

Kim's ABC Adventures Preschool Policies and Procedures

I am thrilled you have chosen Kim's ABC Adventures Preschool! I look forward to helping your child learn and grow. The Pre- K class is Monday, Tuesday, and Thursday and will start on (Monday) August 26th. Class time will be from 9:00 -11:30 am for the morning session and 12:30 - 3:00 pm for the afternoon session. The 3-year-old class is Wednesday and Friday and will start on (Wednesday) August 26th. Class time will be from 9:30 am - 11:30 am. I will follow the Iron Country School District schedule with a few exceptions. Most preschools do not start until after Labor Day, but I like getting started the last week of August. I will not charge for the month of August, so I can take a few days off as I need to throughout the year. The calendar I send home each month will inform you of school breaks and holidays.

Please read the following information carefully.

* There is a non-refundable deposit due April 20th. The deposit is a \$30 registration fee plus ½ of September's Tuition. The Pre – K class is \$120 a month, and the 3-year-old class is \$75 a month. Tuition payments are due at the beginning of each month and should be made out to Kim's ABC Adventures. Unless previous arrangements have been made, please add \$10 to any late payments made after the 10th of the month. Tuition cannot be refunded for the days your child miss's class. The tuition fee does not include accident insurance. The Parental Release form must be signed before the first day of class for your child to attend.

* If you would like to pay me through VENMO, my account is @Kim-Yardley

* Please try to drop your child off no earlier than 5 minutes before class begins and pick your child up no later than five minutes after class ends. At pick-up time, I will bring the class up to my front porch. I will try to be prompt in having them ready for you to pick up.

- * Please keep your child home if they are not feeling well. Home rest will help prevent the spreading of illness and help your child regain his/her health.**
- * Please send a backpack to school with your child each day. A backpack helps ensure that daily projects and papers get safely home. Backpacks big enough to hold an 8 1/2" X 11" sheet of paper unfolded work best.**
- * Please remember we will be using paint, markers, glue and other messy things. I will try to keep these things from getting on your child's clothes, but accidents do happen, so please dress your child accordingly. Nice play clothes work best. We will go outside for a break if the weather permits, so please send a jacket with your child on chilly days.**
- * Children attending Kim's ABC Adventures preschool MUST be potty trained. I ask that you send one change of clothes (a top, bottom, and underwear) that can be kept in their backpack.... just in case. Please send them in a bag, labeled with your child's name.**
- * Please have your child keep toys, sunglasses, hats, jewelry, and other items that may be a distraction at home. Your child will have the opportunity to bring ONE item for show and tell once a week.**
- * Each month I will send home a newsletter and a calendar updating you on what we are learning. On the calendar will be a snack schedule. Your child will have the opportunity of providing the snack throughout the year. Please check the calendar for your child's name. We do have access to a fridge/freezer or microwave, if needed.**
- * There may be times during the year that your child is hesitant to come to preschool. They may want to stay home with you or maybe someone made them sad at school. Please bring them to school so we can try to work things out. I will have you leave them here and will call you if their sadness or crying persists.**

Please feel free to call anytime you have questions or concerns and thanks again for letting me be a part of your child's learning adventure. I truly appreciate your support. If you need to contact me during school hours, please call or text my cell phone.

Cell – 435-691-1077

Email – kimyardley1+ABC@gmail.com