

DHC Parent Meeting
Thursday, July 30, 2015
6pm

Welcome & Introductions

Parent Handbook Updates – Ms. Amber & Ms. Kathryn

Overview of some changes/updates/clarifications/additions:

- BACK TO SLEEP POLICY: This section has been added to inform parents of infants as to the Department of Children and Families (DCF) regulations requiring child care facilities to ALWAYS place infants (regardless of age) on their backs to sleep. If a child cannot be placed on his/her back due to a medical need, a doctor's note must be submitted.
- OUTSIDE PLAY POLICY (change/clarification): The goal of the preschool is for children to have play time outside every day. The DHC schedule gives children 1 hour of AM and 1 hour of PM outdoor play time on the patio and playground. Children may be taken outside even during hot, rainy, cold weather. Teachers and administration determine outdoor play time modifications based on weather alerts. It is important for parents to dress children for the expected weather. During the winter months, children will be taken outside and should be sent with a jacket. Parents requesting that children not go outside due to medical issues, must have a doctor's note. If your child is too sick to go outside, they are too sick to be at school.
- ANNUAL ENROLLMENT FEE & VPK WRAP-AROUND FEE (clarification): There is an annual enrollment fee of \$75 for children up to 4 years old and not in VPK. This fee is due each January. For families with more than one child enrolled, pay an extra \$25 for each additional child. There is a VPK Wrap-Around fee of \$50 for children enrolled in wrap-around hours. These are the non-VPK hours 7 – 9am and 12 – 6pm). This fee is collected in August. Parents of VPK children are not required to pay the annual enrollment fee of \$75 in January.
- PHOTOS & SOCIAL MEDIA (change): Because DHC receives funding from the CHSP grant and is required to submit reports, photos, videos and etc, the Photo Permission and Release Form has been updated. In summary, by registering your child with DHC, you agree to allow your child to be photographed and/or videotaped for use in the CHSP grant or other fundraising efforts (see revised form for further explanation). Parents can still opt out of photos posted to social media.

- PRESCRIPTION and NON-PRESCRIPTION MEDICATION (change): Parents must fill out a medication permission form for children with prescription medication. The medication must be in the original container with the pharmacy label, child's name and clear instructions. Non-Prescription medication (cough syrups and pain relievers can only be given with a doctor's note. Diaper ointments and lotions can be applied without a doctor's note, but parents must still fill out a medication form. (See new medication permission form for further explanation)
- PRESCHOOL CLOSURES & HOLIDAYS (addition): Please refer to page 10 for a complete list of scheduled preschool and VPK closures and holidays.
- CLOTHING and FOOTWEAR (addition and clarification): To ensure safety, children must wear closed toe shoes with backs. Sandals and flip-flops are prohibited due to safety. Jewelry – DHC is not responsible for lost or missing jewelry. Fingernails – please keep your child's nails trimmed as to avoid unintended injury.
- TOYS from HOME: Please DO NOT allow your child to bring toys from home to school unless requested by your child's teacher (Show & Tell).
- BIRTHDAYS (clarification): Please let your child's teacher know at least 2 weeks prior to the date you'd like to have your child's "school" party. The teachers will plan a cooking activity with the children to make cupcakes at school. Parties are typically held around 3pm (snack time) unless otherwise scheduled by the teacher.

New Enrollment Forms – Ms. Amber

- ENROLLMENT FORM: Must be completed annually, typically in August/September. Must be filled out completely and easy to read.
- ALL ABOUT ME FORM: This form is given to your child's teacher and assists them in getting to know your child and family. Please take time to fill out this form and be as specific as possible. This form must be updated annually, typically in August/September.

Preschool Update

Open Enrollment - Slots

- We have open spots in the INFANTS, WOBBLERS, TODDLERS & PRESCHOOL classrooms. VPK is full.
- Parents who refer newly registered families will receive a \$35 credit toward tuition. The credit will be applied after 1 month of the first day of enrollment.

Parent Feedback (Surveys) – Ms. Kim

- Ms. Kathryn sent out an online survey last week. Please complete. The results/data collected will be used to enhance and improve services.
- Ms. Kim (Director) discussed some of the results received thus far.

Discussion/Questions/Assistance to parents filling out new enrollment forms.

Monthly Parent Meeting ~ Thursday, August 27, 2015 from 6 – 7pm