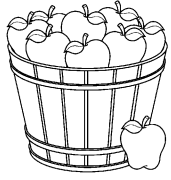




# September 2019 Newsletter



Sept. 9  
9  
9-13  
16-20  
23-27  
30-11/4

Fall session begins  
**PAYMENT #1 DUE**  
School Unit- Life Skills Unit  
Self and Family Unit & cont. with Life Skills  
Johnny Applesseed Unit  
Health Unit



**Learning Tree T-shirt Days for September:** 13, 19, 27 & Oct. 3

## Looking ahead...

Oct. 3

**Back to School Night - 6:30PM-7:30PM  
(ADULTS ONLY)**

Oct. 7

**PAYMENT #2 DUE**

We welcome all our new and returning students and we look forward to a wonderful and exciting year! We have a large number of new families starting with us this fall, so please prepare yourselves for a busy first couple of weeks. Plan accordingly for parking, check ins and overall school needs. We will do our best to help everyone as quickly as we can, but please be patient while we all get adjusted to our new routines. We have many amazing things planned and can't wait to experience them with our students. If you ever have questions or concerns, please feel free to come to the office and speak to someone. Also make sure to visit our website [www.LearningTreeLomita.com](http://www.LearningTreeLomita.com), for helpful information, reminders and links to the newsletters.

## A FEW REMINDERS TO HELP THINGS RUN SMOOTHLY

When dropping off or picking up children, park only in designated parking spaces. Hold hands with your child and walk on the sidewalk. Always wear seatbelts and use car seats. Never leave children unattended in the parking lot. PARENTS, WATCH YOUR SPEED IN THE PARKING LOT. Also, the parking lot is not a safe place for children to be playing as cars are constantly coming in and out. Our number one concern is the safety of your child. Please help us in keeping them safe by not letting them roam in the parking lot.

**\*\*\*Important Notice---**Never leave children in a car unsupervised!!! “**Kaitlyn’s Law**,” enacted by the California legislature in 2001, prohibits adults from leaving a child age six or younger in a car without the supervision of someone age 12 or older. Even if you think you’ll only be gone for a minute, don’t leave a child in your car unattended. For more information, visit [4rkidssake.org](http://4rkidssake.org).

**State Law requires that all children be signed in and out daily. The Learning Tree uses a computer system for checking in and out. If you haven't already been fingerprinted, please stop in the office so we can help you. If you are having issues with your fingerprint, please let the office know asap and we can assign you a pin code instead. In the event that the computer system is down, there will be a paper log available, where FULL SIGNATURE and time of drop off/pick up are required. Both the computer and the paper log are in the foyer area.**

Each family is given a pin code to unlock the front door. This pin code can be given to anyone who is authorized to drop off/pick up your child(ren) from school. If you enter your pin incorrectly, the door will not unlock. Please wait a moment for the keypad to reset, and then try it again. If you are having trouble, you can ring the doorbell and we can let you in. Please let the office know if you have not received your pin, or if you are having difficulties. \*\*\*\*Please do not allow children to touch the key pad and/or pull on the front door.

*Class hours are from 9:00 a.m. to 12:00 noon. Please get your child to class by 9:00am and pick up ½ day students as close to 12:00pm noon as possible. You will have a 5 minute grace period on drop off and pick up, but checking in or out earlier or later will assess the extended cost fees.*

Please remind your child to use walking feet in the halls and throughout the school. Always drop children off with the teachers, and never leave them unattended in the classrooms. Please make sure to let a teacher know that the child has arrived and that you are leaving for the day, so they can be accounted for. Children must remain with you until you are ready to leave the building. Please do not allow them to leave the building unattended and hold their hand in the parking lot.

### **Tuition payment options are as follows:**

**Option 1.** Pay full amount first day of scheduled attendance to receive discount. Payments received after the due date will be billed the actual tuition rate.

**Option 2.** Pay weekly on first day of scheduled attendance each week. Weekly payments not received on the first scheduled attendance day will be assessed a 10% late fee. \* Any additional charges/activities fees above your basic rate are to be paid with the first week's payment.

\*\*\*\*Regardless of option chosen, if payment is not received by the end of the week, your child may not attend the following week until tuition and late fee have been paid.

**Medications will not be given unless cleared through the office. Doctor prescribed medications must be in prescription containers with written directions along with a completed "Parent Authorization to Administer Medication" form. This can be done with Ms. Stacey Johnson, the opening teacher, or through the office. Medications will not be given unless these procedures are followed. MEDICATIONS MUST NOT BE PUT IN LUNCHBOXES, CUBBIES OR BACKPACKS.**

As per our Sick Child Policy, if your child is at school and becomes ill, the office will call you to have them picked up. Please make sure to make every effort to arrive in a timely manner.

Please try to pack a nutritious lunch for your child. We do have microwaves for heating up leftovers so feel free to pack food that needs to be heated. No candy or junk food please. Remember to include utensils and ice packs to keep lunches cool. Please label everything!

Please check your child's cubby daily for artwork, worksheets, information, etc. Preschool Tots and Toddlers cubbies are in their classrooms. Preschool students have a cubby in Room 2, and Pre K students have a cubby in Room 3. Hallway cubbies are for full day student's nap blankets and extra clothes only.

Children who nap should bring a blanket or beach towel to lie on and a blanket to cover up with. All nap items should be contained in a bag and fit neatly in their cubbies. Make sure names are on all items. Please take napping items home at the end of the week to be laundered.

**Label ALL items such as lunchboxes, jackets, extra clothes and nap items.**

Afternoon snack is available for those children staying beyond naptime.

*When dressing your children for school, try to have them wear comfortable play clothes that are easy to pull up and down for restroom use. Children are encouraged to participate in all of the fun sensory motor explorations we have to offer and sometimes end up with paint (or other stuff) on their clothes. Tennis shoes or other closed-toed shoes are required for safety reasons. (CROCS are NOT allowed)*

T-shirt day is a designated day usually once a week when students can wear their Learning Tree shirts to school. Learning Tree Pre School, LLC T-shirts (\$10.00) and/or Sweatshirts (\$15.00) can be purchased through the office.

We have a Dance class and a Karate class that are available to children ages 3 and up in our Pre School and Pre-Kindergarten classes. You may register for Dance and/or Karate through the office. Dance fee is \$55.00 and Karate fee is \$36.00, both based on a four-week session. Checks can be made payable to The Learning Tree. Spaces fill up quickly so inquire in the office if interested.

***Students arriving at school before 7:45 will be able to bring breakfast to eat with Ms. Stacey Johnson. If arriving after 7:45, please have your child eat before coming to school.***

Reminder to parents and any new families that have just started, the Learning Tree discourages the passing out of goodie-bags during holiday parties. The students have such a busy, fun day on these special occasions that they do not need extra "goodies". Also, some students do feel left out when they do not have something to pass out to their friends. Please let the office know ahead of time if you are going to bring in a special snack for your child's birthday so we have the opportunity to check the schedule for that day. Some ideas for a special snack: muffins, cookies, small cupcakes (as many students do not finish large ones) or you may want to try fruit or veggie sticks. ☺ **ALL ITEMS MUST BE STORE BOUGHT AND PEANUT FREE.**



**The Learning Tree staff for the 2019-2020 school year:**

Silvia Mason	Director
Kamika Paxton	Assistant Director
Jennifer Johnson	PK Academics Teacher & Closing Teacher
Patty Macias	PK Indoor Music & Movement Teacher
Catalina Macias	PK Art Teacher
Silvia Ravelo	PK Yard/Outdoors Teacher & Closing Teacher
Natalee Scott	PS Academics Teacher
Aracely Noriega (Chely)	PS Indoor Music & Movement Teacher
Ruth Uribe	PS Art Teacher
Kareena Paxton	PS Yard/Outdoors Teacher
Chiemi Matsuya	PS Dragons Class Assistant
Carolyn Chang	PS Tots Ladybugs Teacher
Shonowa Villalobos	PS Tots Ladybugs Teacher's Assistant
Stacey Johnson	PS Tots Caterpillars Teacher & Opening Teacher
Daisy Wiley	PS Tots Bumble Bees Teacher
Lalis Reyes	PS Tots Teacher's Assistant
Susie Reyes	Roly Poly's Teacher
Amanda Mangan	Roly Poly's Teacher's Assistant
Mina Choe	Teacher's Assistant
Maria Chavez	Teacher's Assistant
Jasmine Bucio	Teacher's Assistant