

# Preschool

## A to Z



# St. John's Lutheran Preschool Tecumseh, NE

Dear Parents,

Welcome to St. John's Lutheran Preschool. I hope that this handbook will answer many of your questions. Please keep it throughout the year and refer to it when you need a "refresher." Your child may enjoy looking through it with you.

I look forward to working with you as a team to help your child bloom and develop in his or her own special way. I know that God has great plans for all of us and it is my great delight as a teacher to watch the beginnings of His work as the students grow.

I will pray for you and your child regularly and I ask for your prayers as well, that God will guide us in all we say and do as we undertake this most precious task.

In His Service,

Mrs. Rachel Walters  
Teacher



## Aa is for...

**ARRIVAL** School opens at 8:00 am. We begin our day at 8:30. Roll will be taken at that time.

**ABSENT** If your child is ill and will be unable to attend school, please call and leave a message on my voice mail (402-921-8980) so that we can pray for your child.

## Bb is for...

**BIRTHDAYS** If you wish to send treats for your child's birthday, please let me know, so you can be advised of any classroom allergies. Birthday treats will be served at snack time.

**BOOK ORDERS** Every few months your child will bring home book order forms. This is optional participation, but an excellent way to pick up quality children's literature at a fair price and to build their personal library. Every book that your child orders also earns free books for our classroom. When ordering, look especially for Newberry and Caldecotts winners. Make checks payable to the company from which you are ordering. Please do not send cash.

## Cc is for...

**CHAPEL** We will assemble in the church on Wednesday at 9:00 am to worship together. Parents are always welcome to join us!!

## Dd is for...

**DRESS CODE** Please make sure your child is dressed appropriately for the weather, as we will be using the playground. Also for safety reasons, please wear closed-toe shoes. NO flip-flops please.

## Ee is for...

**EMERGENCY** Our school has a rehearsed plan of action in the event of an emergency. I ask that you supply a letter and a photo to be read to your child should you be delayed in ANY emergency. Please see the additional page for further details.

## Ff is for...

**FIELD TRIPS** We will be taking field trips throughout the year. You will be notified of these well in advance.

## Gg is for...

**GOODBYES** Please say goodbye to your child at the classroom door. If you have a message for me and it is after 8:30, please write a note and put it in your child's folder.

## Hh is for...

**HELPERS** Each child will have a chance to be a helper in our room each week.

## Ii is for...

**ILLNESS** A school is a place where germs flourish very quickly. For the health of your children (and their teacher,) if your child is not feeling well, please keep them at home. If your child becomes ill at school, you will be notified to come and pick them up.

## Jj is for...

**JESUS!** Our Special Friend!

## Kk is for...

**KINDNESS** All students are expected to treat each other with kindness and respect at ALL times.

## Ll is for...

**LOVE** During the year things will happen to disappoint or upset us. Remember our desire is to show love to each other as Jesus does..."Be kind and compassionate to one another, just as Christ, God forgave you." Ephesians 4:32

## Mm is for...

**MEDICATION** If your child needs to take medicine, it MUST be labeled in its ORIGINAL CONTAINER AND GIVEN DIRECTLY TO ME, with written directions. A medication permission record must be signed by a parent. This includes over the counter medications such as cough drops as well. You must also sign a permission slip giving me and our aide permission to give medications to your child. This is for both prescription and non-prescription medications.

## Nn is for...

**NEWS** Our Preschool News will come to you in a calendar each month. It contains very important information, dates to remember, and what we are going to be studying. I will also send texts as needed for any updates or concerns.

## Oo is for...

**OPEN COMMUNICATION** Please check your child's folder daily for any notes that may be sent home. And always remember that if you have any



questions or concerns, that I welcome your calls. We are in this together!

## Pp is for...

**PARTIES** Holiday parties will be announced well in advance.

**PICK-UP** We dismiss at 11:30 am. Children should be picked up at that time. They will be escorted to the parking lot for pick up. If a child is to be picked up by someone other than a parent, please let me know in advance, with either a text or a note in your child's folder.

## Qq is for...

**QUESTIONS?** If you have a question about something please feel free to call and leave a message on my voicemail 402-921-8980 or at email address [stjohnspreschool1419@gmail.com](mailto:stjohnspreschool1419@gmail.com)

## Rr is for...

**READING** Read, read, read, read! Read with your child. Children who are read to, become readers themselves!

**REPORT CARDS** Progress reports occur two times during the year. We have Parent/Teacher conferences in the spring. Please do not feel you need to limit yourself to these "check-points." I'd be happy to meet with you other than these times.

## Ss is for...

**SNACK** We will have a morning snack each day. St. John's Preschool will be providing snacks every day. If you wish to provide snacks for a special occasion please call Mrs. Walters and let her know.

**SHARING DAY** Each week, your child will have the opportunity to “share” **one** item from home. However, there are two restrictions:

1. No weapons (or items with weapons)
2. The shared item needs to begin with the letter that we are studying each week, or fit into the theme of the week.

If a child forgets to bring an item on share day, they will have to wait until the next share day. Items to be shared must stay in their backpack until share time and may not be taken outside at recess time. Please use discretion in letting your child choose an item to share. If the item is of great value, either sentimental or monetary, and your child would be upset if it got broken, do not let your child bring it to school as accidents do happen. Share day will be on Friday.

## Tt is for...

**TOYS** Please leave toys at home, unless it is for Share day on Fridays.

## Uu is for...

**UNUSUAL SITUATIONS** If there is something happening at home that may affect your child’s schedule, mood, or attitude, please let me know so that we may be sensitive to changes in behavior.

## Vv is for...

**VACATION** Let me know if your family is planning a vacation during the school year so that I may gather school work that will be covered during your child’s absence. The work can be done on the vacation and your child will not be behind upon return.

