



## Summer Session 1

**June 13**

13-17

20-24

27-7/1

**July 4**

5-8

**Session 1 Payment Due**

Nursery Rhymes Unit

Camping Unit

Stars and Stripes Unit

**School closed for 4<sup>th</sup> of July**

Safari Unit



Learning Tree T-Shirt Days: June 16, 24, 30 & 8

## Summer Session 2

**July 11**

11-15

18-22

25-29

**August 1-5**

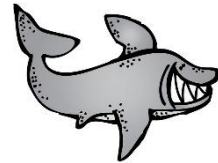
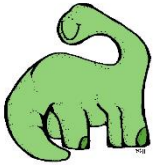
**Session 2 Payment Due**

Desert Life Unit

Water Sports Unit

Dinosaur Unit

Under the Sea Unit



Learning Tree T-Shirt Days: July 14, 22, 28 and August 5

## Summer Session 3

**August 8**

8-12

15-19

22-26

29- 9/1

**Session 3 Payment Due**

Pirates Unit

Zoo Unit

Space Unit

Circus Unit

**Sep 2 & 5**

**School Closed** (School Maintenance & Labor Day)



Learning Tree T-Shirt Days: August 11, 19 and 25 & 9/1

The first day of school for Students who are staying with us for the Fall is Tuesday, September 6<sup>th</sup>.

Welcome to The Learning Tree Preschool, LLC Summer Program! We have lots of fun and exciting unit studies planned for the summer that we're sure our students will love! We would like to welcome all of our new and returning students. We look forward to a great summer!

Please read the following information to help keep your children safe and make things run smoothly:

1. When dropping off or picking up children, park only in the designated parking spaces. No parking is permitted along the East wall with all of the greenery. Also, the area along the sidewalk nearest the school that is adjacent to the Handicapped parking is not a parking spot. There are 3 spots along the sidewalk that are marked with white paint outlines. Those are the only spots that are available for parking nearest the building. When using those spots, please be sure to park flush against the sidewalk, and not at an angle. If those are full, please take advantage of the remaining spots throughout the parking lot. Also, it's nice to visit with friends, but try to visit off the school grounds as parking spaces are limited and traffic gets very congested during peak drop off and pick up hours. Street parking and the public lot on the corner are also available for your convenience. For the safety of our students, please also remember to follow the painted arrows and drive slowly, taking extra precautions while in the parking lot.
2. Currently, parents are NOT allowed inside of the classrooms when teachers and students are present. Due to COVID restrictions, parents are asked to take students to one of the 2 drop zones before 9:00am for drop off (Roly Poly parents may take their children to their classroom door for drop off when they arrive by entering through the Tots Playground). If you arrive after 9:00am, please take your child directly to their classroom door. Half day parents may pick their child up at the door of their last class. Full day students will be picked up from the playground in the late afternoon and parents may escort their child to the classroom to retrieve jackets or other belongings when there are no children/teachers in the building.
3. When bringing your child to school, you are attesting that your child has been free of: fever, cough and shortness of breath, within the last 24 hours, AND that he/she, nor anyone in your immediate household, has had COVID or been in contact with anyone who has tested positive for COVID in the last 10 days. Overall wellness checks will be performed by your child's teachers throughout the morning. If your child is not well enough to be at school, we will contact you to pick them up and will need someone to come as soon as possible.
4. When dropping your full day student off at school in the morning --- Preschool and Pre K parents please drop blankets off in the hallway cubbies. Please bring all nap items to school in a bag that will easily fit inside of the cubby for easier transportation. Preschool lunches will be dropped off in Room 2, and Pre K lunches will be dropped off in Room 3.

\*Preschool Tots and Roly Poly parents, please hand your child's nap blankets/lunches to the teacher at check in time.

5. Please make sure that your child brings a refillable water bottle to school with them each day. Preschool and Pre K students can put their water bottles in their bins along the wall, Preschool Tots and Roly Polys can give them to the teacher at the classroom door.
6. We are not currently loaning out extra clothes or jackets. All children should have a jacket, and 1 or 2 complete changes of clothes in their cubbies in case of spills or accidents. If your child has an accident/spill requiring changing of clothes, and there are none available in their cubby, we will need to call to have clothes brought to school. If a Preschool or Pre K student has an occasional urine accident, we will change them and bag up their soiled clothes. However, if a student in the Preschool or Pre Kindergarten program has a bowel movement accident, that portion of the school is not equipped to with the proper facilities to change them, clean up appropriately and dispose of their soiled clothes. So, if a student in either of those programs has a bowel movement accident, the parents will be called to pick them up. Frequent bathroom accidents for Preschool and Pre Kindergarten students may require the evaluation of readiness for the program. Please refer to our "Bathroom Accident Policy" for full details.
7. State law requires that all children be signed in and out daily. We ask that you sign your child(ren) in and out through our computer system. If you haven't been fingerprinted or given a passcode yet, please see the office for assistance. In the event that the internet is down, you must sign in and out on the paper log. Please sign the time of drop off/pick up as well as your FULL signature.
8. Please do not let your children play with the keypad at the door entrance or pull/yank on the door. Pulling forcefully on the door while it is locked, may cause it to break. The door will only briefly unlock when a valid code has been entered. If you enter your code and do not hear a click at the handle, your input was not successful. Please wait a moment for the keypad to reset, and then re-enter your code.
9. Please make drop off and pickups quick, and do not linger in the building. When possible, please try to have one parent do drop off and pick up to avoid extra germs and traffic in the building.
10. Pay tuition in full on the first day of scheduled attendance in order to receive the 10% discount. Weekly payments are not eligible for the discount. Tuition is billed on a 4 WEEK BILLING CYCLE and NOT on the 1<sup>st</sup> of every month. Other than major holidays, tuition due dates are always on Mondays. If your child only attends on a Tuesday/Thursday, you can pay their tuition on Tuesday and still receive the discounted rate. Payments received after the due date will forfeit the discount and be billed at the regular tuition rate.
11. There is a \$10.00 per hour charge for our half day students attending before 8:50am and after 12:00pm. This cost will be applied to your next tuition statement and listed as "extended cost" from the previous billing cycle.
12. Make sure your children do not enter or leave the building without you. Additionally, when dropping off, you MUST walk your child to either the playground or the classroom door. While you are exiting, be sure to hold your child's hand in the parking lot until you put them in the car. The parking lot is not an appropriate place for parents to gather and

socialize. It can be very dangerous when children are running around while parents are talking.

13. LABEL, LABEL and LABEL! Label all personal items such as blankets, sheets, sweaters/jackets, lunchboxes, containers, etc. Basically, label EVERYTHING!
14. Make sure nap items are small enough to fit in cubbies. If they hang over, they are too big. Please do not store items in the cubbies in plastic bags. All items should be taken home weekly to be laundered.
15. Please send lunches and snacks that are nutritious and send what your child normally eats at home. We do have a microwave to warm up lunches. Don't forget eating utensils and an ice pack to keep food cool. Remember - candy is not permitted in lunches. For safety reasons, we also ask that you do not attach anti-bacterial soaps to your child's lunchboxes. There are sinks in the lunchrooms where students are able to wash their hands with soap and water.
16. Medications **MUST NEVER** be put in the children's lunchboxes or cubbies. All medicine must be in prescription containers with a printed pharmacy label or written directions from a physician. Over the counter medication cannot be administered unless prescribed by a doctor. In addition, a "Parent Authorization to Administer Medication" form must be filled out by the parent before we can give your child any medication. This can be done with the opening teacher or through the office. Medications will not be given unless these procedures are followed.
17. Students needing to eat breakfast at school, must come before 7:45am. If your child brings something to eat past that time, they will only be allowed to eat it during their class' snack time. All food must be brought in a lunchbox labeled with your child's name.
18. School closes at 6:00pm sharp every day. This means students should be picked up and out of the building by 6:00pm. Our teachers have obligations of their own after work, and it is a major inconvenience for them to stay late. Please be mindful that there is a hefty charge for students who stay past 6:00pm. Please see the "Late Pick Up Policy" for more information.
19. Please take a second to visit our website - [www.LearningTreeLomita.com](http://www.LearningTreeLomita.com) to review The Learning Tree Parent Handbook which will cover our school policies.
20. We follow all CDC, Licensing and Local Health Department Guidelines. As we receive information about COVID restrictions/rules changing or lessening, we will update you. So please keep an eye on your email inbox for the most up-to-date correspondence.

