour in length and include 4 stations: crafts, stories, games and a snack. *We ask parents to purchase the snacks for the parties.* Teachers are more than willing to help brainstorm ideas and assist with the agenda of the party, and of course, will be at the party to assist in any way needed. A sign-up sheet will be passed around at orientation listing all of the party themes and approximate dates so the parents can sign up to help with the festivities. There is a party binder available as well with suggestions for running a successful party.

Field Trips

St. Stephen Preschool will be going on field trips periodically throughout the year with the 4-5 year old classes. We will inform you in a timely manner the destination, date, and purpose of the field trip. If chaperoning the event, we ask that parents please do not bring younger siblings along for reasons of safety and adequate supervision of preschool children. We must have a signed permission slip from the parents/guardians before the event in order for the child to attend.

Our 3-4 year olds will be participating in “In-House” field trips. We will have The Minnesota Zoo and The Children’s Theatre provide these learning opportunities.

Activity Fee for Field Trips:

We will be collecting a \$45 activity fee for our 4-5 year old field trips and a \$25 activity fee for our 3-4 year old field trips. This will be the only time we collect money throughout the year and it will cover the cost of every field trip. This is in place to simplify the collection process.

Parent Involvement/Visitation

Parent input and suggestions are always welcomed and encouraged. Questions and concerns should be discussed with the teacher before or after class.

Parents are welcome to visit the site any time; we do ask however that you give the teacher advance notice as to when you are planning to come. We also suggest that if your child has attachment issues, that you wait until your child is settled in and comfortable with the new environment. Please do not bring siblings when visiting, at any time, as this often causes disruption in the classroom.

When sharing information regarding your child to the teacher, know that it is held in confidence. Your child’s unique needs/gifts will not be communicated to other parents or children unless requested by the parent/guardian.

Appointments can also be made to meet with the Director at any time to discuss concerns or suggestions.

Permission to Take Pictures and/or Videotape

Periodically throughout the school year, we like to take pictures and/or videotape special activities that are taking place. In the event that we want to post the pictures or use the photos for advertisement, we need your permission. (See permission slip form.)

CLASSROOM INFORMATION

Curriculum

St. Stephen Preschool offers a social learning experience designed specifically for children ages 3 through 5. Activities and expectations are planned with the child's social, emotional, intellectual, physical, spiritual, and creative needs in mind. Children will be involved in activities including arts and crafts, music, reading, story-telling, prayer, science, math, motor development, and more! We work closely with the Bloomington kindergarten teachers to prepare our children for the "big school."

At the first of every month a calendar and newsletter is sent home. Please post the calendar so that it is visible for your child and take time to look at the upcoming week's events.

Color Days: Your child can wear the color of the day. Please don't go out and buy something new, we will give them a yarn bracelet with that color on it if you are struggling to find an article of clothing with the designated color.

Themes: Each week we study a different theme with activities, games, crafts, and snacks that are planned to complement the lesson. If you have items at home or a special interest in any of the given themes, please let us know. We would love for you to share your gifts with the children. Throughout the thematic units, important skills are being taught such as alphabet recognition, shape, patterns, number recognition, and counting (kindergarten readiness skills). Cognitive development is always taken into consideration when planning these lessons.

Learning Centers: Different learning centers are created that are related to the theme of the day/week. There are a variety of centers that are planned daily, including a book center, puzzle center, creative dramatics center, art center, sensory table center, etc.

Behavior Guidance Plan

St. Stephen Preschool ensures that:

- Each child will be provided with a positive model of acceptable behavior.
- Program curriculum and expectations will be tailored to the developmental level of children ages 3-5.
- Positive, proactive behavioral strategies will be used with the children (i.e. "catching the children being good", praising for appropriate behavior, etc.).
- Staff will redirect children and groups away from problems and toward constructive activities in order to reduce conflict.
- Staff will redirect children to use acceptable alternatives to challenging behavior in order to reduce conflict.
- Staff will protect the safety of children, staff and property at all times.
- Staff will provide immediate and directly-related consequences for a child's unacceptable behavior.
- Parents will be informed of all challenging behaviors, especially in regard to biting, hitting, pushing and spitting.

Chapel Days

Chapel days are unique and very special to St. Stephen Preschool. On these days, the children learn how they can really make a difference in others' lives. The children bring their special craft that they made into the sanctuary, hear a story, sing songs, and then place their gift (the craft) into the offering baskets. The special gifts will then be shared with residents in a nearby nursing home. These days occur once a month, and though giving up the gift is difficult, it is an extremely valuable and positive lesson for these children at this influential age.

Musical Programs

There will be two musical programs that the children will be participating in, one taking place before Christmas, and the other in the Spring. These are special events for the children. They love to "show their stuff" to all of their extended family members. We hope you'll make it a point to attend these special events and support your child's accomplishments!

Classroom Parent

We would like to have two parents per class be the contact person for our teachers and director. Our classroom parent will help to notify other parents of parties, fundraising, etc. He/she will work closely with our Preschool Director to keep everyone well informed. Please see the director for an information sheet on this important volunteer position. Sign up will take place at Orientation.

Class Lists

We will distribute class lists with child's name, parents' names, phone numbers and addresses. **If you would like to omit your name from this list, please notify the director.** This list will only be given to families within your child's class. The purpose of the class list is for planning parties, playdates, etc.

Communication

Open House

There will be two open houses that occur during the year. In August, parents and children are invited to come see the classrooms and meet the teachers. This Open House is designed mainly to help decrease any anxiety that the children may be feeling about starting preschool. The staff will be available to answer any questions parents or children may have regarding the school year.

The second Open House occurs in January when registration opens for the next school year. On this night parents and children have an opportunity to visit the classrooms, find out about the preschool's philosophy and curriculum, and meet our preschool staff.

Newsletters

Monthly newsletters will be sent home at the beginning of each month to keep parents informed of all activities scheduled at St. Stephen Preschool. Monthly calendars are sent home with the newsletter and both will be posted on the bulletin boards next to the classrooms and in the hallway. **It is the responsibility of the parents to observe all deadlines and read pertinent information regarding the program.**

Phone Calls

Teachers will make a phone call home within the first month of school to check in with the family. Any questions or concerns should be shared at this time.

Parent Conferences

Two conferences will be held during the school year, one in early November, the other in early April. School will not be in session on these conference days. We will provide childcare on these days.

A written assessment of your child's intellectual, physical, social, and emotional development will be given to the parents at the time of the conferences. Parents are encouraged to talk to the teacher by phone if they feel a problem exists at other times during the year.

Grievance Procedures for Parents

In order to effectively minister to a child, parents and preschool staff should work together as partners. Feedback from the parents is welcome and encouraged. When areas of concern arise, they should immediately be brought to the attention of the classroom teacher to work through the problem. If additional attention is required, the problem can and should be taken to the preschool director.

Review of Program Plan

The St. Stephen Program Plan is available to be reviewed upon request at any time by the parents or legal guardians of the child.

Telephone Number of Division of Human Services, Licensing: 651-296-3971

Safety and Health Information

Medical Examination

Children entering the program will need a complete physical or current health statement signed by the doctor. The health form is due within 30 days of enrollment into the program. Immunizations must be up to date before the child can enter a school in Minnesota (must be turned in by the first day of school). This form is kept on file at the school. Please use the immunizations and health forms provided by the school. Updated reports of physical examination must be submitted annually.

Allergies

Staff should be advised of any allergies or special dietary restrictions of the child. Staff will post this information in the snack preparation area. Parents may be asked to supply appropriate snacks for children with dietary restrictions.

St. Stephen makes every effort to be a peanut free school/zone. A number of students have life-threatening allergies to peanut products. For the safety of these children, please do not bring any items to school that contain peanuts or peanut products.

Please notify us immediately if you learn of a new allergy for your child anytime throughout the year.

If your child requires an epipen, please see the Director of the Preschool to obtain the paperwork required for having this medicine on-site.

Illness

In fairness to your child and others, if any signs of illness are noted, your child should be kept home. If school personnel feel the child's health is such that he/she should not be in school, he/she will not be admitted.

The following symptoms may suggest a communicable disease and your child should be kept home if he/she is exhibiting any of them:

Fever: 100 degrees orally or 99.5 degrees axillary.

Fever should be normal for 24 hours before returning to school.

Vomiting: two or more times within the previous 24 hours.

Respiratory Symptoms: difficult or rapid breathing; severe or persistent coughing.

Diarrhea: an increased number of abnormal loose stools in 24 hours.

Eye/Nose Drainage: thick mucus or pus draining from the eye or nose; if drainage is yellow or green.

Sore Throat: especially when fever and swollen glands are present.

(list continued on page 14)

Skin Problems: undiagnosed skin rashes; infected sores.

Appearance/Behavior: child looks or acts differently; extreme tiredness; pale, lacking appetite, confused, irritable or unable to participate in preschool activities with reasonable comfort.

Please notify the school if your child will be absent. A note will be sent home notifying parents of a contagious disease that has been in the classroom. No medication will be administered to your child by the school staff.

Illness at School

Parents will be notified if their child becomes ill at St. Stephen Preschool. Until you arrive, your child will be removed from the group, settled on a cot and in the care of an adult.

Communicable or Infectious Diseases

Instances of communicable, infectious diseases or animal bites within the school will be communicated to all parents. Parents are required to contact the teacher in the event their child develops a communicable or infectious disease and staff will contact the Department of Health.

A comprehensive list of communicable or infectious diseases is available at St. Stephen Preschool for parent review. Most common diseases include: Group A Strep, Scarlet Fever, Varicella (chicken pox), Meningitis, Measles, Hepatitis, Hemophilus Influenza, Intestine Parasites, and Pneumonia.

First Aid and Accidents

Staff is trained in First-Aid and CPR techniques. In case of non-life threatening emergencies requiring the attention of a physician, parents will be notified and be responsible for taking their child to a physician. Accident reports are filed by the staff for all accidents. An approved first-aid kit will be available in each classroom for treating minor emergencies.

Helmet Policy

St. Stephen Preschool provides tricycles as part of our large muscle curriculum. To ensure your child's safety, you are highly encouraged to send your child's helmet to school. **The preschool will not provide helmets.** Please send your child's helmet from home in a plastic bag easy enough for your child to carry. Both the bag and the helmet must be clearly labeled with your child's full name. St. Stephen Preschool will not store helmets overnight, or be responsible for lost or damaged helmets.

Poison Procedure

In the event that your child ingests a poisonous/harmful liquid at St. Stephen, we will call the Poison Control Center and proceed with their directions.

Tornado and Fire Drills

Tornado drills are held monthly from April to September. Fire drills are held every month. All fire and tornado drills are kept in our Drill Log.

Sunscreen Policy

At orientation, parents are asked to read and sign the policy on sunscreen application. Parents are asked to put sun screen on their child prior to dropping him/her off at school.

Hand Sanitizer Policy

On occasion, children will be using hand sanitizer to clean their hands. Soap and water will always be used prior to having our snack. In order to use hand sanitizer, we need to have written permission to do so. Parents are asked to read and sign this policy at the orientation meeting.

Pets at the Site

Pets will be allowed on the site for show and tell or other special occasions that warrant visits by pets. Prior approval by the teacher is required. In the event that a domestic pet visits the site, all parents of children with allergies will be informed. Any time a pet visits the site an announcement will be made. The Department of Health does not permit amphibians (turtles, salamanders, etc) to be allowed on site.

Insurance Coverage

St. Stephen Preschool carries comprehensive general liability coverage as required by the State of Minnesota.

Child Abuse or Neglect

The State of Minnesota has, by law, mandates that all professionals who are engaged in the practice of childcare and education, who have knowledge of, or reasonable cause to believe a child is being neglected or physically or sexually abused shall immediately report such information to appropriate authorities. It is the policy of this school to implement this law. If there are questions or concerns regarding issues related to child abuse or neglect, the phone number of the Minnesota Department of Human Services is 651-297-4123, or the Hennepin County number is 612-348-3552.

Enrollment and Registration Information

How to Register

Complete the registration form and turn it in to the St. Stephen Preschool Office or church office with a \$50.00 non-refundable check written out to St. Stephen Preschool. The check and registration form can also be sent to the following address:

St. Stephen Preschool
8400 France Ave. South
Bloomington, MN
55431

Within 2 weeks of receiving the registration form and money, we will send out a confirmation post card describing the class the child was registered for. Classes will be filled on a first come-first served basis. Registration will be open to current St. Stephen Preschool families first, followed by members of the congregation, and then to the general public. All are welcome!

St. Stephen Preschool will accept registrations for the current school year until February 1, 2010, dependent on spaces being available.

Tours

If parents are interested in having a tour of the preschool, a scheduled appointment must be made with the Director of the Preschool. Please call the office to schedule this tour.

Enrollment Paperwork

In early summer, an enrollment packet will be sent home with all necessary forms to be completed and turned in by August 1.

Tuition

Tuition for the 2009-2010 school year is as follows:

2-Days/Week Preschool	\$110.00/month
3-Days/Week Preschool	\$140.00/month
4-Days/Week Preschool	\$180.00/month

Activity Fee For Our Field Trips:

We will be collecting a \$45 activity fee for our 4/5 year old field trips and \$25.00 for our 3/4 year old field trips. This will be the only time we collect money throughout the year and it will cover the cost of every field trip. This is in place to simplify the collection process. ***This fee will be collected at Orientation.***

Payment Schedule

St. Stephen Preschool offers two payment options:

1. **Full-fee Payment:** Full payment is due August 1st.
2. **Monthly Payment:** First payment to be paid by August 1st. You pay each month on the first of the month until April 1st. Nine payments are due for the school year.

Some families like to pay 2 or 3 months in advance. This is acceptable as well.

Payment Options

Make checks payable to St. Stephen Preschool. You may either mail your tuition to St. Stephen Preschool (8400 France Ave S., Bloomington, MN 55431) or you may place your payment in the payment lockbox located outside the Preschool Director's office. At Orientation you will receive payment envelopes for tuition; please enclose your payment in these envelopes and address accordingly. Thank You!

Late Payments

Payments received after the 10th day of the month are subject to a \$10 late fee. When tuition is not paid and parents do not keep a satisfactory payment schedule, the child may be excluded from our program. If there is circumstances that prevent you from making tuition payments, please contact the Director of St. Stephen Preschool to make arrangements so your child can still be enrolled (please see Short-Term Tuition Assistance below).

Short-Term Tuition Assistance

Families experiencing temporary financial difficulties may apply for short-term tuition assistance. A request must be made to the Director of the Preschool before the first of the month in order to receive a reduced tuition rate. All applications are subject to approval by the Preschool Director and the Senior Pastor of St. Stephen Lutheran Church and only if funds are available. Please see Director of Preschool for more information.

Vacation/Absences

Full tuition must be paid regardless of vacations or sick days when a child does not attend.

Termination

If parents decide to terminate enrollment, **a 30-days notice must be provided in writing to the program director.** Failure to provide written notice 30 working days prior to the withdrawal will result in continued charges of established fees. St. Stephen Preschool has the right to dismiss a child if payment is later than two months.

2009-2010 St. Stephen Preschool Calendar

		AUGUST '09						
		S	M	T	W	Th	F	S
			3	4	5	6	7	8
27	Story Time for new 3/4 year olds	9	10	11	12	13	14	15
		16	17	18	19	20	21	22
		23	24	25	26	27	28	29
		30	31					

		SEPTEMBER '09						
		S	M	T	W	Th	F	S
				1	2	3	4	5
		6	7	8	9	10	11	12
		13	14	15	16	17	18	19
		20	21	22	23	24	25	26
		27	28	29	30			

- 2 Open House 6:30 pm
- 3 Story Time for new 3/4 year olds
- 7 Labor Day
- 8 Parent Orientation (12 pm or 6:30 pm)
- 9/10 First Day of School
- 21 Lunch Bunch Starts
- 21, 22 Picture Day

		OCTOBER '09						
		S	M	T	W	Th	F	S
1	Apple Orchard (4/5 yr olds)					1	2	3
14	Teacher Workshop	4	5	6	7	8	9	10
15, 16	MEA – No School	11	12	13	14	15	16	17
28, 29, 30	Fall Party Days	18	19	20	21	22	23	24
		25	26	27	28	29	30	31

		NOVEMBER '09						
		S	M	T	W	Th	F	S
		1	2	3	4	5	6	7
		8	9	10	11	12	13	14
		15	16	17	18	19	20	21
		22	23	24	25	26	27	28
		29	30					

- 12, 13 Parent/Teacher Conferences
- 23, 24 Thanksgiving Feast
- 25, 26, 27 Thanksgiving Holiday

		DECEMBER '09						
		S	M	T	W	Th	F	S
				1	2	3	4	5
		6	7	8	9	10	11	12
		13	14	15	16	17	18	19
15	Christmas Program – 6:30 p.m.	20	21	22	23	24	25	26
21, 22	Holiday Party Days	27	28	29	30	31		
23 – 31	Winter Break							

		JANUARY '10						
		S	M	T	W	Th	F	S
							1	2
		3	4	5	6	7	8	9
		10	11	12	13	14	15	16
		17	18	19	20	21	22	23
		24	25	26	27	28	29	30

- 1 Winter Break
- 4 School Resumes
- 18 Martin Luther King Jr. Day
- 21 Open House 2010 -11

		FEBRUARY '10						
		S	M	T	W	Th	F	S
			1	2	3	4	5	6
10,11, 12	Valentine Parties	7	8	9	10	11	12	13
15	Presidents' Day - No School	14	15	16	17	18	19	20
		21	22	23	24	25	26	27
		28						

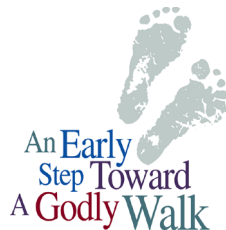
		MARCH '10						
		S	M	T	W	Th	F	S
			1	2	3	4	5	6
		7	8	9	10	11	12	13
		14	15	16	17	18	19	20
		21	22	23	24	25	26	27
		28	29	30	31			

- 12 Teacher Workshop Day (No School)
- 30, 31 Spring Party Days

		APRIL '10						
		S	M	T	W	Th	F	S
						1	2	3
1	Parent/Teacher Conferences	4	5	6	7	8	9	10
2	Good Friday	11	12	13	14	15	16	17
4	Easter	18	19	20	21	22	23	24
5-9	Spring Break	25	26	27	28	29	30	
12	School Resumes							

		MAY '10						
		S	M	T	W	Th	F	S
								1
		2	3	4	5	6	7	8
		9	10	11	12	13	14	15
		16	17	18	19	20	21	22
		23	24	25	26	27	28	29
		30	31					

- 10 Teacher Workshop – No School
- 25 Spring Music Program – 6:30 p.m.
- 26,27 Park Days – No classes
- 31 Memorial Day



Blue = No School
Yellow = Parent Meetings/Programs
Green = Special Days

Revised 7/20/09

Notes: