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## TEACHERS

|  |
|--|
| Mary Ann Askelson, Director/Head Teacher |
| Tammi Anderson, Assistant Teacher        |
| Katherine Upchurch, Aide                 |
| Deb Plugge, substitute                   |
| Cynthia Kemp, substitute                 |

## 2007-2008 PRESCHOOL BOARD MEMBERS

|                                   |          |
|-----------------------------------|----------|
| Bruce Dibble, Chair               | 624-5170 |
| Lisa McDonough, Vice Chair        | 624-1311 |
| Cristin Bock, Registrar           | 688-9240 |
| Amy Turner, Rec/Financ. Secretary | 512-5299 |
| Mark Kistler, Treasurer           | 338-6171 |
| Kay Scheetz, Publicity            | 351-9704 |
| Amy Frank, Recording Secretary    | 626-2507 |
| Vicki Betts, Member At-Large      | 351-7127 |
| Susan Betts, Parish Ed            | 351-2147 |
| Pastor David Aanonson, Ex Officio | 338-5236 |

## 2007-2008 SCHOOL CALENDAR

|  |   |
|--|---|
| Sneak Preview Days:  | August 21 & 22, 2007                                    |
| First days of school:  | August 23 & 24, 2007                                    |
| Labor Day – No School:   | September 3, 2007                                       |
| Class & Individual Pictures:   | September 24 & 25, 2007                                 |
| Thanksgiving Break – No School:  | November 21, 22 & 23, 2007                              |
| Christmas Break – No School:   | December 20, 2007– January 2, 2008                      |
| School starts:   | January 3 & 4, 2008                                     |
| In-service Day – No School:  | January 21, 2008  |
| Parent/Teacher Conferences – No School:  | January 30, 31, Feb 1, 2008                             |
| Make up days for conferences due to unforeseen circumstances (weather, teacher ill): | February 6, 7, 8, 2008                                  |
| Registration for current students & siblings and children of church members:         | February 1, 2008  |
| Registration open to public:   | February 15, 2008                                       |
| Spring Break – No School:  | March 17-21, 2008                                       |
| Last Days School:  | May 6 & 7, 2008, 9:15-11:15 ( <b>Note time change</b> ) |

## 2007-2008 Tuition Payment Schedule

The Annual Tuition is divided into 9 equal parts.

| Date Due             | Amount Due      |                   |                      |
|----------------------|-----------------|-------------------|----------------------|
|                      | T/TH classes AM | M/W//F classes AM | M/T/W/T/F classes AM |
| 1. August 1, 2007    | \$125           | \$185             | \$310                |
| 2. September 1, 2007 | \$125           | \$185             | \$310                |
| 3. October 1, 2007   | \$125           | \$185             | \$310                |
| 4. November 1, 2007  | \$125           | \$185             | \$310                |
| 5. December 1, 2007  | \$125           | \$185             | \$310                |
| 6. January 1, 2008   | \$125           | \$185             | \$310                |
| 7. February 1, 2008  | \$125           | \$185             | \$310                |
| 8. March 1, 2008     | \$125           | \$185             | \$310                |
| 9. April 1, 2008     | \$125           | \$185             | \$310                |

Addressed payment envelopes are included with each month's newsletter.

The address is: Amy Turner  
1603 Crosby Lane  
Iowa City, IA 52240  
Phone: 319-512-5299

If you need a receipt for any reason (work, taxes, etc.) include a self addressed stamped envelope with your tuition check.

Upon registration, the parents will sign a preschool/parent contract.

Contract begins on the next page.

## **I. OUR PURPOSE**

- A. We will provide a Christian setting for learning and growing. This program is not to take the place of the Sunday School program at your church, but it is intended to expand your child's perception of God in her/his daily activities and environment. No specific church doctrine is included, but Christ's daily presence in our lives is taught informally, at the children's level of understanding.
- B. We will provide experiences to aid in forming favorable attitudes toward others by helping each child learn to: function well in a group, listen to others, wait for her/his turn, assume responsibility, cooperate, and be a good leader and a good follower.
- C. We intend to stimulate your child's interest in the amazing world around her/him through mental, physical, spiritual, and social experiences.
- D. We will encourage your child to feel very, very good about herself or himself.

## **II. CURRICULUM**

- A. Our program includes short Bible stories, Christian songs, and short prayers, along with varied activities in language arts, music, science, social studies, physical development, and creative art.
- B. Our units include: letters, colors, numbers, shapes, holidays, animals, safety, manners self-concept, hygiene, and nutrition.
- C. The preschool equipment has been chosen to encourage both structured and unstructured activities.
- D. Field trips are sometimes taken during the school year. Resource people are brought into the school to work with the children.
- E. If this is your child's second and/or third year at preschool there will be some repetition, but many different activities will also be introduced. Remember learning is an ongoing process with a lot of repetition (example: the number of years addition facts are repeated?)

## **III. OUR ROUTINE (approximate time)**

- 8:45 Greet children - Health Check
- 8:55 Call children to calendar (shorter time in Fall) During this time we do a variety of quiet and active activities: A Prayer, Today is, Weather, Story, Finger plays, Songs, Bible story, Puppets, Me Poster, Language Arts, Science, the ABC's, Numbers, Spanish, etc. Show and Teach (at least once a month); Explain art
- 9:30 Art
- 9:45 Activity time  
(Different activities set out for children)

- 10:15 Clean-up time; Pick up toys, etc.  
Bathroom time
- 10:30 Prayers, Snacks, Learning sign language
- 10:45 During nice weather: story, outside play  
During bad weather: games, story inside
- 11:15 Dismissal

#### IV. CLASS INFORMATION

- A. Each class is limited to 20 children [with a maximum of 8 three-year-olds per class to comply with State of Iowa regulations]. They meet for 2 1/2 hours either two or three days a week. Children may attend five mornings.
1. The Tuesday/Thursday morning class meets from 8:45 to 11:15 a.m.
  2. The Monday/Wednesday/Friday morning class meets from 8:45 to 11:15 a.m.
- B. Our school year, holidays, vacations, and snow days coincide with those of the Iowa City public schools. We are in session for President's Day in February, but we observe the Good Friday holiday. We do not make up any bad weather days, or other days missed.
- C. If your child is ill or will be absent for any reason please call the church secretary at 338-5236 after 8:15 a.m. Thank you! If your child has strep throat or chicken pox and they may have exposed other children please tell her. Please keep your child home 1 day after fever free, coughing free, and vomiting free.

#### V. ENROLLMENT

- A. Registration begins February 1 for members of Christ the King Church and currently enrolled preschool students and their younger siblings. Registration opens to the public February 15.
- B. To enroll in Christ the King Christian Preschool, complete registration forms and preschool/parent contract, along with a \$50.00 **non-refundable** fee to be sent to the Registrar. When filling an opening in the class, the Registrar will expect an answer of yes or no within 48 hours of the first phone call.
- C. The following enrollment requirements have been established in order to comply with the State licensing standards and laws.
1. Your child must be three years old and potty-trained to enroll in classes.
  2. Your child cannot be attending kindergarten.
  3. Parents must provide the preschool with:
    - a. Health information form signed by a physician, (the exam should be given within the last six months)
    - b. A certified immunization record card signed by health official and the parent.

- c. A registration and emergency information sheet and preschool/parent contract signed and returned.

All forms will be held confidential. Completed forms must be on file with Christ the King Preschool **prior to your child attending school to be in compliance with Iowa State Law.**

4. After a serious illness or other medical situations (pinkeye, poison ivy, chicken pox, etc.), a medical clearance statement must be provided to the preschool before the child can be re-admitted.
5. Teachers must be notified of any change in address, phone number, name, emergency number, etc.

## VI. TUITION

- A. The annual preschool tuition has been divided into nine equal payments. The first payment August/May is combined as one payment due August 1, 2006. The tuition payments throughout the remainder of the school year are the same each month regardless of the number of days of school in session or causes for temporary withdrawal, such as family vacations, illness, injuries, or bad weather. There is no prorating for any reason. If you start mid-year, you will still pay August /May tuition. This is necessary as our operating costs continue, and a space is saved for your child. At registration time, parents will sign a contract with the preschool pertaining to preschool policies.
- B. The tuition payment, due the first of each month, is to be sent to the Finance Secretary at her home in the tuition envelope attached to your child's newsletter every month. Tuition payments are not accepted at the preschool or the church. Make checks payable to "Christ the King Christian Preschool". See tuition payment schedule on page 3. If payment is late (postmarked after the 5<sup>th</sup> of the month), a \$15.00 late fee will be added per late month.
- C. If tuition is not paid promptly each month, the Preschool Board of Directors will decide on appropriate action, and your child may be asked to withdraw from preschool. If you need a receipt, please mail a self-addressed stamped envelope to the Finance Secretary.

## VII. WITHDRAWAL

- A. If your child is not yet ready for the group experience, or if her/his needs are not best met in the preschool setting, or if your child is not totally potty-trained, our teachers will request a confidential conference with you. We reserve the right to ask you to withdraw your child from the preschool if it is deemed appropriate.
- B. If you feel your child's needs are not being met by her/his preschool experience, please ask the teachers for a conference and they will be happy to discuss the matter with you.
- C. Because the annual preschool tuition has been divided into nine (9) equal parts, we expect you to give four (4) weeks notice before withdrawing your child from the preschool for any reason. Please inform the Head Teacher, Registrar, and Treasurer as soon as possible. The August/May tuition (which was paid by August 1) **IS NOT REFUNDABLE.**
- D. If your child is temporarily withdrawn from preschool for an extended family vacation or lengthy illness or injury, you may insure that your child will be re-admitted by paying all tuition due during the child's

absence. Our operating costs continue, and in order to save a place for your child, we must have your tuition payment. If you do not wish to pay, your child's place in her/his class will be filled if a child is waiting to be enrolled.

### VIII. ARRIVAL AND DISMISSAL

- A. Please, for safety sake, park your vehicle on the paved parking area and walk your child to and from the preschool door. Please hold your child's hand and do not walk behind a parked car. Teachers park by the playground area to give our parking lot a buffer zone (safety zone) for arrival and pickup of the children.
- B. We ask that you observe the class times strictly. The teachers plan for each class time to be full of activity, so do not deprive your children by bringing them late or picking them up early.
- C. Keep in mind that if your child has a very rushed morning or is excited, she/he may take awhile to calm down at preschool. It is best if your child has plenty of time at home to eat breakfast and dress without rushing before preschool.
- D. The teachers love to visit with the parents, but please remember that their first responsibility is to the children if your conversations must be interrupted or cut short.
- E. Parents should always check the children's sacks to collect all their things. There is usually something to take home. Also, a frequent check of the lost and found articles is a good idea. Please tell the teachers if something is missing as soon as possible.
- F. Parents should regularly check the parents' bulletin board to keep abreast of preschool happenings.
- G. Arrival and dismissal times are 8:45 –11:15. Due to early arrival or late pickup a fee of \$1.00 per minute will be charged. This fee is given to the Director at the time of late or early arrival.
- H. The teachers balance the class activities between active and quiet, usually alternating them in order to hold the children's interest for the 2 1/2 hours. Some children, after being away from their parents for 2 1/2 hours, will be quite "wound up" when they come home. They need your attention; they are saying, "I'm here now and glad to be home with you." It is also common for children to say "nothing" when asked what they did in preschool. Each day is really filled with new learning activities. Many times your child's new knowledge and awareness will become evident when you least expect it, instead of at the time you ask her/him about preschool.
- I. Inspect your child before she/he leaves for school and keep home if she/he shows any abnormal symptoms such as swollen gland, inflamed eyes, sore throat, rash, ear aches, headache, diarrhea, infected sores, upset stomach, fever, itchy scalp, etc.

Please inform the teachers of any contagious diseases your child has, since this may affect other children at preschool, and keep him/her home until completely well.

**PLEASE REFER TO THE COMMUNICABLE DISEASE CHART AT THE BACK OF THIS HANDBOOK.**

## **IX. COMMUNICABLE DISEASES**

The Board of Directors believe any student in the preschool with a communicable disease should be allowed to attend class as long as they are physically able to perform the tasks and their attendance does not create a substantial risk of transmission of the illness to other students or employees in the preschool.

Christ the King Board of Directors recognizes that the transmission of a communicable disease may be of greater risk for persons with certain medical conditions, i.e., an immuno-compromised status. These special conditions may involve consultation with health care professionals when assessing continued attendance at Christ the King Preschool.

It will be the responsibility of the Chairperson of the Board to notify the proper authorities, such as the Iowa State Department of Health, in accordance with Iowa law, when it is found that a communicable disease exists in the school setting. The Health Department may be requested to convene an Advisory Committee to review the case and to provide recommendations regarding the permissibility of continued attendance of the student in the regular classroom. It shall be the responsibility of the Chairperson of the Board to develop procedures for excluding students with a communicable disease from attending school. These procedures shall be based on recommendations from public health agencies and the U. S. Public Health Center for Disease Control.

The Board realizes the importance of others knowing which students in the preschool have a communicable disease. However, this must be weighed against the privacy and confidentiality rights of the student. Public concern regarding communicable diseases is neither an excuse nor a defense for the violation of the privacy rights of students who have or are rumored to have a communicable disease. Health data is regarded as private data, and it is not to be disseminated to the public, to the students, or to the employees in school without strict observance of data privacy rights. It shall be the responsibility of the chairperson of the Board to develop procedures that will respect the student's privacy rights. Knowledge that a student has a communicable disease will be limited to the Board, the teachers and to whomever else the Advisory Committee recommends.

The Board believes that a well-informed public of citizens, employees, and students utilizing good hygiene practices will minimize the risk of transmission of disease while protecting the rights of any infected students. It will be the responsibility of the chairperson of the Board in conjunction with the Head Teacher to keep the public, staff, and students informed about all communicable diseases and related issues. (See further information - rules and regulations for communicable diseases)

A student will be excluded from preschool when the student's condition has been determined to be injurious to the health of others or when the student is too ill to attend school. The health risk to an immuno-compromised student attending school shall be determined by their personal physician. The health risk to others in the school environment from the presence of a student with a communicable disease shall be determined on a case-by-case basis by public health officials. The Chairperson of the Board may require medical evidence that students with a communicable disease are able to attend school.

## **X. CLOTHING**

- A. The children should wear washable, comfortable play clothes. Outdoor activities are planned if the weather permits, so please dress your child accordingly. In the winter, the children should wear long sleeves or sweaters, as it can become cool in the building.

- B. All items of clothing which may be removed at preschool, such as sweaters, jackets, mittens, boots, hats, coats, and snow pants should be marked with the child's name. This also applies to umbrellas, purses, tote bags, and sharing items.

## **XI. SNACKS**

- A. All parents are asked to bring a snack for their child's class on a rotating basis with the frequency varying according to class size. You will receive a monthly snack calendar along with your newsletter. Please bring enough to serve the entire class plus five extra. Any nutritious, but simple, snack and drink will be appreciated. (PLEASE REFER TO THE SUGGESTED SNACK SHEET ON THE LAST PAGE OF THIS HANDBOOK FOR IDEAS)
- B. On your child's snack day, please also bring napkins, 5 oz. waxed or plastic kitchen cups, and paper plates (plastic spoons if needed).
- C. We will schedule a snack day for your child's birthday as close to their special day as possible.
- D. Your child will help serve the snack she/he brings. If possible, let your child help you select and prepare the snack. This is a special day for her/him, and the children really do enjoy the sharing experience.
- E. If your child is ill on his/her day you may bring snacks, trade with someone, or let the preschool furnish snacks, then replenish our snack supply. If the snack day was to celebrate your child's birthday you may bring snacks the next time and we will celebrate his/her birthday. Just let us know please. If school is cancelled for any reason your child may bring the snack the next session.

## **XII. TOYS**

We ask that you do not let your child bring toys to preschool. They may get broken or misplaced, and can be a distraction during planned activities.

## **XIII. SHOW AND TEACH/SHARING TIMES**

- A. Each monthly snack calendar will include notations on the upcoming Show and Teach Days. These are days when the children are asked to bring along something special (an object or idea) to show and teach their friends. This Show and Teach time gives the child an opportunity to become comfortable when speaking to a group of peers. The child's "teaching" usually progresses from one or two words to several sentences by the end of the school year.
- B. With Show and Teach we hope to give your child an opportunity to teach something she/he knows to the class. It could be something s/he made, a new song, how to snap his or her fingers, how to hop on one foot, tool box with tools, binoculars, etc. We might be having more Show and Teach Days with themes, for example: signs of Spring, what special thing do you do at Easter.
- C. Another very special sharing time is the child's turn in the Me Corner or Star of the Week. Each child is given one week to share as much as possible about herself or himself with the class through pictures (baby through present) of the family, pets, home, and vacation. The intent is to let classmates get a good look at each child's own world, and in so doing, encourage the child to feel very good about themselves and their world.

- D. Because reading is the foundation to a good education, we feel it is very important to create a strong interest in reading. Over the next few months, your child will bring home a bag containing a bear (named B.B.) and three books. We ask that you spend some special time reading with B.B. and your child and return the bear, bag, and books the next time your child comes to preschool. It is very important to return B.B. and his bag promptly so everyone has a chance to read with him. Please have your child place the bag on the Assistant Teacher's chair. (They like this special responsibility.) Thank you for all you do for your child!

#### **XIV. FIELD TRIPS**

- A. Sometimes field trips (that we walk to) are scheduled for the purpose of broadening and extending the regular school program. Each trip is planned with small children in mind, and every precaution is made to ensure each child's safety. We do not transport children in vehicles, with the exception of evacuation because of chemical spill, fire, etc. Parents would be notified.
- B. Whenever a field trip is planned, a notation will be made in the newsletter to inform parents of our plans. No child is required to attend a field trip.
- C. On occasion we have resource people come to the preschool. Examples of these people include, firefighters, police officers, dental students, librarians, ambulance attendants, McGruff, archaeologist, personnel from Mercy Hospital, etc.

#### **XV. HOLIDAYS**

- A. There will be class parties for holidays during the school year, such as Halloween, Thanksgiving, Christmas, St. Valentine's Day, Easter, and May Day.
- B. The monthly newsletter will inform parents of holiday parties and the preparations needed for the party. Please feel free to drop in for the first few minutes of class on the party days to see what is happening, and bring your cameras!!

#### **XVI. CLASS PICTURES**

- A. A photographer will come to the preschool in the fall to take class and individual pictures. Pictures of siblings will be taken at 8:45
- B. You will be informed of the date the pictures will be taken, and how to purchase one if you wish. There is no obligation to buy a picture.
- C. Occasionally a photographer from a newspaper may take pictures. If you do not want your child's picture in the newspaper please let the teachers know.

#### **XVII. BOOK CLUB**

- A. Each month your child will bring home a book order form which enables you to purchase any of a large selection of good books for your child through the preschool. This is completely optional, but it is a good way to get paperback books for your child at a reduced price.

- B. If you choose to buy a book, fill in the order form, make a check payable to See Saw Co, place it in a sealed envelope with your child's name on the outside, and return it to preschool with your child. A composite order is then sent from the school and books should arrive in 2 to 3 weeks.
- C. The preschool earns bonus points based on the volume of the order. These bonus points are applied toward free books and other educational supplies for the preschool.

## **XVIII. WINTER WEATHER**

- A. Preschool closings due to snow or bad weather will usually coincide with those of the Iowa City public schools. The announcements concerning school closings will be made on radio stations KXIC 800 A.M. and KCJJ, 1560 A.M., and on TV Channel 2. **These days are not made up.** If Iowa City schools delay 1, 2, or 3 hours in the morning, we will not have A.M. session. If you have any questions please feel free to call the church at 338-5236. Please call after 8:15 a.m. Thank you!
- B. If preschool is closed for any reason other than bad weather (church use for funerals, no heat, etc.), you will be called individually. **These days will not be made up.**

## **XIX. PARENT TEACHER CONFERENCES**

- A. Because close communication between teachers and parents is very important in the care and education of preschoolers, we will offer conferences for all children in January. Additional information will be made available to you in upcoming newsletters about scheduling an appointment. Our teacher's aide will be here so you do not need to get a babysitter.
- B. Our classes are not in session during the conference days.

## **XX. BLOODBORNE PATHOGENS TRAINING**

Every year the teachers are required to attend a Bloodborne Pathogens Training Session. At this time we do not know the date or time. **We may have to cancel the preschool class or have a shorter class for that day.** We are sorry for any inconvenience this training session may cause. We will let you know as soon as we find out the date and time of this required session.

## **XXI. OBSERVING CLASSES**

- A. Parents are allowed **unlimited access** to their children during the preschool session or whenever their children are in the care of a provider, unless parental contact is prohibited by court order.
- B. Parents of preschoolers are encouraged to visit their children's classes. Please let the teachers know when you want to observe, so that there are not too many visitors at one time.
- C. Parents who are considering enrolling their children in our preschool may observe anytime, with or without their children. Prior arrangements with the teachers are necessary so that visitors can be introduced to the class.
- D. Parents should feel free to visit and take pictures on their child's birthday snack day, with the teachers' knowledge.

## **XXII. DISCIPLINE POLICY**

- A. Our preschool provides a Christian atmosphere for learning and growing. This Christian atmosphere provides experiences that help children to form favorable attitudes toward others, to learn to function in a group, to listen to others, to wait for their turn, to assume responsibility, to co-operate, and to become good leaders and followers.
- B. The most important Christian attitude is for a child to feel good about him/herself and to care about others. Caring and sharing do not come easily for children (or for adults, for that matter) but an enormous amount of patience and energy is spent to help a child understand how important it is to be a caring person.
- C. The teachers use positive guidance, redirection, and problem solving. The children help to set up rules. These rules are clear and understandable, thus fostering the child's ability to become self-disciplined.
- D. Parents are contacted if there is an on-going situation.

## **XXIII. MEDICATION**

- A. All medications shall be stored in their original containers with accompanying physician or pharmacist's directions and label intact, and stored so they are inaccessible to children and the public. Non prescription medications shall be labeled with the child's name. For every day an authorization for medication is in effect and child is in attendance, there shall be a notation of administration including the name of the medicine, date, time, dosage given or applied, and the initials of the person administering the medication or the reason the medication was not given. Teachers will use disposable gloves at all times for any bodily fluids.
- B. If the need arises, teachers will administer minor first aid -- cleansing, bandages, etc. The teachers have completed the required Red Cross first-aid courses.

## **XXIV. EMERGENCIES**

- A. In the case of an accident or sudden illness, you will be notified immediately and your child will receive prompt medical care, as directed in your medical consent form. If the child's parents cannot be reached, the individuals you designated as emergency help will be called. Please let these individuals know where you will be if you do not plan to be home or at work during preschool hours. We also strongly suggest that you tell your child what your plans are for the time she/he is in preschool -- visiting a friend, staying home, going to the bank, shopping, etc. -- and be specific. It is comforting for your child to know where you are when there is no emergency, but, even more important, it is nice if your child needs you and she/he can tell the teachers that you are probably at Hy-Vee or Sears or wherever.
- B. We do conduct regular fire drills and tornado drills at the preschool, with plans for caring for the children if they must evacuate the building in cold weather. We have written plans for reporting and evacuating in case of earthquakes, blizzards, power failures, other disasters. Procedures for reporting dangerous person and missing child are also in place. We discuss all these plans with each preschool session.

## **XXV. ROOM FAMILIES**

- A. Each preschool family is required to sign up as volunteer help during the school year. We realize that due to your various life styles, commitments, and interests, you cannot all help in the same way. There are numerous ways in which you can fulfill your obligation as room family. Some of these are: helping with a preschool party, cutting out a craft item at home, sewing on a craft item, mending or sewing, repairing preschool equipment, washing toys, laundering dress-up clothes or art smocks, collecting free items from merchants, or purchasing several items for the preschool.. Please sign up for a project on the Room Families Calendar when you visit the preschool on Sneak Preview Day.
- B. If you have some special way in which you can help, or any new idea, please tell the teachers.
- C. The preschool will proudly accept donations of used toys, books, puzzles, etc. Discuss any ideas with the teachers. Ex: any size picnic table, sand toys, bird feeders, bird houses, art easel, records, books, paper, large boxes, old cameras, old alarm clocks, any toys, etc.

### **Thrivent Giving Plus Program**

**For Your information:** Christ the King Preschool is now registered with the Thrivent Giving Plus Program. If you are a Thrivent member and you make a financial donation to the preschool, Thrivent will contribute 50 cents to the preschool for every dollar you donate. There is a short application that must be completed. If you are interested, please contact the Chairperson of the Preschool Board for an application.

### **XXVI. SNEAK PREVIEW DAY**

Each year in late August we schedule a Sneak Preview Day to allow all preschoolers to come to preschool for an hour with their parents to meet the teachers and see the center and facilities.

This seems to relieve those first-day-of-school jitters, and gives the child and parents common knowledge of what is in store when preschool begins. The child and parent(s) together explore the new surroundings at the child's pace, talk with the teachers, and maybe even find a new friend. We hope that each child is eager for preschool to begin after the Sneak Preview.

Each child will have one week to have his/her Me Poster displayed at the preschool. Me Posters should be in the folder you will receive on Sneak Preview Day.

## COMMUNICABLE DISEASE CHART

Concise descriptions and recommendations for exclusion of cases from school.

| <b>Disease</b><br>Immunization is available | <b>Usual Interval between exposure and first symptoms of disease</b> | <b>Main Symptoms</b>   | <b>Minimum exclusion from school</b>                                   |
|---|--|--|--|
| CHICKENPOX                                  | 13-17 days   | Mild symptoms and fever. Pocks are blisterly, have scabs. Most on covered parts of body.   | 7 days from onset of pocks   |
| DIPHTHERIA                                  | 2-5 days   | Sore throat, grayish membrane in throat.   | After 2 negative cultures from nose & throat 24 hours apart            |
| ERTHYTHEMIA                                 | 4-14 days  | Usual are 5-14. Unusual in adults. Brief prodrome of low grade fever followed by Erythemia (slapped cheek) appearance on cheeks. A net like rash on extremities lasting a few days to 5 weeks. Rash seems to reappear. | After diagnosis no exclusion from school.                              |
| GERMAN MEASLS (Rubella)                     | 14-21 days   | Usually mild. Enlarged glands in neck & behind ears. Brief red rash.   | 5 days from onset of rash. Keep away from pregnant women.              |
| IMPETIGO                                    | 4-10 days  | Inflamed sores with pus  | Until physician permits return.  |
| INFECTIOUS HEPATITIS                        | Variable 15-50 (average about 25) days                               | Headaches, abdominal pain nausea, vomiting, usually fever. Skin & eyes may or may not turn yellow.   | 14 days from onset of clinical disease. 7 days from onset of jaundice. |
| MEASLES                                     | 10 days to fever 13-15 days to rash                                  | Begins like a cold, fever, blotchy red rash  | 7 days from onset of rash.   |
| MENNINGO COCCAL MENNINGITIS                 | 2-10 commonly 3-4) days  | Headache, nausea, pain back, stiff neck, fever   | Until physician permits return.  |
| MUMPS                                       | 12-26 (commonly 18) days   | Fever, swelling and tenderness of glands.  | 9 days or until swelling leaves.                                       |
| PEDICULOSIS (lice)                          | 7 days for eggs to hatch   | Lice & nits (eggs) in hair.  | 1 day after treatment.   |
| POLIO-MYELITIS                              | 7-12 days  | Fever, vomiting, headache, stiff neck, muscle soreness.  | 7 days from onset.   |
| RINGWORM OF SCALP                           | 10-14 days   | Scaly patch, usually ring shaped, on scalp.  | Until physician permits return.  |
| SCABIES                                     | 3 days-3 weeks   | Tiny burrows in skin caused by mites.  | Until adequately treated by Dr.  |

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| SCARLET FEVER<br>SCARLATINA<br>STREP THROAT | 1-3 days  | Sudden onset, vomiting,<br>sore throat, fever, later fine<br>rash (not on face).Rash<br>usually only with infection. | 7 days from onset if untreated or<br>24 hours after antibiotics. |
| WHOOPING                                    | 7-10 days | Head cold, slight fever,<br>cough, characteristic<br>whoop after about 2 weeks.                                      | 21 days from beginning of whoop.                                 |

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**Re-admission to school:** It is advisable that school authorities require written permission from the health officer, school physician or attending physician before any pupil is readmitted to class following any disease which requires exclusion, not mere absence from school