

ST. ELIZABETH CHURCH

NURSERY SCHOOL



KIDS ARE NUMBER ONE

618 Fullerton Avenue
Whitehall PA 18052
610-266-0450

Welcome to St. Elizabeth's Nursery School!



**This booklet will give you a
brief explanation of what
the school's program
will entail.**

1. Purpose

This is an important time in your child's development. Your child is growing socially, physically, intellectually, and emotionally. Our purpose is to share with the parents of three (3) and four (4) year old children in the development of this growth. We intend to do this with academic and social activities within the classroom, positive reinforcement, and an individual (one to one) relationship between students and teacher. Also, play in a group with other children is an important part in developing the child's overall growth. This will be done with some free play, when just the children will socialize; and also organized play, when the teachers will participate.

2. Admission

- A. A child must be three (3) years old by October 15, or four (4) years old by October 15.
- B. Children admitted as three year olds have first choice the following year registering in the four-year-old class.
- C. Admission to nursery school will not secure the child's admission to St. Elizabeth's Kindergarten.
- D. No discrimination is made as to race, sex or religion.
- E. All children must be toilet trained.
- F. A child will be asked to leave the program if in the opinion of the teacher (and after consultation with the parents) the child is disruptive, uncontrollable, or physically hurting the other children. The final decision will be that of the director.

3. Schedule

A. *Four Year Old Classes*

Monday - Wednesday - Friday

Morning 9:00 - 11:30 AM

Afternoon 12:30 - 3:00 PM

B. *Three Year Old Classes*

Tuesday - Thursday

Morning 9:00 - 11:30 AM

The afternoon class 12:20 - 3:00 PM tentatively will be mixed three and four year olds. This will depend on the admission number.

C. Parents are asked to bring children into the classroom at the start of the day.

D. Parents should be prompt in picking their children up at dismissal. A phone call would be appreciated if a child will be late or absent.

E. Parents should notify the teacher if someone else will pick up the child.

4. Tuition

Registration Fee: \$50 per year (non-refundable)

Three (3) Session/Week \$105 per month

Two (2) Sessions/Week \$85 per month

Payments should be made on the 25th of each month. (Payment for September is due on September 25.)

A. All payments must be made on time. The reason for this policy is due to the fact that the school is a non-profit organization, operating on tuition funds. In order that the school function properly it is necessary that we have your cooperation in this important matter.

B. Tuition checks are made payable to: St. Elizabeth Church noting on the checks "Nursery School", and are to be paid at the Nursery School. The rate for each child will not be adjusted.

5. Calendar

A. A school calendar will be distributed at the start of each school year.

B. The school year will start the Monday after Labor Day and will finish the Friday before Memorial Day.

C. If at any time the school must be closed due to bad weather or for other reason, parents will be notified.

6. Health and Safety

- A. Permission slips permitting the teacher in charge to obtain the medical care necessary for your child must be signed by a parent or guardian. The school is not responsible in case of accident.
- B. All children must have a physical examination before admission. Medical forms will be sent out and must be filled out by parents and signed by the child's physician.
- C. If a child contracts a communicable disease (i.e. Chicken Pox, Measles, etc.) the school must be notified.

7. Clothing

- A. Suggested attire: Play clothes and sneakers.
- B. A complete change of clothes should be kept at school for each child.
- C. All articles brought to school, clothing or other personal belongings, must be labeled with the child's name.

8. Services

- A. We are always ready to help or listen to any problem. Individual consultations can be arranged.
- B. There will be a Parent-Teacher conference once a year. All parents MUST attend.
- C. St. Elizabeth School Board meets once a month during the school year. Any problems or suggestions that you wish to be presented, please give in writing to the administration, who will present it to the School Board.
- D. SNACKS.....A simple snack should be sent with the children for every class, unless there is a birthday and then parents will be informed.
- E. Parents can send in birthday treats for the class. Please keep it simple. Please notify us in advance if you plan to provide a class treat.
- F. **Monthly Newsletters** will be published.

9. Withdrawal

- A. Two weeks notice must be given for permanent withdrawal of a child.