

Dear Parents,

Welcome to Wilmington Christian Academy! It will be our pleasure to work with your child this year. There are several areas we'd like to share information about. If you have further questions, please don't hesitate to ask us.

- If your child has any type of severe **allergy or medical condition**, please speak with us concerning the appropriate action needed to help your child.
- Friday evening, **October 7th** is our annual Fall **Carnival**. It is a great time of fun and fellowship. Please mark your calendar for this special day. This year's theme is "The Big Top/ Circus". See the sheet in your child's folder to see how you can help with this event.
- You are welcome to **celebrate you child's birthday** in our classroom by bringing in cookies or mini-cupcakes. All items must be store bought. Please let us know in advance.
- A **complete change of clothes**, including socks, underwear, top and bottom, must remain in your child's cubby at all times. If your child has an accident, please return a clean change of clothes the following day. A zip-lock bag has been provided for you in the folder.
- **Communication** is one of the major factors in having a great and successful school year. Please feel free to call and leave a message for me at 791-4248, ext 109. We will check our messages each afternoon during rest time. Or you may e-mail me at lmorton@wilmingtonchristian.com. If you have a question, concern or a suggestion, please feel to speak with us.
- We will be sending home a **daily schedule** of our activities within the next few days. We are still trying to get our music, Spanish, chapel and library times finalized.
- Please abide by the **dress and hair code** for your children. There was information in the summer mailing that you received and you may also look in the new Preschool/Kindergarten Handbook for further information. You may find a copy of this handbook online at www.wilmingtonchristian.com.
- For the **first few days**, until we learn everybody's faces, we may ask for your identification when you pick up your child.
- For the safety of your child, please do not allow them to wear **flip-flops** to school. It is not safe for them to play on the playground equipment. Mulch also gets in their shoes and makes it very uncomfortable to walk.
- **Folders** will be in your child's cubby each day. Please remove your child's work and return the folder to the basket on the counter by the sign-in sheet. A **daily information sheet** will be in the folder to let you know about your child's day. Please initial and leave in folder.
- It is a wonderful opportunity and privilege to attend Wilmington Christian Academy. The beautiful facilities and the quality education are costly. All costs are not covered by the

tuition so we have **fundraisers** to help offset the expenses. Please help us by doing your share. If everyone will do a little something, we can reach our goal.

- Each of you received a **preschool handbook**, please read it and keep it handy.
- Please **LABEL, LABEL, and LABEL** everything you send to school. Clothing, sleepy time items...
- A monthly **lunch menu** will be sent home at the beginning of each month. A morning snack, lunch and an afternoon snack are provided. The snack and lunch menus will be posted in the classroom.
- The children have a daily **rest time**. It is not required for them to go to sleep but they must be still and quiet on their mats. A **small** blanket, a **small** pillow and a **small**, soft and quiet toy are encouraged to be brought to school to help make your child more comfortable and relaxed. No pillow pets or Kindermats please.
- Please take your child to the **restroom before coming into the classroom**. They may have gone to the restroom right before they left the house, but if you don't take them once they arrive at school, it is almost guaranteed they will have to go within ten minutes. **By state law, your child must wash their hands upon entering the building, before coming into the classroom.**
- We have a few **requested items** we would like for you to bring in: treasure box items for our treasure box, Smarties and Skittles. For every five stars your child earns, he/she will take a trip to the treasure box. Also, if any of you would like to donate a box of freeze pops, it would be greatly appreciated. The children enjoy having something cold after outside play.
- If you would be interested in being our **room mom** or parent volunteer, please let us know. There is a form in the folder for you to fill out and return.
- Please **sign-in and put time by your child's name on the clipboard on the counter** when arriving in the morning and also when you pick-up your child in the afternoon.
- If there is a **special situation** that would make a difference in your child's daily life, please make us aware of the situation. For example: the death of a loved one, separation, divorce, parent out of town for several days....
- In the event your child has been sick, please remember they may not attend school until at least 24 hours have passed without any signs of **sickness**.
- If your child has a temperature of 100 degrees or more, you will be contacted to pick him/her up from school.
- Each family may take two free **vacation** weeks during the year. A two-week notice is required. Please see the handbook for complete details.

We look forward to having a great year with you and your family.

Lorri Morton & Melanie Jordan

