Parent Responsibilities for FUMC Early Childhood/Preschool Program

A) Complete registration forms and turn in with registration fee of $50 to Director/Church Office.
B) If possible, please call in all absences to the church office at 815-476-5474 and leave a message with child’s name.
C) Sign up helpers are now on a voluntary basis for those parents who want to help and are able to help in our classrooms.
   a. Parents need to sign up to help 1 party day.
D) A calendar will be given out monthly
E) PLEASE TURN CELL PHONES TO A LOWER VOLUME OR ON VIBRATE WHILE HELPING ON PARTY DAYS OR IN THE CLASSROOM.
F) Sign child in/out on daily attendance form
G) Pay tuition fees monthly on the first Friday of the month – Checks should be made payable to FUMC Preschool.
H) Pick up child(ren) by 12:00 P.M. on Fridays; 12 Noon on Mondays and Wednesdays
I) Please let me know 2 weeks in advance if you will no longer be using the program
J) Mark all belongings with child’s name
K) DO NOT SEND MEDICINE to school if child is sick – RUNNY NOSE, FEVER – please keep them home.
L) Do not send treats like gum or suckers. Snack is provided every day your child attends school.
M) On Fridays, bring child a lunch with beverage and please no microwaveable food items
N) Bring disposable diapers or pullups, wipes, extra set of clothes in book bag to hang by child’s mailbox hook located in the hallway outside his/her classroom.
O) Dress your child in play clothes.
P) Send your child’s own blanket, pillow, and a doll or toy to snuggle for Quiet Time use if your child attends on Fridays and still naps.
Q) Don’t bring special toys to school unless okay to share with the class.
R) Birthdays are celebrated in our classrooms. Please check with your child’s teacher for any allergy alerts.

CHURCH PHONE: 815-476-5474