

# Pumpkin Patch Preschool



## Parent Handbook

# Enrollment & Tuition

**As we are conscious of these difficult times in our economy, we are keeping our costs down in order to increase the chances of preparing ALL children towards getting ready for Kindergarten.**

Tuition installments are due at the first of each month. The tuition is based on a total of 10 months. September-June. If payment is not received by the 10<sup>th</sup> of the month, a late fee of \$25 may be charged. If for some reason you need to cancel or temporarily suspend your child's enrollment anytime during the school year we would greatly appreciate at least 30 days notice.

There is a \$135 non-refundable registration fee due at the time of registration. This guarantees your child's space in his/her class, and goes towards supplies and snacks that will be used for your child.

**If you feel compelled to help out in the classroom, your participation would be GREATLY appreciated!!**

# School Calendar

The School Calendar is from September through June with the holiday schedule following that of the Bend-LaPine School District. Please see our website with coordinating calendar at [www.bendpumpkinpatchpreschool.com](http://www.bendpumpkinpatchpreschool.com), or ask to have a schedule printed out for you. No deductions for vacations, holidays or absences will be given.

## Rules and Regulations

**Release of Child:** If someone other than you is picking up your child after school, Pumpkin Patch Preschool must have authorization from you to do so. You do this by contacting the teacher in advance. We will need the persons contact information. We also ask that you inform your child of this, and give your child the name of the person picking them up.

**Dress Code:** At Pumpkin Patch Preschool we will be working with lots of different materials; paint, markers etc. We will also be spending lots of time crawling, jumping and participating in games. We ask that you dress your child in casual, comfortable shoes and clothing appropriate for the season.

**Absences:** It is not necessary to call if your child is not coming to school, except in the case of a an extended amount of time, or a highly contagious illness such as chicken pox, head lice etc.

**Field Trips:** There may be field trips scheduled throughout the school year. A parent/guardian must attend the field trip with their child. Due to car seat safety and limited vehicle space, the parent/guardian will be responsible for transportation to and from the field trip.

**Illness:** If your child has been ill during the night, awakens in the morning ill or is running a temperature, please be considerate of the other children and the teachers and keep your child home until they are feeling better. If your child, while at school, becomes ill with the following we are mandated to exclude him/her and you would need to come to take him/her home.

- Temperature of 101 or over
- Diarrhea- more than once/hour
- Vomiting

**Snacks:** Pumpkin Patch Preschool will provide a nutritious daily snack for our students. Parents often ask if they can bring snacks for the snack break. The answer is "YES". Just indicate to the teacher or aide when dropping off or picking up your child a date for which you wish to provide snacks, (examples) graham crackers, fruit, yogurt, cheese & crackers, applesauce etc. On occasions such as a child's birthday, a snack such as cupcakes or cookies is acceptable.

**\*All snacks must be store bought and packaged.**

**Problems/Concerns:** Please don't hesitate to discuss any problems or concerns with us. You can call, text, email or set up a time to meet in person any time between 8am-5pm, M-F.

**Snow Days:** We will follow the guidelines of the Bend-LaPine School District. If that district is closed, we will not hold class. If the district is on a delayed opening and morning kindergarten is cancelled, our morning preschool class will also be cancelled. Please watch KTVZ or listen to the radio reports for information on school closings.

**Contact information:**

Rorie Unrein 541-408-3208

[rorie.ellen@gmail.com](mailto:rorie.ellen@gmail.com)

[www.bendpumpkinpatchpreschool.com](http://www.bendpumpkinpatchpreschool.com)

**Billing address:**

Pumpkin Patch Preschool

21081 Pinehaven Ave.

Bend, OR 97702

\* To be qualified for enrollment, your child must be able to be independent of his/her parents and capable of handling his/her bathroom needs with minimal teacher assistance.

At our learning center, we strive to be more than just childcare. We believe in fostering learning and growth opportunities for young minds. Our staff is dedicated to helping each child reach their full potential. We provide a range of fun and educational activities throughout the day that nurtures children's physical and cognitive development. Here, you can trust that your child is being exposed to inspiring learning environments dedicated to cultivating a love of learning that will stay with them throughout their life.

Our main goals at this age are to help these children have a healthy, positive start towards many successful years ahead in school. We will be preparing them for kindergarten by practicing our letters and numbers both through songs, games and fun tracing activity sheets.

We teach our preschoolers to be compassionate and courteous to their friends and to themselves.

We do not use any form of discipline with our preschoolers. Instead, we keep them safe and redirect them into a positive place by helping them self-regulate their emotions and understand what their friends are feeling and experiencing too. Making mistakes and having conflicts is something we celebrate in preschool because it gives us so many opportunities to learn and understand our feelings.