

**NEW COVENANT PRESCHOOL**  
800 Tuskawilla Road Winter Springs, FL 32708 (407) 699-0202

June 2015

Dear Parents,

Welcome all new and returning families to New Covenant Preschool! We are very excited about the upcoming year and want to pass on some information that may be helpful to you during these summer months as you prepare your child for school next fall.

1. Your child's current health forms must be on file at Open House. These include a blue immunization form (DH 680) showing that your child has completed the immunizations required for his/her age and a yellow physical form (DH 3040) showing that your child has had a physical within the past two years. These forms are available through your physician or the Health Department. Florida law requires us to have these on file for every student and DCF will check our files throughout the school year to make sure that we comply. **CHILDREN WHOSE RECORDS ARE OUT-OF-DATE CANNOT ATTEND CLASS.** See attached sheet as to whether or not your child's records are up-to-date.
2. Children entering the Two Year Old Program may be heading toward their first real separation from Mom/Dad. Any preparation to help your child learn that you will always come back can be helpful. Playing hide-and-seek or leaving children with a trusted friend, relative or babysitter for short periods of time are two suggestions.
3. Children going from the Two Year Old Program to the Three Year Old Program will experience quite a change. They enter a world of more hands-on learning and move from a "nursery" environment to a classroom where they will be encouraged to make many decisions for themselves. If your child has something he or she uses for security when coming to school (an animal, blanket, etc.) you may want to begin planting seeds of leaving that item in the car seat where it will be waiting for your child when the school day is over.
4. If your child is enrolled in the Three or Four Year Old (VPK) program he/she must be potty trained. Children must be able to tell the teacher when they need to use the bathroom, be able to get undressed, use the toilet/urinal, wipe themselves, get clothes back on and wash their hands. We, as a school, are not allowed to help your children in undressing, wiping, or dressing so training at home is essential. Please practice these skills with your children. If you have questions or concerns please feel free to discuss them with us. A side note: when shopping for school clothes, remember that children feel accomplishment when they can dress themselves, so look for clothing that is easy for them to manipulate at bathroom time.
5. As you shop for clothing over the summer, please keep in mind the following for school days:
  - ❖ Play clothes that are suitable for mishaps – paint, markers, dirt and spills
  - ❖ Diaper wearers – please no one-piece outfits with openings only at the shoulder. Easy access for quick changes is a big help and snaps are the best.
  - ❖ Soles on shoes should be soft and non-skid for sure climbing. Closed toed shoes prevent toe stubbing and insect bites as well, **NO SANDALS OR CROCKS.**
  - ❖ Only short dresses please! The longer dresses get stepped on, making climbing a hazard.  
*(see other side)*

6. At Open House, all children will receive a school tote bag. On the back will be a clip. This is where you will find “important” papers that we want to be sure you will see them. Inside you will find your child’s “treasures”. Children should bring their tote bags daily.
7. Our school day is from 9:00 am to 1:00 pm. Everyone must bring a snack and lunch from home. Please make sure to enclose an ice pack to keep your child’s food fresh.
8. Annual tuition is broken into nine (9) equal payments. Tuition will be due the (1<sup>st</sup>) first of each month starting with September ending with May’s payment. Tuition received after the 7<sup>th</sup> of the month should include an additional \$10.00 **late fee**. Tuition is **not pro-rated** for absences or vacations.
9. For all you Facebook fans. Please “Like” New Covenant Preschool. We will be using Facebook as a means to send out important information.
10. Teachers will be contacting parents about class assignments the week of August 3 - 7.

Thank you for entrusting your children to us. We are looking forward to the upcoming year. We consider it a privilege to be involved in the early education of your children both academically and spiritually. Enjoy the rest of your summer!

Blessings,

Susan M. Horton  
[Susan@new-covenant-church.com](mailto:Susan@new-covenant-church.com)

Director

### **OPEN HOUSE INFORMATION**

**Open House-Friday, August 21, 2015 at 10:00am** in Church then to classrooms for visitation.

**School starts on Monday Aug. 24, 2015.**

New policies will be covered and all necessary paperwork will be handed out. This paperwork must be filled out and on file to attend the first day of school. This will be an opportunity to meet your teachers and friends, to ask questions and to visit the classroom before the first day of school. See you then!

P.S. Dear Families, We have open spaces in all classes, 2’s, 3’s, & VPK. Please spread the word. I will be in the office all summer on Mondays – Thursdays from 9 – 1 to give tours, answer questions, or register students. Thank you again! Susan