



January 7, 2019

Welcome to St. Peter's Early Childhood Program. We are looking forward to working with you and your child(ren) as we embark on our third year of ministry to the community.

When you arrive, enter the building using the side door located near the playground. The doors will be opened at 9:25. Please encourage your child to use the bathroom before coming into class. If you arrive early, you are more than welcome to play on the playground. You must remember to sign in each day. The sign-in/out sheet is located on a shelf outside the classroom door. If you need to give the teacher time-sensitive information, please be concise in order to allow the staff to supervise the children.

At the end of the day, we will likely be involved in an end-of-day group activity. Please refrain from entering the classroom during the group learning time unless it is an emergency, or you have made previous arrangements to do so. Be sure to sign your child out. Pick up is between 1:00 and 1:15.

Please provide your child with a complete set of (weather-appropriate) extra clothes, including socks. Extra shoes are recommended but not required. Hats are recommended as well. Our playground does not have much natural shade. We will go outside every day, rain or shine, even in winter. If it is raining or snowing, please bring all appropriate outerwear.

Please be sure your child is wearing sunscreen before they enter the classroom. You may keep sunscreen in the child's bag and apply it in the hallway, but please DO NOT use a spray bottle. Most sunscreen has a chemical that will stain the floors.

A mid-morning snack will be provided by the school. However, if you would like to provide any special snacks throughout the year please let your teachers know at least a week before you would like to bring in the snack. While peanuts and peanut products are permitted, we ask that you do not bring tree-nut products. We will change this policy as dictated by the needs of the students.

One of the staff members will have a mobile phone every day. This phone is only to be used for **emergency contact between parents and staff, and will ONLY be answered from 8:30-1:00. The number is 240-780-1033.**

If you need to speak with a staff regarding a non-urgent matter, please use email. If you would prefer to speak with a staff member directly, please arrange a time outside of school hours.

Thank you for being a part of our St. Peter's family. We look forward to getting to know you and your children.

Thank you,

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