



2021-2022 Back to School Packet

Dear Parents,

Welcome to the 2021-2022 school year at Lafayette Academy. We are so excited to have you join our school family! This packet has a lot of information about our upcoming Back to School Night and school year. Thank you for taking the time to read through it now and contacting us with any questions you might have prior to back to school night on Aug. 5th.

Our Mission

Our mission is to provide a loving, Christian environment where children can develop socially, emotionally, physically, intellectually and spiritually.

Our Philosophy

Teachers and administrators at Lafayette Academy are proud of our school and its environment. Each member of the staff supports the school's philosophy to:

- *Provide an environment that instills a joy of learning by encouraging and supporting curiosity, discovery, and creativity.
- *Empower children to construct knowledge through active engagement, hands-on learning, and social interaction.
- *Guide, support, and challenge learners to work toward reaching their full potential in all areas of development.
- *Respect each child and encourage respect in all interactions.

If you need to contact us, our school phone number is: 812-946-9244 (call or text). Our email address is: lafayetteacademypreschool@yahoo.com. Our school website is: www.lafayetteacademypreschool.com Please "like" us on Facebook for updates and information and sign up for our Remind app (see below).

Back to School night will be Thursday, August 5th.

Please come at your designated start time. We ask that only ONE parent attend to help with social distancing and space. Please visit the classroom first to hear a quick informational session from your teacher. Then your child can explore the room for a bit & you can drop off supplies in the classroom. Finally, head to our Minds-in-Motion room to drop off paperwork & tuition.

4:00-4:25-Mrs. Jaime's afternoon 3's class and Mrs. Rachel's afternoon kinder prep

4:45-5:10- Mrs. Jaime's am 3's, & Mrs. Rachel's 3's

5:30-5:55-Mrs. Hannah's class & Mrs. Laura's Thursday/Friday 3's class

6:15-6:40-Mrs. Andrea's class & Mrs. Laura's Monday/Tuesday 3's class

7:00-7:25 Mrs. Paula's class & Mrs. Tracy's class

Please bring the following to Open House: (It is much easier to have everything on this night so it's not coming in once school starts). Thank you!

1. Completed Student Registration Form
2. Completed Handbook page of initialed and signed items
3. Completed Tuition Contract Form
4. First month's tuition (check made payable to Lafayette Academy or L.A.P.)
5. School Supplies (listed below)
6. **Photocopy of Immunization Record-Please bring on this night!**
7. \$10 for L.A.P. school bag available for purchase at Open House (for new students). We would like ALL students to use this bag. It is big and open and easy for preschoolers to use rather than a zip style backpack. These bags provide a lot more independence.
8. \$2 for take home communication folder (available at Open House)
9. Optional: Lafayette Academy t-shirts can be ordered (\$10)

School Supplies-All Students

- 1" Clear View binder-any color (a piece of paper can slide in front clear sleeve-please put student's name on binder spine or inside cover)
- Boys only -1 big refill pack of baby wipes (for messy fingers)
- Girls only-1 roll of paper towels (soap free)
- 1 container of antibacterial wipes (Lysol, Clorox, or store brand)
- 6 glue sticks
- 1 Lysol spray to disinfect toys between classes
- 2 dry erase markers-the kids love to use these and they love fun colors
- 1 pack of Crayola washable markers OR sidewalk chalk (you choose)
- 1 pack of 24 Crayola crayons
- 1 \$10 Walgreens Gift Card (for photo developing all throughout the year and end of year portfolio pictures of your child)
- *Once school starts, please make sure your child has a water bottle that does not leak with their name written on it kept in their bag. Also please make sure they have an extra set of clothes in a Ziplock kept in their bags at all times in case of an accident.*

* Please sign up for schoolwide messages through the free Remind app. We have two different links because sometimes a message is just necessary for one age group. If you have a child in both age groups, feel free to sign up for both.

* Kinder Prep Families: Text @lapkin to the number 81010

* Three's Families: Text @lapthr to the number 81010

These messages will come from Tracy regarding important updates such as a snow day or special event. We need ALL families to sign up for this free service. It's an easy way to contact all families at once. Please do this now so you don't forget. If you signed up last year, you must sign up again. This is a different code. It is very important. Thank you!

Your child's teacher will be adding you to her personal class page through the Bloomz app. She will use this to send class specific messages and share pictures of classroom activities. You'll want to make sure you accept this invitation when you receive it (it will be sent right before school begins) and be sure to turn your notifications on.

Dropping off and picking up your preschooler

(Please know that all of these requests are implemented to keep our students and parents as safe as possible)

* **ARRIVAL/DISMISSAL:** Our front door will have a teacher present starting 10 minutes before class begins to open the door. For instance, if your class is 8:30-11:30, doors are open and drop off begins at 8:20. Dismissal works the same way. If your child's class ends at 11:30, pick up takes place from 11:20-11:30. Please be on time! When families are late at drop off or pickup, our doorbell must be rung, and it requires a teacher to leave her classroom to get to the door. This interrupts her teaching and can leave the classroom understaffed. We understand traffic and things can come up occasionally, but should never be the norm. Thank you for working with us and understanding!

* **DROP OFF:** Please walk your child to the front door to the teacher present and she will watch them walk to his/her class. We understand that for some kiddos this will be a challenge on the first few drop offs. We are completely used to children that may be upset and will hold and comfort them. It is a lot harder on a parent of an upset preschooler than on the child. We will always call you if your child remains upset for very long. Please start talking to your child in advance about how big they are and how they can do this. If your child is brand new to our school and very upset, we understand that walking them to their class may be the safest option. If this must happen, please make sure it is only one adult. **Our goal is that MOST students, especially those that have previously attended LAP will walk in on their own.** This past year this worked out so well! We had less criers and students who have never left Mom or Dad experienced a quicker transition and were ready to play and have fun at school. We will have all teachers directing and encouraging students on where to go. If students know the expectation from day one, and are encouraged and praised by both parents and teachers, they will get it quickly.

* **PICK UP:** Please send one adult into the building to pick up your child at his/her classroom. To help with crowd control, please do not hang out in the hallways and foyer. If you need to visit with another family we ask that you exit the building first and meet up on the sidewalk to help keep the hallways less crowded. Thank you!

* Please do not use cell phones on school property. We must keep our attention on children at all times. LAP parking lot is a **NO CELL PHONE ZONE**. Thank you!

* If your child will be absent, **please send a text to the school phone number or your child's teacher**. It is sometimes hard to answer all calls while we are teaching and much quicker to see a text than listen to a voicemail. The same goes for an unexpected late drop off or pickup. Thank you!

Inclement Weather: Please make sure you are signed up for our text alerts on "Remind" for weather related texts. If you have not done this, we can help you at Back to School Night. In the past we have followed NAFC Schools' lead on snow days. We will certainly use their guidance on snow related cancellations but will make our own decisions so text alerts will be so important. Ultimately you will need to decide what is best for your family as far as safety goes on transporting your child to school if we have snow and school is still in session. Please only transport if you feel your roads are safe.

New Covid-19 Related Precautions: Masks are not required for students but if you'd like your child to wear one, you are welcome to provide them with one. We have added increased hand washing time and sanitization opportunities throughout our day. There will be increased cleaning in our building and disinfecting between classes. We will make our best effort to increase safety precautions without taking away from an authentic, developmentally appropriate preschool experience.

Student Registration Form

Child's full name: _____

Child's gender: Male _____ Female _____ Name child is called: _____

Date of birth: _____ Family email address: _____

Full Address: _____

Home phone #: _____

Child's Pediatrician & Phone# _____

Mother's name: _____

Mother's cell #: _____

Occupation/Employer/Work #: _____

Father's name: _____

Father's cell #: _____

Occupation/Employer/Work#: _____

Child lives with: _____

Any custody issues? _____

Siblings & ages: _____

Elementary School you plan to attend: _____

General health/allergies/ medications taken daily: _____

My child can have Neosporin on a scrape _____ My child can have sting relief antiseptic if stung _____

Any special needs/speech therapy or other services: _____

Emergency Contact #1 w/phone number: _____

Emergency Contact #2 w/phone number: _____

Emergency Contact #3 w/phone number: _____

My child can be picked up by any of these additional adults: _____

Family Code Word (only known by your child and any adult picking up your child: _____

Permission, Release Form, Handbook items-PLEASE READ & INITIAL ALL SECTIONS

Student's name: _____(Initial all sections on left)

_____ I hereby grant permission for my child to use all of the play equipment and participate in all activities of the school.

_____ I hereby grant permission for the Head of School or authorized school personnel to take whatever steps necessary to obtain emergency medical care if warranted. These steps may include but are not limited to attempting to contact a parent, guardian, the child's physician or any of the persons listed on the emergency information provided to the school by the parent or guardian. If the above mentioned cannot be contacted, school personnel will do any or all of the following: call another physician, call an ambulance, and have a child taken to an emergency hospital in the company of a staff member. Any expense incurred while enlisting the help of medical personnel as listed above will be borne by the child's family.

_____ I hereby grant permission for my child to be included in the documentation of programs and activities at Lafayette Academy through the use of photography, video and printed materials as is deemed appropriate by school personnel. The forms of documentation may include but are not limited to promotional literature published by Lafayette Academy, articles and/or photographs to be published in area newspapers, and photographs for school web page, Facebook and/or classroom blogs.

_____ It is agreed that Lafayette Academy and staff assume no liability for injuries sustained as a result of participation in any and all Lafayette Academy programs.

_____ In consideration for my child's opportunity to participate in school activities, I hereby agree to release, hold harmless and indemnify Lafayette Academy, its agents, representatives and employees from all claims, damages, or other liabilities for injuries to my child which are not the result of gross negligence, intentional neglect, or willful or wanton conduct by the school, or its agents, representatives, or employees.

_____ I understand that if Lafayette Academy's Staff feel that they can't meet the specific educational needs of my child and/or keep my child and others safe, it may be recommended that my child find an alternate preschool setting to better meet his/her needs.

_____ I understand that my child should not attend or return to school until they are completely well, including no fever, diarrhea, or vomiting for at least 24 hours from typical preschool related illnesses. Covid-19 related illnesses will need to follow CDC guidelines on a return to school).

_____ I understand that it is vital that I am on time for drop off and pick up at preschool. If I am late for drop off or pickup, I am forcing a teacher to leave her classroom to let me in which leaves classrooms understaffed. We understand circumstances can arise, but this should never be the norm.

(Continued... Additional disclosures related to Covid-19 or any illness.)

_____ I understand if my child has a fever of 100.4 or higher, I will be called immediately to pick up my child. I also will not send my child to school with any possible Covid-19 symptoms such as fever, cough, sore throat or loss of appetite and smell.

_____ I understand that I should call the school if my child or anyone in my household tests positive for Covid-19.

_____ I understand that LAP has implemented safe and healthy strategies during Covid-19 such as increased cleaning and sanitizing, increased hand washing, temperature checks as needed, hand sanitizer stations, and limited adults in the building. However, I understand that no list of restrictions, guidelines, or practices will remove 100% of the risk of exposure to COVID-19 and other illnesses. I understand that the members of our family play a crucial role in keeping everyone in the facility safe and reducing the risk of exposure by following the practices outlined herein.

To be signed by both parents or legal guardians.

Signature _____ Date _____

Signature _____ Date _____

Tuition Contract: Pay in full, half the year, or monthly installments. All 10 months are divided evenly based on the overall cost for the year.

2-Day-Threes (8:30-11:30): \$1500/year or \$150 even installment each month

3-Day-Threes (11:30-2:00): \$1800/year or \$180 even installment each month

2-Day-Threes w/extended Day (8:30-1:30): \$2380/year or \$238 even installment each month

3-Day-Kinder Prep (8:30-11:30) or (11:00-2:00): \$2100/year or \$210 even installment each month

3-Day-Kinder Prep w/extended Day (8:30-1:30): \$3360/year or \$336 even installment each month

4-Day-Kinder Prep (8:30-11:30): \$2700/year or \$270 even installment each month

4-Day-Kinder Prep w/ extended Day (8:30-1:30) \$4250/year or \$425 even installment each month

5-Day-Kinder Prep (8:30-11:30): \$3360/year or \$336 even installment each month

5-Day-Kinder Prep (8:30-1:30): \$4950/year or \$495 even installment each month

Tuition Payment Plans:

Plan 1-Full Payment: Annual tuition balance paid in full by August 5, 2021.

Plan 2-Two Payments: 50% of the annual tuition paid on August 5, 2021 & 50% of the tuition paid by January 4, 2022.

Plan 3-Ten Payments: Annual tuition divided into ten equal monthly payments with the first payment due August 5, 2021. Each month thereafter, payment is due on the first school day of each month.

*If paying monthly, please pay on your first day to school each month. Envelopes will come home but you can send your check prior to receiving your envelope. Please put tuition in your child's folder. **All months are divided evenly regardless of days. Cash or Check preferred. Credit card has a small fee.** Thank you!

Child(ren): _____ Total per month: _____

Fees are non-refundable and non-transferable for days lost to unplanned closing of school, sick days, vacations, participation in other extended programs that conflict with a prior commitment, team sports, personal days, or situations that result in the forfeiting of services, etc...The signed Enrollment Contract is binding as of August 5, 2021 at which time families are liable for the entire school year's tuition.

_____ (signature) _____ (date)

Our Minds-in-Motion Program

Our teachers have been trained in the Minds- in- Motion program located in Louisville and we have implemented the "maze" at our preschool! We have a whole room devoted to gross motor movement. We like to say that children get to work their bodies AND minds daily in our green room.

What is Minds-in-Motion? "A revolutionary way to accelerate a child's potential for academic, athletic, and social success. Our research-validated program is designed to stimulate a

child's **VISUAL** processing, **AUDITORY** processing, as well as their **MOTOR** skills. The outcome is a better integrated and balanced child who will perform better in school and at home.

Physiological Development and Cognitive Abilities

The link between early physiological development and more complex cognitive abilities is one of the bedrock beliefs of Minds-in-Motion. In fact, we have built a company around the notion that spurring physiological development in children leads to measurable gains academically, socially, behaviorally, and athletically. As educators and parents, we know the ability to learn efficiently and effortlessly is one of the crucial foundations of success.

Success Requires Sensory, Motor & Neural-Development

A growing body of mainstream scientific research clearly points to the critical role that sensory/motor/neural development plays in the learning process. This all-important neural development cannot be bolstered by a traditional desktop learning approach. It requires addressing a whole host of physiological issues through integrating movements. The various exercises and protocols form the basis of the Minds-in-Motion "MAZE." (Information taken directly from the Minds-in-Motion website). For more information visit: mimlearning.com

Our Playground & Sensory Path

Our students love our outdoor play area in the back of our building, and we will utilize it daily weather permitting. We also have a painted Sensory Path! Students will jump, walk, and crawl their way across the path developing motor skills and offering a fun brain break before heading to the playground. Please make sure your child wears closed-toed shoes, a jacket if chilly and has sunscreen applied before school as you deem necessary.

Snacks

Each child will be assigned 2-3 times to provide snacks for the class. Your child's teacher will send you your assigned dates. Please make sure snacks are store bought and packaged. Healthy snack ideas include: cheese sticks, yogurt, cut up fruit, pretzels, applesauce, granola bars, goldfish, muffins, and crackers.

Birthdays

We love celebrating birthdays at LAP! If you would like to send in a treat for your child's special day, we ask that you let your child's teacher know in advance. The treat should be peanut-free. Birthday treat ideas that work best are cookies, brownies, little debbie snacks, donuts or individual ice cream cups. The large cupcakes full of icing are adorable, but quite a mess with preschoolers so we ask that you refrain from sending those in. Thank you for understanding!

Lafayette Academy Preschool | 2021-2022 CALENDAR



JULY '21						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

July 19-23 Summer Camp

JANUARY '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Jan. 4 First Day Back |
Jan. 17 MLK Day-No School

AUGUST '21						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Aug. 5 Back to School Night
(please see times)
Aug. 9 School begins

FEBRUARY '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

SEPTEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Sept. 6 Labor Day-No School

MARCH '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Mar. 21-Apr. 1 Spring Break

OCTOBER '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Oct. 4-15 Fall Break
Trike-a-Thon-TBD

APRIL '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

NOVEMBER '21						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Nov. 24-26 Thanksgiving Break

MAY '22						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May 3 Election Day-No Students
May 19 Last Day

DECEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Dec. 20-Jan. 3 Winter Break
Christmas Program-TBD

JUNE '22						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Summer Camps-TBD

