

# Presentation BVM School Preschool



"And he took the children  
in his arms, put his hands  
on them and blessed them."

Mark 10:16

105 Old Soldiers Rd.  
Cheltenham, PA 19012  
[Presentationbvm.org/school](http://Presentationbvm.org/school)

***“Let the children come to Me and do not hinder them.”***

### Mission Statement

Presentation B.V.M. Preschool strives to provide a nurturing environment in which each child can achieve his/her potential. Within this environment the school community endeavors to work together to understand, accept and follow the Gospel message of Jesus.

Each child is embraced as a unique individual traveling at their own pace on the early childhood journey.

### Programs

Presentation B.V.M. offers a four year old program for children who are four years of age by September 1<sup>st</sup>. This Class has 2 ½ hour sessions meeting on Monday, Wednesday and Friday.

The three year old Program is offered to children who are three years of age by September 1<sup>st</sup>. This class has 2 ½ hour sessions on Tuesday and Thursday each week.

An extended lunch bunch will be offered on Wednesday (for the four year olds) and Thursday (for the three year olds). This extended session will allow the children to enjoy lunch together and then have supervised play activities until 1:00 for an additional fee of \$8.00. If you would like to sign up for this extended session a monthly calendar must be sent in to school. If less than three children register an extended session will not be held that week.

### Registration

Registration begins in February for families enrolled in our preschool program. On March 1<sup>st</sup> registration is opened to the public.

### Acceptance

The school reserves the right to change or to drop a student, after conferring with the parents, if the school feels it is necessary for the good of the entire class.

### School Dress Code

It is suggested you dress your child for play. Remember they crawl, crawl, crawl and play inside and outside; their school work can require them to get into their lessons! Try to provide clothing that is free of complicated fasteners. They like to be independent and do for themselves.

A change of clothes (for emergencies) should be sent in a labeled zip loc bag.

### Personal Belongings

All removable clothing, coats, hats, sweaters, boots, mittens etc. should be marked with your child's name. It is a good idea to mark their name on the school bag as well since some tend to be the "bag of choice".

### Schedule

The school hours are from 9:00 to 11:30. Each teacher will develop their schedule in keeping with the early childhood guidelines of the Archdiocese of Philadelphia. The schedules will include learning about God's wonderful creations, circle time, independent play, storytelling, pre-reading activities, language development, communication skills, math activities, science exploration, physical education, music, art, and computer technology.

### Arrival

The students are to come in the Hasbrook Avenue side at the rear of the building. Parents may drive up to the doors and your child will be met at the door by a teacher. These doors will open ten minutes before the session begins and if you

arrive after nine bring your child into the school via the Old Soldiers entrance at the front of the building. There is a doorbell to the left as you face the front doors.

### Dismissal

Parents are asked to park along Hasbrook Avenue on the school side with the first car near the back doors. The teachers will escort each child to their parent's car as the cars arrive.

Please have your child enter the car on the driver's side.

During the beginning weeks of school please display a Family name sign in the side window.

Walkers are to enter and exit the school by the same doors.

Our kindergarteners will also be dismissing at 11:30.

If someone other than the parent is coming for your child please notify the teacher by note; we will not release your child to anyone else without a note.

### Transportation

Transportation is the parent's responsibility. You will be given the names and addresses of all the children in the class if you care to arrange carpools. If you do not want your child's name and address shared please tell the teacher on the first day of school.

### Calendar

Our Preschool will follow the same calendar as our elementary school. Please consult the calendar for all holidays and school closures. The teachers will post monthly calendars on the school web site.

### Snack

A snack will be provided every day. We encourage the children to drink water. We will provide a snack such as animal crackers

cookies, vanilla wafers and pretzels. If your child has any food allergies please notify the teacher. Since cooking will be a part of the schedule other foods might be offered.

### Celebrations

Birthdays can be celebrated if you choose to send in a treat on your child's special day. Please do not send in a cake but keep nutrition in mind. Also please do not send in balloons or party favors since some children may have allergies. Please notify the teacher in advance so she is prepared for your child's celebration.

If birthday invitations are sent into school please include one for every child in the class.

### Christmas Show & End of Year Program

If you would like your child's siblings to attend a note must be send to the Classroom teacher to ask permission. They are to return to the classroom after the performance.

### Class Trips

If any Class trips are planned they will be within walking distance and possible only with sufficient parental participation. This will be determined by the teacher.

### Health and Safety

The Crisis Management Plan of the school must be followed. Each child will be required to have a zip loc bag with several nutritious snacks in case of a shelter in place emergency. This bag will be returned at the end of the school year.

### Fire Drills

Fire drills are mandatory and will be held once a month. All drills will be given with advance notice for Early Childhood children. Young children need a great deal of preparation to be able to handle the drill and will be reassured by the teacher.

## Health Related Issues

All Health-related issues follow Policies & Procedures Manual of the Parish Elementary Schools. (Example: students with allergies, diabetes etc.) It is important to share medical conditions with school so we will be prepared to care for your child in an emergency.

## Immunization

No child in grades Pre-K through 12 may be admitted to or permitted to attend a non-public school unless the child has received immunizations required by 28 P.A. Code Chapter 23 Subchapter C (relating to immunization) or has received from the director a medical or religious exemption from immunization under 28 P.A. Code (relating to exemptions from immunization).

*Hepatitis B shots are required for children starting Kindergarten in 1997. This new law does not apply to students already attending school.*

*Kindergarten children will also need a second shot of MMR (Measles, Mumps, and Rubella) and a fourth shot of DTP (Diphtheria, Tetanus, Pertussis)*

*- Refer to your doctor, school nurse or local health department for more information or call 1-800-986-KIDS.*

## Medical Examinations

A complete medical examination, including appropriate visual and hearing evaluations, shall be made by a licensed physician at the expense of the parents prior to the original entrance of the pupil into school. The school may provide the necessary forms. "ORIGINAL ENTRANCE" MEANS ENTRANCE INTO PRE-KINDERGARTEN IF IT IS PART OF THE SCHOOL OR INTO THE FIRST GRADE IF THE SCHOOL DOES NOT HAVE A KINDERGARTEN PROGRAM.

## Dental Examinations

A dental examination shall be provided for a student upon original entry into school and in grades 3 and 7 if locally applicable. The school may provide the necessary forms.

## Illness

If your child will be absent please call school to notify us at (215) 379-4860.

If your child has a fever please keep him/her home until fever free for twenty-four hours.

If your child contracts: any childhood contagious illness, pink eye, head lice, or pin worms please notify the school so we can take the proper measures to stop the spreading. This information will be kept confidential.

Please keep your child home if you suspect illness or until they are fully recovered.

## Tuition

Presentation B.V.M. Preschool is a non-profit school. It is imperative that all financial obligations be met faithfully and on time so we can pay our teachers.

Tuition is based on nine monthly payments; it is due the 1<sup>st</sup> of the month starting September 1<sup>st</sup> and ending May 1<sup>st</sup>. There will be a late fee of \$10.00 after the due date.

Three Year Old Program- \$90 per month

Four Year Old Program- \$127 per month

The school reserves the right to dismiss any child if the tuition has not been paid by the 25<sup>th</sup> of the month it is due.

If you are unable to pay your monthly tuition due to a financial or medical crisis in your family please send a note to the principal.

## Placement

The morning class is filled first; if there are a sufficient number of students enrolled to warrant an afternoon session one will be added.

A child is conditionally accepted based on the information the parent shares at registration. If it is determined that the child is not adapting to the program a decision will be made with teacher and parent input on what is best for the individual child.

## Important Phone Numbers

Presentation B.V.M. School- (215) 379-3798

Absentee Number- (215) 379-4860

School Closure Number: MC 341 Listen to KYW (1060) or  
Channel 3