

Early Childhood Four-Year-Old Program

Dear Parents of EC-4 students,

Welcome to Nativity Catholic School's Early Childhood program for the four year-olds. We are anticipating a year of excitement, growth and change. The following is some general information about our program.

LOCATION OF CLASSROOMS - EC4-A morning class is located in POD #040, EC4-B morning class in POD #020, and EC4-C afternoon class in POD #040.

SESSION TIMES - The four-year-olds meet five days a week; A.M. session 7:45-11:00 or P.M. session 11:45-2:50. It is very important that your child arrive on time for class.

SNACK - Each session will have a snack time. Please do not send glass bottles, cans with metal pop-top lids, soda or candy.

EC-4 children are required to wear the Nativity P.E. uniform. Please label all items of clothing with your child's name.

The early childhood classes follow the same school calendar as the rest of the school, with the exception of the last day of school.

Please note that EACH CHILD MUST HAVE A COMPLETE PHYSICAL, ONE NOTARIZED EMERGENCY MEDICAL FORM, AND EARLY CHILDHOOD INFORMATION SHEET returned to the school office before the first day of school.

The OPEN HOUSE for all parents and students is in August following the Opening Liturgy at 2:30 P.M. in the Church for all students, parents, faculty and staff. We ask that you definitely visit us that day so your child can see his/her new classroom.

TWO HELPFUL HINTS FOR SUMMER MONTHS:

1. Your child needs to know about Church manners. The morning sessions will be attending Mass as a class with the rest of the school.
2. IT IS ESSENTIAL THAT YOUR CHILD CAN TEND TO THEIR OWN TOILETING NEEDS BY THE TIME SCHOOL STARTS, INCLUDING TELLING US WHEN THEY NEED TO GO AS WELL AS USING TOILET PAPER AND DRESSING INDEPENDENTLY. PULL-UPS OR TRAINING PANTS CANNOT BE WORN TO SCHOOL. IF A CHILD SOILS HIM OR HERSELF AT SCHOOL, A PARENT MUST COME TO SCHOOL TO CLEAN AND CHANGE HIM OR HER, OR TAKE THE CHILD HOME.

Have a wonderful summer and we are looking forward to meeting all of you.

EC-4 SCHOOL UNIFORM POLICY

SHIRT - Nativity P.E. logo

SHORTS - Nativity P.E. logo

SWEATSHIRT - solid navy or gray or Nativity logo (NO ZIPPERS - NO HOODS)

SWEATPANTS - solid navy or gray or Nativity logo

SOCKS - white or navy (no ruffles or logos) No socks above the knee.
No sport socks.

SHOES - tennis shoes with Velcro closures (or similar non-lacing style)

HAIR ITEMS - navy or white (no other color)

Ave Maria carries and sells our school uniform. The phone number is (813) 689-3561. Their website is www.avemaria.com. Our dress code can be found in the student handbook which is posted on our website.

EC-4 ARRIVAL AND DISMISSAL PROCEDURE

DROP-OFF for EC4-A

Please park your car on the south side of the school and proceed to the Early Childhood entrance and through the gate leading to the playground. Your child's teacher will open this gate at 7:30 A.M. At this time, your child will proceed to the classroom with the teacher. The gate will be closed at 7:45 A.M. Arriving on time is a great way to start your child's day off right so it is very important that you arrive by or before 7:40 am. If you arrive later than 7:45, you should proceed to the school office and sign your child in as tardy.

DROP-OFF for EC4-B

Please park your car on the south side of the school and proceed to the EC-4B classroom door located next to the Extended Day door. Your teacher will open this door at 7:30 A.M. At this time, your child will proceed into the classroom with the teacher. The door will be closed at 7:45 A.M. Arriving on time is a great way to start your child's day off right so it is very important that you arrive by or before 7:40 am. If you arrive later than 7:45, you should proceed to the school office and sign your child in as tardy.

DROP-OFF for EC4-C

Please park your car on the south side of the school and proceed to the Early Childhood entrance and through the gate leading to the playground. Your child's teacher will open this gate at 11:40 A.M. At this time, your child will proceed to the classroom with the teacher. The gate will be closed at 11:45 A.M. Arriving on time is a great way to start your child's day off right so it is very important that you arrive by or before 11:40 am. If you arrive later than 11:45, you should proceed to the school office and sign your child in as tardy.

PICK-UP for EC-4A & EC-4C

From Highway 60 enter the first entrance (NOT AT THE LIGHT) in front of the Church office and form a car line beginning at the Parish Center/Social Hall. REMAIN IN YOUR CAR WITH YOUR CHILD'S NAME IN FULL VIEW. Your child will be escorted to your vehicle. Please proceed beyond the church and exit by turning right (YOU MAY ONLY MAKE A RIGHT TURN) on Oakwood Avenue. Siblings of early childhood students in grades K-8 may also be picked up here as well. If you are selecting this dismissal location for your K-8 child, you must inform his or her teacher in writing.

PICK-UP for EC-4B

Please park your car on the south side of the school and proceed to the glass security doors outside the school office. EC-4B parents will line up along the brick wall at the outside classroom door. The doors will be opened by your child's teacher at 11:00 A.M. and the children will be dismissed directly to the individual parent.

Nativity Catholic School Potty Training Policy

Dear Parents of Early Childhood students,

As stated in the registration information, all children must be completely potty trained in order to be enrolled in Nativity Catholic School's Early Childhood Program/Extended Day Program. They must also be able to manage their clothing independently in the bathrooms.

We understand that this is a period of adjustment for your child and that accidents do happen. However, please understand that if your child is not able to use the bathrooms alone or does not ask to use the bathroom to ensure that accidents will not occur, after September 7th he/she will not be able to remain in the classroom/Extended Day Program until potty training is complete. When a child soils him/herself a parent will be called to the school to take the child home - or clean and change the student so the student may return to class. Students are required to keep a clean change of clothes at school at all times.

Sincerely,
Your Early Childhood Team,
Dr. Bernadette Kunnen, Principal
Pat Carpenter, Director, Extended Day Program

PLEASE COMPLETE THE FOLLOWING AND RETURN TO THE SCHOOL OFFICE BEFORE THE FIRST DAY OF SCHOOL.

Family Name: _____ Student Name: _____

I fully understand Nativity Catholic School's Early Childhood Program/Extended Day Program policy regarding potty training and agree to cooperate and follow recommendations if needed.

Mother's Signature _____ Date _____
Father's signature _____ Date _____

EC-4 INFORMATION SHEET

PLEASE PRINT CLEARLY AND RETURN TO THE SCHOOL OFFICE

CHILD'S FULL NAME _____

BIRTHDAY _____

TELEPHONE NUMBER _____

ADDRESS _____

E-MAIL ADDRESS (If both you and your spouse would like to receive the emails, please list both of your email addresses.) PLEASE PRINT CLEARLY.

MOTHER'S NAME _____

PLACE OF EMPLOYMENT _____

OCCUPATION _____

WORK PHONE _____ CELL PHONE _____

FATHER'S NAME _____

PLACE OF EMPLOYMENT _____

OCCUPATION _____

WORK PHONE _____ CELL PHONE _____

Siblings (Please list names/ages/grades and school) _____

Is a language other than English spoken at home? Which Language?

Does your child have any physical problems we should be aware of? (allergies, hearing, speech, vision)

Additional comments or information that you think might be helpful to us.

Please give the names of persons allowed to pick up your child: _____