

PLEASE KEEP THIS SHEET

3 Yr A.M. _____ 3 Yr P.M. _____ 4 Yr A.M. _____ 4 Yr. P.M. _____

PRESCHOOL INFORMATION FOR 2010/2011

An orientation night will be held for parents before the start of the term. School entry will be gradual so that the teacher can meet the children in smaller groups at first.

***** THE TEACHER WILL CONTACT YOU VIA E-MAIL IN AUGUST TO CONFIRM**

START DATES AND TIMES FOR YOUR CHILD ***

TEACHER & COMMITTEE MEMBERS

3 & 4 Year-old Class Nancy Eckart 271-7346

The School is run by a ten member volunteer committee. The following people are your key contacts:

Chairperson	Voula Martin	282-0224
Registrar	Liz Fontana	455-3997
Treasurer	Joan Hartman	281-4116

REFUND POLICY

The May fee is refundable only if written notice of withdrawal is submitted to the Registrar PRIOR TO JULY 31st2010.

During the school year, one month's written notice must be given to the Registrar prior to withdrawal to secure refund. The \$50.00 registration fee is NON-REFUNDABLE. There can be no refund to tuition due to vacation, school holidays or illness.

Cheques shall be made payable to St. Andrew's United Church Preschool (or stamped by the treasurer). There is a \$20.00 charge for N.S.F. cheques. If there are three or more instances of N.S.F cheques, cash only will be accepted for tuition.

GENERAL INFORMATION

We advise each parent new to the program to view it prior to the end of May. Please call the registrar or teacher to make arrangements. Also, you will be contacted regarding an information meeting to be held early in September. Simple play clothes are preferred. Parents are required to assist the child with putting on and taking off outerwear. A pair of running shoes and a change of clothes are requested to be left at school. Fire regulations require children to wear shoes at all times.

Any child that requires medication (Epipen, Benadryl, Inhalers, etc.) for asthma, allergies, etc., **MUST** provide the teacher with the appropriate medication, to be left at the school at all times. As well, a letter giving the teacher permission to administer this medication in case of an emergency must be provided.

Parents are responsible for children travelling to and from classes. Parents are expected to be prompt in picking up children. Parents will be contacted by the Preschool Committee if classes are to be cancelled due to circumstances beyond our control. Please do not bring your child to school if he or she is sick.