

Pick-Up & Drop-Off Policy

All children must be signed in and out each day – you will find the logbooks located by the doors to each building. You must accompany your child to their designated classroom/play space and check in with a teacher before leaving. *Please do not leave your child without letting the onsite teacher know.*

Please help us control the hectic drop-off/pick-up times by *keeping conversations with teachers brief and limiting time spent in the classroom.* Although our teachers would love to have the time to speak at length about your child's day, they are still responsible for the care of all remaining children. Children become very excited when parents enter the classroom and it becomes difficult for teachers to maintain control.

If you have specific instructions for teachers, you may leave a note in the Daily Parent Log or in your child's folder (for Infants). Please verbally let teachers know you have specific questions/recommendations that they need to read. All daily information should be provided to you in the Daily Info Sheets. If there is specific information that you need, you can email Ms. Pashi or schedule a meeting with teachers at any time.

If your child is at the playground, please open the gate and come in to retrieve your child. Teachers will no longer be standing at the gate to let parents in.

While dropping off and picking up children, please do not block the MAIN ENTRANCE doors. We need to provide clear access for children, staff and parents.

When parking, make sure to turn off the car and pull up fully into each spot – this includes all parallel spaces in front of the Main entrances. This will allow us to maintain safe passageways for cars and pedestrians. Also be aware that if you are pulling into the driveways between the hours of 10am-12:30pm & 3:30-5:30pm that children will be going to and from the playground – always maintain slow speeds.

Children must always hold hands with an adult when walking to and from their car.
Please do not let your child run unaccompanied in the parking lot.

Open Door Policy

We invite parents to visit the Center whenever they would like. We continually seek the active involvement of all of our parents and immediate family members in our programs, particularly in following their child's progress.

We ask parents to respect the classroom routines, schedules, and pick-up and drop-off times when visiting.

Although our teachers would love to have the time to speak at length about your child's day, they are still responsible for the care of all remaining children. If you would like to spend extra time observing your child's interactions and activities in the classroom, please schedule a time to visit – the best times for this are during the late morning when children are engaged in activities.

We encourage parents to make appointments with the Director or child's teacher if they would like to discuss their child's progress at length.