

Nursery School Handbook 2023-2024

Each morning , as you arrive , the children will be greeted by their Teacher at the assigned door. She will put sanitizer on your child's hand .



If your child is staying for lunch bunch (11:30 to 1:30) , tell the teacher at arrival

Pay the teacher for lunch bunch.(\$12.00)

Put Tuition payment inside the manila envelope



Faculty

Mary Ann Degnan – Morning enrichment

Krissy North- morning enrichment

Naomi Mc Caughey – 4 and 5 day pre k

Sheri Faso – 4 & 5 day pre k teacher & enrichment teacher

Aimee Mc Caughey – 4 & 5 day pre k teacher & enrichment teacher

Val Casterioto – 3 year old teacher

Mandy Berger(maternity leave) – 3 year old teacher

Kerrie Mc Gowen – 3 year old teacher

Kim Megill– Morning Enrichment Teacher

Moiramc Caughey- Morning Enrichment teacher

Susie Billbrough – 3 year old teacher,aft. Kind. enrichment

Jill Dennis – 3 year old teacher,aft. Kind. enrichment

Jackie Cullen – 3 year old teacher

Michele Moresco - 3 day pre k teacher

Tammi Simpkins– 3 day pre k teacher,

General Comments

We would like to do a special project with your child and need a recent picture for this. Please send it in,during the first week of school.

Each Your child is to have a school bag with their name on the Outside of the school bag

The The school bag comes to school each day with a change of Clothes that need to stay inside
That

Lun Lunch Box needs to have the name on the OUTSIDE of it

Exte Extended Day

(L Lunch Bunch

Mon Monday thru Friday.11:30 to 1:30 ...\$12.00 a day

Th The money should be in an envelope with your child's

N name on it. Give the envelope to the teacher and she will will add your child to the list. Please tell the teacher if your child has an allergy and an epi pen.

Ear Early Morning Drop Off 8:30Free

Arrival and Dismissal

Please use the hand sanitizer or wipe for your child's hands.

UPON ARRIVAL AT THE

ENTRANCE The teacher will take your child to his/her classroom.

Parents are not permitted in the building

Afternoon enrichment - canopy

Morning Enrichment children – front chapel entrance (Miss Kim & Miss Moira)

Miss Val & Miss Mandy – parking lot bottom floor side entrance(3 year old class)

Miss Sheri & Miss Aimee- parking lot 1st floor side entrance (4 day pre k)

Mrs. B, Miss Jill & Miss Jackie – Main Entrance (canopy)(3 year old class)

Miss Kim and Miss Moira's morning enrichment....chapel door

Miss Michele & Miss Tammi – 3 day pre k parking lot 1st floor side entrance

Mrs Degnan & Mrs. North - Elevator Door

We encourage you to use the early morning drop off so we do not overload the entrances at 9:00. (elevator)

Pick up times will vary in each class

Miss Michele & Miss Tammi.....11:15

Mrs. B, Miss Jill and Miss Jackie....11:30

Miss Sheri . Miss Aimee& Miss Naomi.....11:20

Miss Val and Miss Mandy....11:30

Mrs. Degnan & Miss Tami.....bus pick up

Miss Kim & Miss Moira Mrs. Degnan and Mrs North.....when enrichment children are not going on the bus to kindergarten, pick up will be

At 11:45

If your child is going home with someone other than yourself,please tell the teacher at drop off. If something Changes,please text me at 610-716-1895



Tuition (monthly fee)

2 days.....\$235.00 ½ days

3 days.....\$290.00½ days

4 days.....\$335.00½ days

5 days.....\$375.00½ days

9 to 35 day pre k class \$580.00 a month

Tuition is due the first school day of each month. Tuition is a payment made 9 times during the school year, on the first school day of each month. It is not a monthly fee but a fee based on 38 weeks of teachers' salaries divided by 9 payments. If there is a problem with the payment please contact me. Please drop the tuition payment in the manila envelope at your child's entrance to the building, Enrichment Children can have their tuition payment in their folder

No refunds are made due to days missed based on catastrophic occurrences or sickness.

Activity Fees (one time payment)

Nursery classes\$20.00

Pre Kclasses.....\$22.00

The school office # 610-446-4214

Church office # 610-446-6398

Miss Marian's cell # 610-716-1895

Miss Marian's e mail. mgalante@aol.com

If someone on your pick up list, is no longer permitted to pick up your child, please let us know.

Snow Days – If HaverfordSchool district is closed for a snow day, so is Trinity. If Haverford is on a two hour delay,

TRINITY WILL open at 9:00

Newsletter-A newsletter is published the first week of each month. Inside, you will find announcements, upcoming events, and a short synopsis from each class about what they are working on. You'll find this newsletter inside the school bag or sent by email.

Nutritious snacks...the teachers will inform you whether they want you to pack a snack for your child or be a designated snack provider once a month for the class. If you must provide a class snack

Epi Pen If your child's uses an **epi pen**, make sure we have one here at school. If your child uses an **inhaler**, make sure we have one here at school

I would suggest therapies from the DCIU be performed at home since that person will be another adult in our facility, and we do not want that.

Donations due the first week of school:

3 year old classes.....tissues

4 year old classes.....paper towels

All children must bring in a container of wipes

Drop off (early morning or arrival time) is at your designated entrance. Please follow the signs

.When you drop off , please tell the teacher that he/she is staying for lunch bunch and pay for lunch bunch then

If your child has covid , please keep him home for 5 days.

When in doubt, please keep your child home.

Symptoms of covid are just like having a cold or getting the flu
From the Mayo Clinic

While children and adults experience similar symptoms of COVID-19, children's symptoms tend to be mild and cold-like. Most children recover within one to two weeks. Possible symptoms can include:

- Fever
- Nasal congestion or runny nose
- Cough
- Sore throat
- Shortness of breath or difficulty breathing
- Fatigue
- Headache
- Muscle aches
- Nausea or vomiting
- Diarrhea
- Poor feeding or poor appetite
- New loss of taste or smell
- Belly pain
- Pink eye (conjunctivitis)

If your child has symptoms of COVID-19 and you think he or she might have COVID-19, call your child's health care provider

Early Intervention

If your child has an IEP, please leave a copy of it with your child's teacher.

We are not encouraging visit from the IU here at school this year,

Communication - communication from home can be sent in a note to the teachers or an email can be sent.(I prefer email) If you need to speak to a teacher please schedule a time AFTER class . All school communication will be in an email sent by the teachers. A newsletter is published each month. You will find that in the back pack and on our web site.(trinityhavertown.org , click on preschool)

Tuition can not be refunded due to a cancellation of classes due to a catastrophic occurrence, pandemic, epidemic, tornado, hurricane, earthquake or devastation of the property



Release:

If your child is going home with someone other than yourself, please inform the teacher at arrival and text Miss Marian at 6107161895 We are not permitted to dismiss the child without **written permission** from you.(email or phone message are ok) We are meeting you and may not know who the other people

are. We need for you to accompany all persons listed to school for an introduction before they are scheduled for a pick up. Until the teacher becomes familiar with the pick up person, she will continue to ask for a photo ID. If for some reason, a person listed for pick up will no longer be permitted at dismissal, you need to inform the school promptly in writing and in person. If an emergency contact changes, promptly notify the teacher and the director in writing

Scholastic Online Orders.....HJB63 Tax Id.....231581630

Too Sick for School??????

At one time or another, every parent faces this dilemma: Is my child too sick to send to school? Below are some helpful hints to help you know when not to send your sick child to school:

- * Temperature of 99.5 degrees or more within the past 24 hours
- * Vomiting or diarrhea within the past 24 hours
- * Earache
- * When strep is suspected but the results of a throat culture are not yet known.
- * A positive throat culture for strep: student should be on antibiotic treatment for 24 hours before returning to school.
- * Any symptoms of acute illness such as persistent cough or runny nose accompanied by body aches.
- * A red eye with crust, mucous or excessive tearing (until diagnosed by a physician and treated with medication for 24 hours (pink eye)
- * Any skin lesion with honey brown crusts (until diagnosed by a physician and treated with medication for 24 hours if impetigo

- * Skin lesion: mild itchy ring shaped pink patch with a scaly, raised border and a clear center (until diagnosed by a physician and treated with antifungal cream (ringworm)
- * If your child has head lice that has not been treated
- * If your child requires any medication for pain stronger than Tylenol or Ibuprofen, they should not attend school.

The guidelines listed above are meant to help parents determine if a child should attend school or other activities. Your child should look and behave like him/her self for 24 hours before returning to school.

- A sick child who returns to school too soon is at risk for picking up other infections due to lowered immunity
- A child who is still sick is likely to infect other students and staff
- A child who is not feeling well will not be able to focus on s

If one of your children is ill with a virus, please keep their siblings home also.

Please notify school if your child develops any communicable condition.

Remind your child about frequent hand washing. It is the most effective means of preventing the spread of communicable diseases

Some diseases in a pregnant woman may threaten the health of the mother and/or her unborn child. In general pregnant women are well advised to avoid persons who have infectious illnesses, particularly if rashes are involved.

Please call the school office and if your child is diagnosed with these diseases since we have many pregnant women here at Trinity

Chickenpox: Most pregnant women have already had chickenpox and are immune to the disease. In this case, they and their unborn babies are safe from exposure to the virus. However if a woman who has not had the disease and is not immune, comes into contact with a known case during pregnancy, there may be a significant health risk. Please inform her OB as a matter of urgency, so that an assessment can be made and preventive measures can be considered.

Rubella (German measles): Exposure to rubella virus in a non-immune woman during early pregnancy may lead to damage to the unborn baby. It is also now routine for women to be offered testing for immunity to rubella as part of their routine antenatal care.

* **Shingles.....**

Pain, burning, tickling, tingling, and/or numbness occurs in the area around the affected nerves several days or weeks before a rash appears. The discomfort usually occurs on the chest or back, but it may occur on the belly, head, face, neck, or one arm or leg.

“Fifth” disease or “Slapped Cheek” disease. If a woman is exposed to this virus in early pregnancy (before twenty weeks gestation), she should promptly inform her OB. Investigations can be initiated to check if infection has been acquired so that actions can be taken to reduce the chance of problems with the pregnancy. In general, it is probably advisable that women in early pregnancy

Flu-like symptoms (usually without a fever), such as chills, stomachache, or [diarrhea](#), may develop just before or along with the start of the rash.

Swelling and tenderness of the [lymph nodes](#) may occur. In the event your child becomes ill during the session, the school will attempt to call the parent first. If no answer, we will use the emergency number on the form. Please notify the

school if your child develops a communicable disease such as chicken pox, etc. Your child will automatically be sent home from school if he shows symptoms of any of the following: pink eye, impetigo, head lice, fifth’s disease, fever and persistent cough. ***We are asking you to keep your child home***

Aftercare:

11:30 to 1:30 \$12.00 a day

1:30 to 3:00 \$15.00 an hour

3:00 to 4:00 ..\$10.00 an hour

The fees for school are as follows:

Fees: Due at registration, one time fee

Registration:	Activity	
5 day \$ 40.00	Pre-k classes	\$22.00
4 day \$ 40.00	Nursery classes	\$20.00
3 day \$ 35.00		
2 day \$ 30.00	* all fees are non refundable	

Arrival and Dismissal

A.M. classes 9 to 11:30

****EARLY MORNING ARRIVAL 8:30FREE*******

Tuition fees (1/2 days) (9 monthly payments)

2 day program \$235.00

3 day program \$ 290.00

4 day program \$335.00

5 day program \$ 375.00

The NEW 9 to 3 prek 5 days.....\$580.00

Pre k class

9 to 11:30 pre k classes(4 year old class)

3 day.....Tues., Wed., & Thurs.

4 day.....Monday thru Thursday

5 day.....Monday thru Friday

And the NEW 9:00 to 3:005 day pre k class

Nursery Classes (potty trained)

3 in September may choose from:

5,4,3 and 2 day morning Nursery classes.(9 to 11:30) (3 year old class)

3 days.....Tues.,Wed., Thurs.

2 days.....M-W or Tues.-Thurs.(the two day Nursery Class offers an optional 3rd day, Friday)

4 days..... Monday thru Thursday

5 days.....Monday thru Friday

Aftercare:

11:30 to 1:30 \$12.00 a day

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The children who are presently enrolled in ALL PRE K CLASSES AND WILL GO TO KINDERGARTEN IN SEPTEMBER 2023

may choose 2,3, 4 or 5 day morning or afternoon enrichment classes

Please take the time to explore our school by checking our facebook page Trinity Lutheran Nursery School & Mothers Morning Out

Sincerely,

Miss Marian mgalante@aol.com 610-446-4214

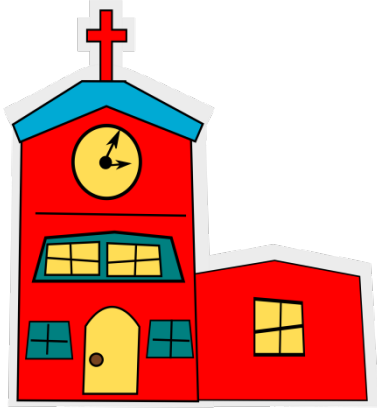
Calendar 2023-2024

September 6First day of Nursery School 11:30 dismissal
September 7.....11:30 dismissal
September 811:30 dismissal
September. 11.....Lunch Bunch begins, Afternoon
kindergarten Enrichment begins &
September 15.....Rosha Shana..closed

September 18.....MMO begins 11:00 dismissal
September 25.....Yum Kippur ...closed
September 25.....MMO dismissal 11:00
November 7Election Day
November 22.....No lunch bunch, no afternoon kindergarten
enrichment 11:30 dismissal
November 23Thanksgiving off
November 24.....Thanksgiving holiday off
December 15last day for MMO closed for Christmas
December 14 and 15 Nursery School Christmas Shows
December 18 to January 1.....school closed Christmas Holiday
January 2classes resume
January 15 ...MLK Day school closed
February 19 ...Presidents' Day school closed
March 23 to April 1 ...Easter Break ..school closed
April 2 ...classes resume
May 22-23 ..Nursery School graduation ceremonies ..(shows
mark the last day the child is in school)
May 27....Memorial day
May 28first day of summer session for Nursery School
May 31Last day of MMO
June 12 ...last day of Enrichment
*****this is a tentative schedule ...

Trinity Lutheran Nursery School & Mothers' Morning Out

**2023-2024
Parent's Handbook**



**1141 West Chester Pike
Havertown Pa. 19083**

Mgalante@aol.com

610..716..1895

610-446-6398