



March 2019

Dear Parents,

We are excited about starting our 40th year of Stepping Stones Preschool. We appreciate you allowing us the privilege of sharing in the nurturing and loving of your child. You may help us by completing the following tasks by **April 29th**:

1. Complete enclosed forms.
2. You will need to obtain updated **Health forms** from your child's doctor (**a well child exam form #3105A or # 3040 and immunization form #680**).
3. You will need to bring us your child's original or certified copy of their **birth certificate**. If we already have your child's birth certificate on file, you do not need to issue us another copy.
4. VPK students, logon to **www.elcduval.org** to apply for VPK certificate. Please turn in certificate with all paperwork. **DEADLINE APRIL 23rd. PLEASE SEE ATTACHED INFORMATION SHEET.**
5. Please mail all other forms or drop them off by **April 29, 2019**.

An orientation for all parents is scheduled for Tuesday evening, **August 27th**, at 6:30p.m. in the church auditorium. After a brief group meeting, you will be able to spend time in your child's classroom and meet their teacher. This meeting is for **PARENTS ONLY** and will last about an hour.

Also, there will be a "Meet Your Teacher" day on Thursday, **August 29th**. This is a time that will be set aside for the children and their parents to come to school and spend 15-20 minutes with the child's teacher in the classroom. The teacher will contact you in mid-August to arrange a time for you to bring your child to school on that day.

The first day of school is September 3rd, 2019 for Tuesday/Thursday, four day and five day classes and September 4th for Monday/Wednesday/Friday classes. The children may start arriving at 8:45 a.m. with dismissal time 12:45 p.m. until 1:00 p.m. Early morning care begins at 8:00 a.m. and afternoon extended care is until 3:00 p.m. with an additional fee. You will receive additional information about Extended Day at the Parent Orientation.

If at any time you have questions or concerns, please do not hesitate to call the school office.

Sincerely,
Cheri Boyd
Director



2019-2020 Registration Form

Please choose your desired class and extended day options:

For office use only:

18 – 24 Months

___ 2 days (Tuesdays & Thursdays) (Tuition - \$240/mo)

Registration Fee: _____

2 Year Olds

___ 5 days (Monday thru Friday) (Tuition - \$350/mo)

___ 3 days (Mondays/Wednesdays/Fridays) (Tuition - \$280/mo)

___ 2 days (Tuesdays & Thursdays) (Tuition - \$240/mo)

Check Number: _____

3 Year Olds

___ 5 days (Monday thru Friday) (Tuition - \$345/mo)

___ 3 days (Mondays/Wednesdays/Fridays) (Tuition - \$275/mo)

4 Year Olds (must apply for VPK Certificate to qualify)

___ 5 days (Monday thru Friday) (Tuition - \$30/day for non-VPK Fridays)

___ 4 days (Monday thru Thursday) (Tuition – paid by VPK)

We ask for a \$130 donation (tax deductible) for any student enrolling in our VPK program.

Early Morning and Extended Day

I plan to use Early Morning (8:00a-8:45a) daily as needed not at all (\$5/day)

I plan to use Extended Day (12:45a-3:00p) daily as needed not at all (\$12/day)

Child Information (Child must be 18 months, 2, 3, or 4 before September 1, 2019)

Child's Name: _____ Preferred Name: _____

Date of Birth: _____ Present Age: _____

Child's Gender: _____ Ethnicity: _____

Home Address: _____ Zip: _____

Home Phone: _____

T-Shirt Size: Toddler Youth XS (2-4) Youth S (6-8) Youth M (10-12)

Parent Information (if parents live separately, please give alternate address and phone)

Alternate Address: _____ Zip: _____ Phone: _____

Mother's Name: _____ Cell Phone: _____

Mother's Email: _____ Work Phone: _____

Father's Name: _____ Cell Phone: _____

Father's Email: _____ Work Phone: _____

I understand that the **\$130 registration fee is non-refundable and is for the 2019-2020 school year**. If my plans change, I will notify the office immediately. All classes are subject to change based on enrollment.

Signature: _____ Date: _____



Stepping Stones Preschool
6233 San Jose Blvd.
Jacksonville, FL 32217

Child's Name _____ Name Called _____

Birth Date _____ Present Age _____ E-Mail Address _____

Address _____ Zip _____ Phone _____

Mother's Name _____ Employer _____

Business Phone _____ Cell Phone/ Beeper _____

Father's Name _____ Employer _____

Address _____ Zip _____ Phone _____

Business Phone _____ Cell Phone/Beeper _____

Please list 2 persons to be contacted in case of an illness or emergency

other than parents. (Parents will be contacted first)

Name	Phone#
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1. _____

2. _____

Please list all persons (other than parents) authorized to pick up your child at dismissal time, (relatives, car pools, housekeeper, etc.).

PICTURE IDENTIFICATION IS CHECKED.

Name	Day Time Phone & Cell #
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Screening

During your child's preschool years of life, many important skills and abilities are established. These skills are the key to success in school and later in life. We believe it is very important to monitor the growth and development of children in our care so we can provide help where it is needed and challenges for their continued progress. Please sign below if we have your permission to periodically monitor your child's growth and development. You will receive Progress Reports 2 times during the year to keep you informed of your child's development.

Signature of Parent or Legal Guardian

Date

Discipline Policy

Section 10M-12.013 of the Florida Statutes requires parents to be notified in writing of the disciplinary practices used at Stepping Stones Preschool. The parents or legal guardian's signature verifies that the parents or guardians have been notified in writing of the disciplinary practices of the school.

It is our job to instruct (to show, to model) the children what is acceptable behavior at our school. The staff establishes and consistently enforces reasonable, age-appropriate limits which helps foster self-discipline within the children. We place more emphasis on what children "may do" than what they "may not do".

Physical punishment is never used at Stepping Stones. Food and drink are never withheld from the children.

I, _____ have received in writing the disciplinary practices used by Stepping Stones.

Signature of Parent or Legal Guardian

Date

Parent's Permission

I hereby grant permission for my child to use all of the play equipment, to participate in all activities of the school and to leave the fenced playground under the supervision of the staff member. When my child enters the 4 year class, he/she has my permission to participate in field trips, if planned.

Father's Signature

Mother's Signature

EMERGENCY MEDICAL AUTHORIZATION

Child's Name _____ Birthdate _____

Mother's Name _____

Daytime Phone# _____ Cell # _____

Father's Name _____

Daytime Phone# _____ Cell # _____

Please list 2 persons to be contacted other than parents in the event of a medical emergency.

Name

Phone#

1. _____

2. _____

Child's Usual Source of Medical Care

Physician's Name _____

Address _____

Phone # _____

Special Conditions or Medical Information for Emergency Situations:

Medications taken regularly _____

Allergies (food or medication) _____

Speech or Vision difficulties _____

Please list any other medical information _____

Parent Consent and Agreement for Emergencies

As a parent/guardian, I give consent to have my child receive first aid by facility staff, and, if necessary, be transported to receive emergency care by the local 911 emergency units. I understand I will be responsible for all charges not covered by my insurance. I give consent for the emergency contact person listed above to act on my behalf until I am available. I agree to review and update this information whenever a change occurs.

Mother Signature _____ **Date** _____

Father Signature _____ **Date** _____

Stepping Stones Student Information

Child's Name _____

Child's Race/Ethnicity (used for ACSI reporting purposes only)

Please mark one: _____ Asian

_____ African American

_____ Native American

_____ Caucasian (not of Hispanic origin)

_____ Other _____

Name Child goes by _____ Birth Date _____

Home Address _____ Phone _____

Family Information:

Brothers/Sisters (please indicate ages and whether they live with the child)

Personal History:

Is child right-handed or left handed? _____

Has child had a previous group or preschool experience? _____

Does child have any special fears? _____

Are there any medical problems of which we should be aware?

Was your child premature at birth?

Does your child have any speech or vision difficulties?

Does your child have any behavior difficulties we need to be aware of?

Any additional information/concerns you would like to share with us?

What benefits do you expect your child to gain from our program?

Stepping Stones Parent Participation Form

Child's Name _____

Parent's Name _____

Please check your interest below:

_____ Serve as a room mother or co-room mother

_____ Help with Pizza Day

_____ Cut out materials for the teachers

_____ Help with Silent Auction/Spaghetti Supper fundraiser

_____ Make minor repairs to equipment

_____ Would you be willing to substitute as a co- teacher?

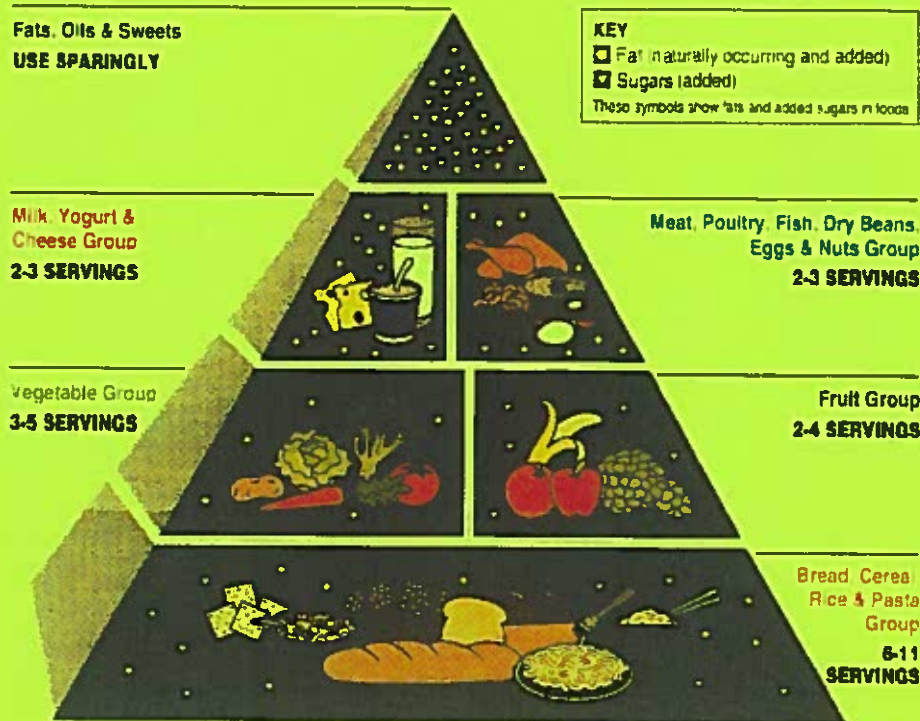
_____ Do you have a special talent, hobby or vocation you could share with the children? _____

What type of resources would you like the school to provide for your child?

What type of resources would you like the school to provide for parents? _____

Please share other ways you would like to be involved at Stepping Stones

Alternate Food Plan



We encourage you to use the food pyramid as a guide when preparing your child's lunch for school. Please fill out the form below:

Name of Facility: Stepping Stones Preschool

Name of Child: _____

Indicate Special Dietary Requirements/Allergies _____

I understand and approve the use of the Alternate Nutrition Plan. I agree to provide lunch for my child and to meet my child's nutritional and dietary needs:

Signature of Parent

Date

Statement of Biblical Values

Stepping Stones Preschool is Bible believing, Christ centered with our faith found in the scriptures. We seek to teach children what is authorized in the scriptures. We believe the Bible is the word of God, supernaturally inspired, without error in the original manuscripts and preserved by God so that it is a divinely authoritative standard for every age and every life.

As believers in the inerrant word of God, we believe there is significance to created order. The creator determines the purpose for his creation. In Genesis 2, God brought animals to Adam to name, for the purpose of demonstrating to Adam that none of those animals would suffice as a help-mate. God said "It is not good for man to be alone. I will make a helper suitable for him" (Genesis 2:18). As a result, God created Eve (woman) from Adam (man). Genesis 2:24 reads "For this reason a man will leave his father (man) and mother (woman) and be united to his wife, and they will become one flesh." In this passage, we find the creator's intent for His creation. His intent for marriage is for one man to be united to one woman, for life.

We teach children they are to obey their parents in the Lord and honor their father and mother which is the commandment with a promise. Ephesians 6:1-2

Train a child in the way he should go, and when he is old he will not turn from it. Proverbs 22:6

Lifestyle Statement

Stepping Stones Preschool believes that a child's primary role models and teachers are his/her parents (Genesis 2:24; Exodus 20:12; Deuteronomy 6:5-9; Ephesians 6:1-4). The school further believes that the family, as ordained by God, and set forth in Holy scriptures, consists of a father, mother, and child(ren).

I _____ understand that these are the family lifestyles and Bible teachings of Stepping Stones Preschool which is a ministry of San Jose Church of Christ.

Signature Required

Date



Smartcare
Leading Edge for Early Learning

Greetings Parents!

Smartcare is our classroom and school management application that we integrated last year with success! Please download the parent app to view balances, statements, pay bills, receive notifications from our center and much more.

Please provide your email below, and we will send an invitation to join Smartcare!

Parent 1

Parent 2

Sincerely,

Stepping Stones Staff