

# **LUMC PRESCHOOL/CDO BACK TO SCHOOL NEWSLETTER AUGUST 2019**

The first days of school are fast approaching. We want to offer a warm LUMC welcome to all new school families. We are looking forward to seeing our returning families to see how much your little ones have grown over the summer. **Get excited for a TERRIFIC school year!**

**August Calendars for all Age Groups are at the end of this Newsletter. Please note – each age group has different days and times for visits and transition classes.**

## **PARENT ORIENTATION SESSIONS**

We would love for all parents to attend an evening Parent Orientation session. Each evening will include an information session with the director and your child's teacher plus an opportunity to see your child's classroom, ask questions, turn in paperwork, etc. This evening is for **ADULTS ONLY** please. **Our teachers strongly encourage your attendance.** Each orientation session will be at LUMC and will last approximately 1 ½ hours. Please plan to attend according to the following schedule:

**CHILDREN'S DAY OUT – Thursday, August 22, at 6:30 PM  
(in the main church building) enter through the west doors.  
There will be someone there to direct you.**

**Pre-K - Thursday, Aug. 22 at 7:00 PM  
In the sanctuary of the main church building. Enter through the west Church doors.**

**T-K & 3-Yr.-Old Preschool – Monday, Aug. 26, at 7:00 PM  
In the sanctuary of the main church building. Enter through the west Church doors. There will be someone there to direct you.**

**Please do not call the office if you are unable to attend. Teachers will give you the hand-outs the first time you bring your child to school but will be unavailable to chat or answer questions during classroom visit days or transition classes.**

## **TEACHER ASSIGNMENT LETTERS**

Watch your mailbox for teacher assignment letters that will be mailed via US mail in the middle of August. They will have specific times for Classroom Visits and Transition Classes for Preschool. Please be aware that children in the same class have different times assigned.

## **CLASSROOM VISITS**

All children will have the opportunity to meet their teachers and see their classrooms prior to their first regular day of school during class times according to the following schedule:

CDO – Monday, August 26

3-yr.-old Preschool – Tuesday, August 27

Pre-K – Monday, August 26

T-K – Tuesday, August 27

**Specific times for your child's class visit will be noted in the Teacher Assignment letters you will receive via US mail in the mid- August.**

## **ENRICHMENT**

Enrichment classes will begin Monday, September. 9.

## **BUILDING SECURITY**

To help keep our buildings secure, you will need this year's "Parent Code" to enter both the Preschool and CDO buildings. This one code will work for **BOTH BUILDINGS**. I strongly recommend you put the code in your cell phone or record it in another secure place now. Also, if you ask someone else to pick your child up from school, be sure to give them the code in addition to bringing their driver's license. Your children's safety and security will continue to be our top priority.

## **COMMUNICATION**

If you haven't received summer e-mails from the preschool or don't have an email address that is checked frequently, please let us know at [lori.campbell@lenexaumc.org](mailto:lori.campbell@lenexaumc.org). The preschool will use email as our primary means of all mass communication with parents this school year. Please let us know if you are not receiving our monthly newsletters or other emails from us and check your spam or junk mail frequently if you have strong filters in place. Specific notes pertaining to your child's class or age groups will be sent home via backpacks so please plan to check your child's backpack every day also.

## **DRESS**

School attire should be comfortable enough to allow children the freedom to play and be easily manipulated for independent bathroom skills. Everyday play clothes are perfect. We do MANY messy activities so make sure your child's clothing can tolerate paint spatters, play dough, mud, etc. **Closed toed/soft soled shoes and socks are MANDATORY every day!** Tennis shoes rule here at LUMC and our teachers especially love Velcro tennis shoes! Flip flops, sandals, boots, dress shoes, crocks, heels, etc. cause unnecessary accidents and injuries – and are a BIG NO at school. We appreciate parents that follow this rule consistently. If your child resists wearing tennis shoes, feel free to ask Ms. Lori to be the "bad guy" while explaining this important rule to your child.

## **HANDWASHING**

Washing hands is a vital component of our school day and a self-help skill with great health benefits. Hands are washed numerous times at school each day. Please help your child practice independent hand washing at home to make them more comfortable and familiar with our protocol: Upon arrival at school and throughout the school day we will have children push up long sleeves, then:

1. Turn on the faucet and wet their hands.
2. Push down **ONE** squirt of liquid foaming soap; rub hands together making sure to lather between fingers, the back of hands and wrists.
3. Rinse hands thoroughly under running water while singing the hand washing song.
4. Dry hands with one paper towel and throw the towel in the trash can.

Helping your child develop this technique at home will boost your child's confidence and will be a tremendous help to our staff.

Our hand washing song to "Here we go 'round the Mulberry Bush" is:

***This is the way we wash our hands,  
Wash our hands,  
Wash our hands,  
This is the way we wash our hands,  
We wash the germs away.***

Practice and have fun singing this with your child while they wash their hands!

## **BATHROOM ISSUES**

The LUMC preschool definition of "potty trained" is for a child to be able to identify when they need to use the potty, pull down underwear and clothing, use the potty, wipe themselves, pull underwear back up, flush, and wash their hands. For child protection reasons our policy dictates that we do not wipe children's bottoms, with the exception of children in diapers in the toddler room or pull-ups in the older CDO room. We will obviously offer additional assistance to children in the case of a messy accident or help with difficult clothing. Please talk to Lori if you have questions.

## **CHILD PROTECTION**

All Preschool/CDO staff members have received the United Methodist Child Protection Policy training. We take the protection of all children in our care extremely serious. We know your children are the most precious gifts in your life. We also want you to know that we are a school where gentle touches, high fives, and warm hugs are frequently dispensed by staff members. If you know that your child may not be comfortable with this kind of physical contact from adults, please be sure to inform Ms. Lori **before** the first day of school via email or note.

## **SCHOOL SUPPLIES**

School supplies for the year are paid for out of the Registration Fee. However, it is imperative you bring an extra set of clothing for your child each day in their designated school bag. Additionally:

1. Every student should bring a no spill, easy to operate water bottle with them to school every day. Students will drink from them throughout their class time as they become thirsty, and for lunches if they eat lunch here.
2. Preschoolers should bring a **large** backpack and a complete change of clothing (including underwear and socks) to school every day.
3. Older 2's/Younger 3's CDO – please bring a complete change of clothing (including underwear and socks or pull-ups with tabs if not potty trained) to school every day in a designated school bag, plus their lunch.
4. Toddlers can use any bag designated for school use only and need to bring a one-day supply of diapers and a change of clothing (including socks) with them to school each day, plus their lunch.
5. Enrichment students should bring their lunch and spoons, straws, etc. with which to consume their lunch.

## **SCHOOL RULES**

LUMC has a few basic school rules that help keep everyone safe. We use our “walking feet” and “inside voice” while in the school buildings, and we always put our “right hand on the rail” when navigating stairs. Please help us consistently enforce these rules when you are in the school buildings with your child. It helps children feel secure and is a great reinforcement when parents and teachers have the same expectations.

We will strive to achieve a CULTURE OF KINDNESS while we will be modeling and encouraging children to follow another important rule..... **the Golden Rule.**

**Treat others the way you wish to be treated.** Luke 6:31. Our staff will make frequent referrals to this rule and will praise children for following this rule throughout the school year. We invite you to join with us on this quest.

Research has revealed a child's biggest indicator of academic success in school is to attain a high level of social skills (the ability to function well in a group.) When students feel emotionally and physically safe, valued as a part of a group, and are assured their thoughts and ideas will be respected, they are in an optimal learning environment. As we all work together to focus on the “Golden Rule” we can be a great reflection of God's love to all your children and to each other.

## **PARKING**

Arrival and departure times are busy. Please hold your child's hand and use extreme caution as you come and go. **Children should NEVER go outside the church/school doors without an adult for obvious safety reasons. CDO parents should park in the northwest parking lot and enter/exit through the glass double doors on the northwest side of the main church building. Preschool parents should park on the south or southwest parking lot and enter through the west glass double doors of the preschool building.**

## **BACK TO SCHOOL BOOKS**

Books are an excellent way to help children verbalize and understand some of the emotions they may experience with beginning a new experience like starting school. All our staff will be reading books about beginning school, missing mom and dad, and making new friends during the first few days. The “Kissing Hand” has been a perennial favorite here for years. This year our preschoolers will be starting off the year with some other books:

Our 3-yr.-old preschoolers will all read - “Llama Llama Misses Mama” – This is a quick easy rhyme about missing mom with a happy ending. All children can relate to and love this sweet book.

For Pre-K – “Pete the Cat Rocking in My School Shoes” – This year Pete will be a prime mascot in Pre-K. Our Pre-K teachers will read this fun rhyming book to begin the year. Expect to find us all be jamming out to the lyrics of “Rocking my school shoes” throughout the year!

TK will be reading “David Goes to School” by David Shannon, on their first day.

Some other favorites that will be read in the classrooms over the first week will include, “I’ll Always Come Back” by Joy Allen, “Countdown to the First Day of School” by Ann Marie Harris, and “The Night before Preschool” by Natasha Wing.

Reading books about school and separating from parents is a great way to give children a bit of perspective about what “school” is....and to open conversations about fears, concerns, etc. You can find many of these books at the library or at Barnes and Noble.

## **CARNIVAL/OPEN HOUSE**

Please mark Monday, October 7, on your calendars for our annual Carnival and Open House from 5:30-7:30! This fun evening serves as both a community builder and fundraiser that provide extras for our program. Bring your entire family for a pizza dinner, enjoy simple preschool carnival games, and visit your child’s classroom to see their teacher and their “first” work. Grandparents, neighbors, and friends are all welcome to join in the fun.

## **TUITION**

Tuition is due on the **first** day of each month. A \$15 late fee is assessed after the 10<sup>th</sup> of each month. Tuition is broken down in to nine equal monthly payments Sept. – May for parent’s convenience even though there may be a different number of attendance days each month. Failure to pay tuition will result in your child’s dismissal from school. **We accept check or cash payments.** A tuition box is located outside of both the Preschool and CDO offices. You may also pay online via our website with a 3 % charge added.

Additionally, we have an automatic payment system to make things easier for you. The form is attached to this newsletter. It should be returned to the preschool office with a voided check if you wish to use this system. If you used our auto payment system last year, we will assume you will plan to continue. Be SURE TO LET US KNOW if any account information has changed, or you NO LONGER WISH TO USE AUTO PAY. If you set up automatic payments through your bank, or will be mailing checks, the checks and envelope must be addressed to **LUMC PRESCHOOL** or the church will cash them.

The next tuition payment will be due October 1.

### **CDO NEWS**

There are a few specifics in our CDO classes I wanted to make sure everyone was aware of:

1. CDO Transition classes will be held the last week of August and will last one hour. This means there will be no lunch and no rest time. (See calendar at the end of this newsletter for your child's day/time.)
2. CDO Parents need to use **1975\*** when entering the building. The numbers will only work if the asterisk is added after in the church building.
3. In the Older 2's and 3's Classroom, we allow pull-ups with tabs only (NO DIAPERS) if your child isn't fully potty trained. Parents will need to provide the pull ups each day. The school will provide non-scented wipes.
4. All CDO children sit at a table unrestrained to eat lunch. If your child has only consumed food from a highchair, please begin now giving them the opportunity to sit at a child size table and eat multiple times from now until school starts, reinforcing this is how they will eat at school. This will be a BIG help to our CDO teachers.

### **SUBSTITUTE TEACHERS**

We are always in need of additional names on our substitute list for both teachers and aides. If you would be interested in helping us out when the need arises, email Lori and let her know what days/hours you might be available.

### **ALERT SYSTEM**

Our school utilizes an "alert system" that will text, call, or email reminders and important information to parents when necessary or in the event of an emergency. It is extremely important that you keep us up to date on current phone numbers and email addresses, so we can keep our system accurate.

### **BIRTHDAYS**

Children's birthdays or half-birthdays will be recognized in simple ways in their classrooms during the school year. Birthday invitations may not be distributed at school. Please save treats for your birthday parties at home. This helps us diffuse the issues we have with food allergies. We appreciate your help in abiding by this policy.

## **CHEERS AND TEARS**

Whether you are shedding tears about school starting or shouting Hooray, we've got you covered....After you drop your child off for their transition class the last week in August, you are invited to the Cheers and Tears room to enjoy coffee, juice, and water while meeting and visiting with other parents. The CDO room will be in the church Library, Room 205, August 27, 28, and 29. Our Preschool room will be in the Lunchroom, Room 110, August 28 and 29. Kleenex also provided.

## **SEPARATION ISSUES**

With all the excitement surrounding the beginning of school, there are also many children and parents that experience separation issues. The next two pages of this newsletter is an article I wrote to offer some guidance in dealing with separation. As always, we will partner together in navigating this process, so please ask questions or share concerns as you have them.

### **Dealing with your Child's Separation Anxiety**

The beginning of a new school year is an exciting time. Facing a new experience can be daunting for children as well as adults. Parents bringing their children to CDO or preschool for the first time often worry about their child will react and how they will feel if their child cries or clings to them. Here are some hints to help you and your child get through separation anxiety:

**Remember that separation anxiety is a common experience and can occur any time during childhood.** For some, this is a child's first opportunity to deal with fear and coping. It is a healthy learning experience. It can start on the first day of school or any time after that.

**"School"** is an abstract and unfamiliar concept to young children new to our program. Our initial short visits and transition classes will help your child gain perspective. Even our returning students need time to adjust to a new classroom, new teachers, and new friends.

**Talk about school by using positive words.** Conversations about school should center on the fun things the children will do and play with, assuring them they will have fun, make friends, have nice teachers, and enjoy many happy experiences.

**Tell your child what you will be doing while they are at school.** Young children can't imagine where you go when they aren't with you. It will help them to know what to expect and where you will be spending your time. It is a good idea to explain to your preschooler you will be saying good-bye and then going to the grocery store, home to clean, etc. (anything they won't find exciting). When dropping off your child, repeat where you are going in front of the teacher. This enables them to reassure your child with the same words you used.

**Don't sneak away at drop off.** Overcoming separation anxiety has to do with trust. Your child needs to trust you as well as their teachers. It is just as appropriate to say good-bye to a crying child as a smiling child. The key is for parents to smile throughout the experience. If a parent looks sad or anxious, the child's fears will be exacerbated. They take their cues and react from you and your emotions.

**Create a goodbye ritual.** Create a ritual you will use each time you leave your child at school. "Hug, kiss, high five, I love you" works wonders for anxious children. Using the same ritual every time you leave them helps children feel safe and gives them a concrete idea of what to expect from you – their most trusted adult. Please save your tears for the parking lot (or my office if you need a shoulder to cry on).

**Keep your good-bye short, and don't linger.** Perform your good-bye ritual with your child, then turn and walk away. If you linger, the child may perceive that you don't think he/she will be all right. If you leave, you give the message you are confident in the teacher and your child's ability to adapt. Please try to keep your tears for the parking lot. Children pick up on parental emotions and ambivalence and will act accordingly. You don't have to leave the building, but we do ask you leave the room or classroom door, so your child can't hear or see you. Parents are free to call to check on a little one that was upset upon leaving. Our staff has years of experience and want to help your little one adjust as quickly as possible.

**Add Structure.** Preschoolers love structure. Adding structured activities at home will help prepare your child. Read for 15 minutes, work on art for 15 minutes, and then play outside for 15 minutes. Getting your child used to a beginning and ending will help your child understand and adjust to the transitions we use in school.

**Be honest about feelings.** Little kids have BIG feelings. Label the feelings you think your child is experiencing. (scared, worried, sad, angry) Reading a book like the "Kissing Hand", "Wemberly Worried", or "Llama Llama misses Mama" can initiate conversations about feelings and separation. Talk about a time you felt the same way and what you did to feel better. Help your child think of strategies to use when feeling lonely or sad at school (tell a teacher, draw a picture, hug a doll or stuffed animal, read a book) Labeling feelings and empathizing will help your child feel heard and understood. Give them the confidence that you know they can handle it. Make sure not to project your own feelings or doubt on to your child.

**Transitional objects.** Sometimes having a security item provides an anchor for a child while they are away from parents. They could bring a blanket, a family picture, or something that is concrete and reminds them of you. (Your child's



teacher or the preschool director can help you with additional ideas. How about leaving a kiss on the back of your child's wrist with bright lip stick?

**Lastly, don't be late in picking them up!** Being on time for pick-up is extremely important for all children. No one wants to be left waiting in the classroom when all the other children have gone home. Make it a priority to be on time for pick-up every single day.

# THE LENEXA UNITED METHODIST CHURCH PRESCHOOL

## Tuition Payment

**\*Please attach a voided check & return with this form.**

*This authorization is only valid for the current school year (October 2019 - May, 2020).*

### Authorization Agreement

#### for Direct Payment (Automated Clearing House Debit)

#### Authorization Agreement

I (we) hereby authorize **THE LENEXA UNITED METHODIST CHURCH, INC** to initiate DEBIT entries to my (our) checking or savings account indicated below at the depository financial institution named below, hereinafter called DEPOSITORY, and to DEBIT the same to such account. I (we) acknowledge that the organization of ACH transactions to my (our) account must comply with the provisions of U.S. law.

#### Account Information

Name(s): \_\_\_\_\_

Name of Financial Institution: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Routing Number: \_\_\_\_\_

Account Number: \_\_\_\_\_

Checking

Savings

#### Payment Information

**Start Date:** 10-01-2019      **End Date:** May 31, 2020      (Unless child disenrolls prior to this date)

**Frequency of Payment:**      1<sup>st</sup> of each month

**Amount:** \$ \_\_\_\_\_

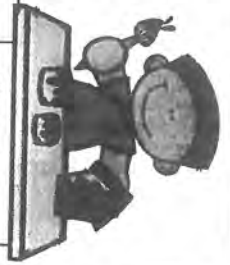
#### Signature

This authorization is to remain in full force and effect until **THE LENEXA UNITED METHODIST CHURCH, INC** has received written notification from me (or either of us) of its termination in such time and in such manner as to afford **THE LENEXA UNITED METHODIST CHURCH, INC** and DEPOSITORY a reasonable opportunity to act on it.

Authorized Signature (Primary): \_\_\_\_\_ **Date:** \_\_\_\_\_

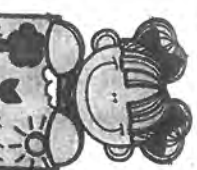
Authorized Signature (Joint): \_\_\_\_\_ **Date:** \_\_\_\_\_

**\* Please note: This authorization is only valid for the current school year (October 2019 - May, 2020). If you will be returning to LUMC next year, you will need to complete a new form at that time. All authorization forms are due in the preschool office by the 20<sup>th</sup> day of the month to ensure that the account can be activated prior to the first of the month.**



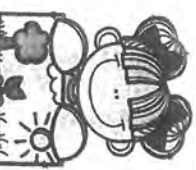
# T-K August

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26 T-K Parent Orientation 7:00 p.m.	27 T-K Class Visits	28	29 T-K 1 <sup>st</sup> Day of School! ☺	30	31



Pre-K  
**August**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22 Pre-K Parent Orientation 7:00 p.m.	23	24
25	26 Pre-K Class Visits	27	28 Pre-K Transition Classes	29	30 NO SCHOOL	31



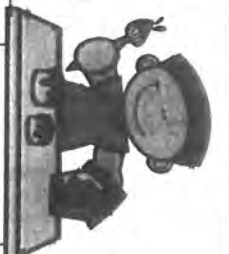
# 3's August

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

3-year-old Preschool  
Parent Orientation  
7:00 p.m.

3-year-old Preschool  
Class Visits

3-year-old Preschool  
Transition Classes



# CDO August

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
CDO Transition Classes this week according to the dates & times listed						