



Wyckoff Reformed Church Nursery School
580 Wyckoff Avenue
Wyckoff, NJ 07481

Dear Parents:

Welcome to a new school year at WRC Nursery School. We are looking forward to everyone making new friends and having fun while learning.

In keeping with New Jersey's child care center licensing requirements, we are obligated to provide you, as the parent of a child enrolled at our center, with an informational statement entitled *Information to Parents* (enclosed).

The statement highlights, among other things: your right to visit and observe our center at any time without having to secure prior permission; and the obligation to be licensed and to comply with licensing standards; and the obligation of all citizens to report suspected child abuse/neglect/exploitation to the State's Child Abuse Hotline at 1(877)NJABUSE/1(877)652-2873.

Please read this statement carefully and, if you have any questions, feel free to contact me at (201)847-1330.

Also enclosed are documents regarding policies and procedures that you should maintain at home. The documents to be returned are marked with an asterisk on the *Table of Contents* page. These forms must be returned by June 2, 2017.

Thank you for your cooperation and we look forward to a wonderful school year.

Sincerely,

Kat Naumann
Director

TABLE OF CONTENTS

Documents included in Parent Packet:

- Information to Parents
- Policy on the Release of Children
- Policy on Discipline
- Expulsion Policy
- Nut-Free Policy
- Policy on School Closings
- Policy on Technology and Media
- Policy on Daily Rest
- Policy on the Management of Communicable Diseases
- Policy on Administration of Medication
- Immunization Requirements
- **Universal Child Health Record***
- Instructions for completing the Universal Child Health Record
- **Required Signatures***
- **Medical Emergency Card***
- **WRC Nursery School Background Information***

Required forms not included in Parent Packet:

- **Form for immunizations***

Please obtain from your pediatrician a dated and signed list of all immunizations.

Remember to include the two new state required vaccines for Pneumococcal and Influenza discussed on the *Immunization Requirements* included in this packet.

*** These documents must be completed and returned before the first day of class.**