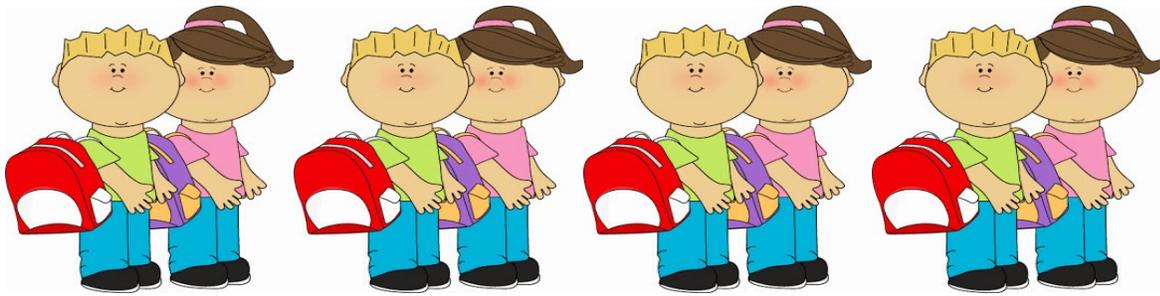


To help with the transition into the world of preschool, St. Thomas Nursery School offers the following guidelines:



ENTERING THE SCHOOL Please enter the entrance that is located on Miami Ave. All adults must be wearing a mask. Apply hand sanitizer that is located by the entrance door. Proceed to the health assessment center to have temperatures taken and health assessments reviewed. Once it has been established that the child is able to attend school, proceed to the Parish Hall (on the 4th floor) to drop off your child. Your child's teacher will be waiting for you with other members of the class in a specific zone just for that class.

STAGGERED PICK UP AND DROP OFF TIMES

To reduce the number of families arriving at the same time, you may drop off your child anytime between 8:50 and 9:10 for the AM session, and 12:20 and 12:40 for the PM session in the Parish Hall on the 4th floor. If you arrive late to drop your child off, please come to the Nursery School office (2nd floor) for assistance. You may pick up your child anytime between 11:25 and 11:40 for the AM session, and between 2:55 and 3:10 for the PM session.

DRIVE CAUTIOUSLY Please be sure you are using extreme caution when pulling into and leaving parking areas. As we all know, it can be difficult to see a small child who might be behind your vehicle. Small children can easily dart away from their caregiver, so please always be mindful at drop off and pick up times that there are many small children coming and going in our parking areas.

REMAIN WITH YOUR CHILD Please walk with your child to and from Parish Hall. Because of the size of our building and the close proximity to the street, it is not safe for children to be unattended.

BRING A BACKPACK Please send your child with a bag they can carry to and from school. Your child's backpack will be filled with important works, memos and reminders from the school. Remember to check the backpack daily so you can see what your child's been working on and know what is happening at school! Please do not put any items from home in your child's backpack; we are making every attempt to keep our "bubble" of exposure to different objects as small as possible.

CLOTHING Be sure your child is dressed appropriately for messy and outdoor play. Dress your children in clothing that can get dirty and/or paint, glue, and glitter splattered! Clothing should be weather/season appropriate. Please bring in an extra set or two of clothing, including socks, underwear and closed toe shoes to leave with your child's teacher in case they are needed.

SHOES To keep everyone safe and healthy, a child must wear shoes while at school. Again, please be sure these shoes fit well, are comfortable and safe for active play. Sneakers, or shoes with rubber soles are best, but other securely worn shoes are also appropriate. Please do not send children to school in flip flops, sandals or crocs; they can be difficult to wear on the stairs and are unsafe on climbing equipment. Additionally, our playground's base consists of small pebbles and they are painful when lodged in a child's sandal, flip flop, etc.

PLAYGROUND/OUTDOORS The playground is an extension of the indoor classroom. We will use this space everyday unless it is wet, raining or the temperature drops below 32 degrees. Keep this in mind when dressing children for school. Be sure a hat, coat and gloves come to school during chilly weather. We will also be taking advantage of the lower risk environment the outdoors offers, so will be taking nature walks, have story time outside, etc.

SNACKS—Your child will be served a snack while at school. A typical snack might include veggies and dip, pretzels, crackers, fruit, graham crackers, cheese, etc. If your child has any food allergies it is imperative to let your child's teacher know immediately. Birthday treats to celebrate a child's birthday will be provided by the school.

INJURY If a child is injured while at school, you will be notified. An incident report will be completed so you are aware of the details of the incident and injury. Of course, if it is a serious matter or we are concerned about any aftermath repercussions, we will call you immediately.

ILLNESS If your child becomes ill at school we will contact you immediately. Please be sure that all contact numbers are current in the office and you keep your phone close at hand while your child is at school. We also ask that you confirm with those listed as emergency contacts that they are comfortable with picking up an ill child. The ill child will be isolated in a room (with a caregiver) that is only being used for that purpose, and it will be deep cleaned after each use. Best practices require that children need to be sent home immediately, so if we are unable to reach either parent, emergency contacts will be called. Please see the Parent Handbook for additional specific information regarding illness. *Please keep any child who is ill or not feeling well at home.*

POTTY TRAINING STNS asks that children in the three, four and five-year old classes be potty trained. However, we know that the excitement of starting school and being in a new environment can lead to accidents. If you believe this may be the case with your child, please have them try to use the restroom right before leaving home. Let the teacher know as well, and she will have them try during the day (we do this routinely for the three-year-olds). Please do not send the children in pull-ups or diapers; it is difficult to have them try to use the restroom if they aren't wearing regular underwear.

SCHOOL COMMUNICATION Every child will receive a calendar in their backpack the beginning of each month which will list both classroom and schoolwide upcoming activities and events. School-wide news will also be shared via-email. Important reminders and any school emergencies/closings will be done by text via the Class DOJO app. St. Thomas Nursery School also has private Instagram account and Facebook page that we use to share information and information. Please send a request to join these social media communications.

SEPARATION Leaving your child in a new environment can be challenging for everyone! We have found that a set morning routine which includes a brief, cheerful goodbye and hug works best; a long and drawn out goodbye makes the transition more difficult. The children will follow your cues; if you appear excited and at ease leaving them at school, your children will be reassured. Most children are easily distracted, and are happily playing within 5 minutes. We have a wide variety of ways to ease a child into the classroom routine, and will be happy to work with you and your child with you if the need arises.

SELF-HELP SKILLS It is important for children to begin to learn and practice basic self-help skills at this age. To aid in this development, the children will be encouraged to try things for themselves (unpacking and packing backpacks, hanging up coats, putting away supplies and toys, resolving differences, etc.) When a child is able to help him or herself, he or she develops positive self-esteem and a feeling of pride in being able to perform tasks on their own. Additionally, being able to manage themselves, their belongings and school materials are very important skills for children to have as they enter kindergarten.

WEATHER/SCHEDULE CHANGES—In the event we need to alter our schedule due to inclement weather, you will receive notification through Class DoJo. The status of STNS will also be posted on WCPO's website (www.wcpo.com) and the STNS Facebook page. If the school needs to change our schedule for any other reason, it will be sent out through Class DoJo and listed on the STNS Facebook page.