**Jumpstart Preschool**

**248 New Road**

**Avon, CT. 06001**

**Charlene Plourde**

**Jumpstartpreschool@comcast.net**

**860-906-7832**

***CT State Licensed #36996 CPR & First Aid Certified***

**Jumpstart** is a preschool program for children between the ages of two and five years in a very nurturing home- based environment. Your child will enjoy arts and crafts, music and fitness, cooking, science, socializing, circle time with emphasis on educational lessons, outdoor play, and much more. Activities and projects follow monthly guidelines of a planned curriculum.

I have been teaching children in my home for 28 years. I am state licensed and hold all the necessary credentials to meet and exceed the state requirements. I am CPR, Connecticut First Aid Certified, and Med and EPI Pen certified.

# School Hours and Fees

The following classes are offered:

Monday: 9:00 – 12:00 or 1:00

Wednesday: 9:00 -12:00 or 1:00

Friday: 9:00 - 12:00 or 1:00

The cost of the 3 hour session is $36.00

The cost of this 4 hour session is $43.00

For the 4 hour session you will need to bring your child’s lunch and drink. There is a microwave to warm their lunches if needed, but there is only a small refrigerator, so please pack an ice pack.

### **Age Requirement**

 Your child must be at least two years old (Deadline- Oct 31), but need not be fully toilet trained. Each child will be required to bring a change of clothes, diapers, wipes, etc. each time they attend, whether they are potty trained or not.

**School Year and Closings**

Jumpstart uses the Avon school calendar as a **guideline** in regards to school closings. You can find the closing on our Google Calendar on the website jumpstartpreschoolavon.com

**Provider Sick Time / Personal Time**

The provider will be awarded 7 sick / personal days per school year. These days will be at the sole discretion of the provider. There will be no school on such days and tuition is forfeited. If sick/personal time exceeds the 7 days, tuition will be refunded at 50%.

## Arrival and Pick Up

Please try and be as prompt as possible. The door CANNOT be opened from the outside for your children’s protection. You will need to ring the doorbell that is mounted on the right side of the door. I will come and allow you to enter. Please do not ring the doorbell before 9 a.m. or allow your child to play with the door lock. If you are in the entrance room and another parent that you recognize approaches, I would appreciate you allowing them entrance. Or if you are leaving and another parent is approaching, please allow them entrance

There is a **$10.00 fee** for every 10 minutes that you are late picking up your child at the designated time, 12:00 pm or 1:00 pm inside. The fee will automatically be added to your next semester tuition. There will be no exceptions except emergencies. Please refrain from visiting in the driveway/parking lot, your child is anxiously waiting to tell you about their day.

## Tuition and Late Fees

Tuition is due as follows:

July 1st a non refundable payment of $300. This payment will be divided equally toward the 3 tuition payments ($100 toward each tuition payment)

August 1st- Tuition due for September, October, November

November 1st - Tuition due for December, January, February

February 1st - Tuition due for March, April, May, and June

 You are not required to pay for days that school is closed for a **scheduled** day off. You can find those days in our Google calendar on the website jumpstartpreschoolavon.com

# There is a late fee of $10.00 for each class your child attends until I receive your payment. There are no exceptions. If you are paying by check, there is a $25.00 fee for any checks that are returned plus any fees set by the bank. Please make checks payable to “Charlene Plourde”

You may pay on line by either paypal at…. **jumpstartpreschoolavon@gmail.com** You **must** choose friends and family. Do **NOT** pay for services. That will incur a fee that will be your responsibility.

 Or Venmo at…… **@Charlene-Plourde**

## Absences/Extra Days

If your child is absent due to illness, snow day, personal vacation, etc., you are charged for the day/s, **however** any missed days will be recorded in your child’s file as credits. You may use the credit/s toward extra day openings. When I am notified of an absence either ahead of time or the day of, I will send out an email alerting all of the day/s that will have a space open. You are welcome to post into these day/s and apply a credit toward them. If you do not have any credits you may still post into an opening/extra day and you will need to pay for the day. These extra day openings are usually taken fast on a first come first serve basis, so watch your emails. Any unused credits at the end of the year will be forfeited

## Early Withdrawl

## If you need to withdraw your child from Jumpstart you may do so at any time. If it is agreed upon that the structure of the program is not a fit for your child, any remaining balance in your prepaid semester will be returned to you. If you withdraw for personal reasons, you will forfeit any unused prepaid semester.

**Snow days, Late openings, Early dismissals**

If Avon public schools are cancelled due to snow or inclement weather, Jumpstart will be closed. Delayed openings of any type will result in a 10:00 a.m. opening; unless it is determined the driveway is impassable due to snow or ice, then those days will be marked as snow days. Communication will be through email. If Avon public schools are dismissed early for inclement weather, Jumpstart will close at 12:00 with no refund for lunch.

## Health

All children are required by state law to have a current health form and emergency medical form on file at all times. Your child will **not** be able to attend school without them. All children are required to have yearly physicals and you need to bring any updated health form after the exam. All vaccines must be current and your child must receive the flu vaccine by Dec. 31. Per the state of CT they cannot attend January – March (flu season) without it. Flu vaccine verification forms are required to be on file.

Please use caution when your child is ill. 24 hours prior to coming to school they must free of fever, diarrhea and vomiting, and if they require an antibiotic they must have taken it for at least 24 hours. If your child will not be in school, please call, text or e-mail me ASAP so I may post their space as extra days.

**Infectious Disease Policy**

Any child exhibiting uncharacteristic signs of a respiratory, gastrointestinal, or any other febrile illness must be excluded from school while exhibiting active symptoms. They may return to school when they are free of fever, vomiting, or diarrhea for 24 hours without the use of any medication, and other symptoms have improved, (cough, runny nose, etc.)

If your child is diagnosed with Covid or the Flu, they cannot attend school for five days from the day symptoms began. They can return after the 5 days if they are free of fever, vomiting, diarrhea for 24 hours without the use of any medication and other symptoms have improved (cough, runny nose, etc).

Children with symptoms of pink eye or conjunctivitis are to be excluded from school until they have completed 24 hours of an antibiotic and there is no longer any discharge from the eye. If no antibiotics are prescribed, the child may return when there is no longer any discharge from the eye.

If a child is prescribed an antibiotic for any infectious illness, they must have completed 24 hours of the antibiotic before they can return to school.

Per the state of CT your child must be vaccinated against the flu by December 31 or they cannot attend school between January and April.

Please note this policy may change pending infection trends in the community. Any changes will be communicated through email to all families.

## Clothing

Children should be dressed in play clothes. They will get dirty. **ALL** children **MUST** pack a change of clothes in their back packs for accidents and please always be prepared for winter weather. Label your child’s clothes. **No crocs or sandals allowed**. Sneakers must be worn for outside play or rain/snow boots when it is messy. Socks are mandatory.

## Snacks

All children must bring their individual snack labeled in a bag/container. When packing snack, please remember this is a snack, not a meal. Our snack time is limited. If you are unsure of what your child will eat, you can always pack a few items and I will give them a choice. Please pack them a labeled water bottle. I prefer a water bottle with a spout of some sort instead of a clear plastic water bottle with a screw top. They tend to tip over more easily and soak whoever is in the way. **If your child has a food allergy you MUST notify me**

## Medications

If your child requires a medication while in school you will need to obtain a form on our website that requires a doctor’s signature and order before the child can attend or the medication can be kept here. The medication must be handed to me and I must place it in an appropriate container. It must be labeled with the child’s name, have a picture of your child attached, and have the original pharmacy prescription label. Please check all expiration dates. I am certified to administer medications as well as being EPI pen certified.

## Discipline

I use redirection as much as possible. I teach the children to resolve their conflicts on their own with my guidance by talking to their peers. Part of this process involves the other child to listen, so I guide the resolution and encourage the children to talk and listen whenever possible. I try to empower the children to build their self-control. At all times I am present during the resolution and the children know that I am there for them and will assist in whatever they need.

If a child needs to be removed for fear of hurting themselves, others, or our play space they are asked to sit quietly away from the group. I will go to them and speak clearly and directly to them to help them work through their frustration and anger and to make sure their feelings are considered and conflicts resolved.

## Items from Home

During friendship circle we have Show and Share. Your child is allowed to bring one toy or special item from home to show their friends. They do not have to share it after friendship circle. If they choose not to share their item, it must be put into their backpacks and not taken out during the rest of the day.

No pacifiers, stuffed animals, or special blankets are allowed in school or in their backpacks.

## Separation Anxiety

I have dealt with many children who experience separation anxiety. I dealt with it myself with my son. It is best if you reassure your child how much you love them, they are safe, and that you will be back …..and then leave. The longer you stay, the longer their anxiety grows.

I get to know the children here and what they need. You may call or text at anytime (860-906-7832) to see how your child is doing. I will call you if it interferes with your child’s day too much. I promise you, I will give your child what they need and assure them that if they need a hug or a kiss, I am here to give it to them, or if they need to be alone, I will respect that.

During the first three months it will be determined if your child has adjusted to the group, the minor guidelines, or is overall socially ready for preschool. Any concerns will be discussed as we go along. If we determine they are not ready, it will be best for your child to withdraw

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