

*Dear Preschool Parents,*

*Welcome to St. Paul Parish Preschool! We look forward to a year of fun and learning with your child! Together we can make this a wonderful, positive experience. We are eager to get off to a great start and are very excited about all the learning and fun that will happen this year!*

*There is a great deal of information to pass on to you at the beginning of the year. Hopefully, we will be able to answer many of your questions in this letter. Please feel free to talk to me about any questions or concerns you may have.*

*Please note the following:*

- 1. Clothing: Please make sure you have your child's name on all extra clothes they bring to school. This includes jackets, sweaters and sweatshirts. They will need a complete set of clothes, including socks, to keep at school in case of an emergency. Please send clothing in a large Ziplock bag, with their name on the outside of the bag. If your child does need to be changed, please make sure their extra clothing gets replaced by their next school day.*
- 2. Snack: We will have morning snack around 9:50 a.m. I ask that you supply a small healthy snack for your child, such as fruit, cheese and crackers, etc. You will need to send a drink with you child that is 100% juice, water, or milk. You must have at least two different servings from the food pyramid.*
- 3. Drop off and Pick up: School begins at 8:00 a.m. and you will drop off and sign in your child in the preschool classroom, except on Mondays. On Mondays, or first day of the week, you will need to bring your child to the school gym and sign them in. I will be waiting in their special spot at the back of the gym – look for me! Every Monday morning we will meet in the gym with the rest of the school and hear announcements, weekly events, share morning prayer and the flag salute. Parents are welcome to stay for the morning muster. Students are not allowed in the classroom until 8:00 a.m. Thank you for being considerate of this rule. I ask that after your child is settled in that you say your good-byes quickly. I understand that the first few weeks may be a little harder to make the separation, but I promise you they will be fine. I will call you if your child does not feel comfortable – I promise!! I want what is best for your child.*

***Remember: The very first day of school we will meet in the school gym. Drop off in the gym may begin at 8:00 a.m.***

- 4. At 11:00 a.m. I will have your children waiting for you in the classroom . Please park, meet us in the classroom, and sign your child out. Your child will be asked to wait until they are signed out before they greet you. It is a safe way for me to know that everyone has been accounted for. If you are running late, your child will be taken to the school office and you may pick him or her up there.***
- 5. Mass: We will be attending monthly Mass. All school Masses are held in the church. I will let you know when our first mass is scheduled. Please have your child wear nice clothes on Mass days. We will sit together as a class during Mass. Parents are invited to attend school Masses, but I ask that you sit with the other parents. Thank you. During September our class will visit the church and talk about how we act when we are at Mass.***
- 6. Newsletter: The school newsletter is called “The Voyager”. It is available to view on-line every Thursday afternoons and copies are in the office. I send a classroom newsletter home once or twice a month. I also send home a calendar at the beginning of the month with our themes and any special days listed or special instructions listed on it. Please watch it closely.***
- 7. Dress Code: We follow the same dress code as the rest of the school. Please check your handbook for specific information. No open toe shoes or sandals please!***
- 8. If your child is tardy you will need to sign-in at the front office and bring us the pink tardy slip, otherwise your child may be counted absent. If your child will be going home with someone else, I will need a note. Also, if someone else will be picking up your child you must send me a note or add them to your authorized people on your pick-up list in the school office.***
- 9. If your child is absent for any reason you will need to notify the office. If you want me to know the child will be gone you may e-mail me at [apike@saintpaul-school.org](mailto:apike@saintpaul-school.org) or call and ask to leave a voice message.***
- 10. Toys: Please leave all toys at home. We have plenty!!!***

- 11. Birthdays: If your child has a birthday during the school year, you are welcome to bring in a treat for the celebration. The celebration will take place during the scheduled snack time. Please check for any allergies other students may have before you purchase any birthday treats. If your child is having a party, I ask that you not hand out invitations at school, unless everyone is invited.***
  
- 12. Book Orders: I will send home Scholastic Book Order forms with your child monthly. If you order from more than one form you may write one check to Scholastic. This is a great way to add to your child's library and earn new books for the classroom. Of course, it is completely optional. You may also order on line. Go to [www.scholastic.com/bookclubs](http://www.scholastic.com/bookclubs).***
  
- 13. Finally, I ask that the children have regular size backpacks, no rolling backpacks so class projects will fit in the backpack. Please check your child's backpack daily.***

***I hope this information is helpful to you! Please feel free to talk to me if you have further questions not answered here. The school's phone number is 344-1401 and my extension is 308. My e-mail is [apike@saintpaul-school.org](mailto:apike@saintpaul-school.org).***

***We will have a wonderful year together, I can guarantee that!! We are excited to get to know your child and you. Thank you for choosing St. Paul Parish Preschool! You made a great choice.***

***Jesus Is In Our Hearts!  
Mrs. Pike and Mrs. Tristyne***