



# Parent Handbook

Dino Daycare & Preschool



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# Welcome to Dino Daycare & Preschool School

## **Dear Parents,**

We are delighted to welcome you and your child to Dino Daycare & Preschool. Our preschool is dedicated to providing a warm, nurturing, and stimulating environment where children can explore, learn, and grow. We believe that early childhood education lays the foundation for a lifetime of curiosity, creativity, and academic success.

At Dino Daycare & Preschool, we emphasize a play-based, child-centered approach that fosters both intellectual and emotional development. Our dedicated teachers and staff work closely with families to create a supportive learning community that nurtures each child's unique potential.

This Parent Handbook serves as a comprehensive guide to help you understand our school policies, daily routines, and expectations. We encourage you to read through this handbook carefully, as it will provide valuable information on how we can work together to ensure a positive and enriching experience for your child.

If you have any questions or need further clarification, please do not hesitate to reach out to us. We look forward to an exciting and joyful learning journey with you and your child!

## **Warm regards,**



**Maria Enriquez**  
CEO, Dino Daycare & Preschool

At Dino Daycare & Preschool, we believe that early childhood education should be engaging, hands-on, and developmentally appropriate. Our curriculum is carefully designed to nurture academic, social, emotional, and physical growth in young children while making learning fun and meaningful.

## Our Curriculum

Our preschool program follows a play-based, child-centered approach with structured and unstructured learning activities. We incorporate elements from research-backed early childhood education frameworks, including:

### The Creative Curriculum

Fostering exploration and discovery through hands-on experiences.

### Montessori Principles

Encouraging independence and self-directed learning.

### Reggio Emilia Approach

Promoting creativity, collaboration, and critical thinking.

### Our curriculum focuses on the following key developmental areas:



**Social & Emotional Development**



**Language & Literacy**



**Early Math & Problem-Solving**



**Science & Discovery**



**Fine & Gross Motor Skills**



**Creativity & Imagination**



At Dino Daycare & Preschool, we believe that consistency and structure are essential for young children's development. Our daily schedule provides a balance between structured learning, free play, rest, and exploration, ensuring that each child receives the best possible early learning experience.

## School Hours & Drop-Off/Pick-Up Policy

### 01 Operating Hours

Monday – Friday, 6:30 AM – 5:00 PM

### 02 Morning Drop-Off

6:30 – 10:00 AM (Late arrivals will not be accepted)

### 03 Afternoon Pick-Up

3:30 – 5:00 PM (Late fees apply after 5:00 PM)

### 04 Pick-Up Authorization

Only listed guardians may pick up a child.

#### Drop-Off Policy

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- Parents or guardians must sign in their child upon arrival.
- Children must be escorted into the classroom by an adult.

#### Pick-Up Policy

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- Only authorized individuals listed on the child's emergency contact form may pick up the child.
- Late pick-up fees apply after 5:00 PM.
- Parents must sign out their child before leaving the premises.

Regular attendance is essential for a child's social, emotional, and academic development. Establishing a consistent routine helps children build a sense of structure and responsibility while making the most of their preschool experience. Below are our policies regarding attendance, absences, and tardiness.

## Attendance Expectations

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- All students are expected to attend school Monday through Friday during regular school hours.
- 6:30 AM – 5:00 PM
- Parents are responsible for ensuring their child arrives at school on time each day.
- Parents must drop off and pick up their child only during their designated, approved schedule. For example, if a child is approved for care from 8:00 a.m. to 4:30 p.m., they must arrive and be picked up within that time frame.
- Drop-offs or pick-ups outside of the approved times are not permitted. This policy ensures the safety of all children and helps maintain proper staffing and scheduling.

## Tardiness & Late Arrivals

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- The school day begins at 6:30 AM. Children arriving after 10:00 AM are considered Late.
- Parents must sign in late arrivals at the school office before escorting their child to the classroom.
- If a child arrives after 10:00 AM, they may not be admitted for the day.





At Dino Daycare & Preschool we prioritize student health and well-being. Our policies help create a safe, clean, and supportive environment for all children.

## Immunization & Health Records

All children must have up-to-date immunizations before the first day.

A current vaccination record is required upon enrollment and updated annually.

## Illness Policy

### When to Keep Your Child at Home

Children must stay home if they have:

- Fever of 100.4°F (38°C) or higher (must be fever-free for 24 hours without medication to return).
- Vomiting or diarrhea in the past 24 hours.
- Unexplained rash, pink eye, or contagious illness.
- Persistent cough, difficulty breathing, or flu-like symptoms.



We promote healthy eating habits while ensuring the safety of all children with food allergies. Our meal and snack policies are designed to provide nutritious options while maintaining a nut-free, egg-free, and allergy-conscious environment.

## School-Provided Meals & Snacks

The school provides nutritious snacks and meals daily, prepared following USDA child nutrition guidelines.

All meals include balanced portions of proteins, grains, fruits, and vegetables.

A weekly menu is shared with parents in advance.

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## Allergy & Food Safety Policy

Dino Daycare & Preschool is a nut-free and egg-free campus (no peanuts, tree nuts, or nut-based products).

Parents must disclose food allergies or dietary restrictions during enrollment.

EpiPens and inhalers must be provided by parents if needed.



# Dino Daycare & Preschool Website

- **Monthly Updates**

Event Calender, Meal Plan, and Parent activity.

- **About Page**

Meet our Teachers, Our Program, and Accreditation Award.

## Checking our website is important!

- **Parent Resources**

Programs, Trusted Partners, and Classroom Rules.

- **Free Parent and Child Activities**

Free Coloring pages, Fun Activies, little library locator, and Free Worksheets.



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We encourage children to wear comfortable, weather-appropriate clothing that allows for safe movement, active play, and independent self-care. Our dress code promotes practicality, safety, and school identity while allowing children to express themselves.

## **Dress Code Guidelines**

### **Comfortable, Play-Appropriate Clothing**

- Children should wear loose, breathable clothing that allows free movement.
- Clothes should be easy for children to manage (e.g., elastic waistbands instead of buttons/zippers).

### **Weather-Appropriate Attire**

- Cold Weather: Coats, gloves, hats, and closed-toe shoes.
- Warm Weather: Lightweight, sun-protective clothing and a wide-brimmed hat for outdoor play.

### **Shoes for Safety**

- Closed-toe shoes with rubber soles are required.
- No sandals, flip-flops, or shoes with wheels (to prevent injuries).

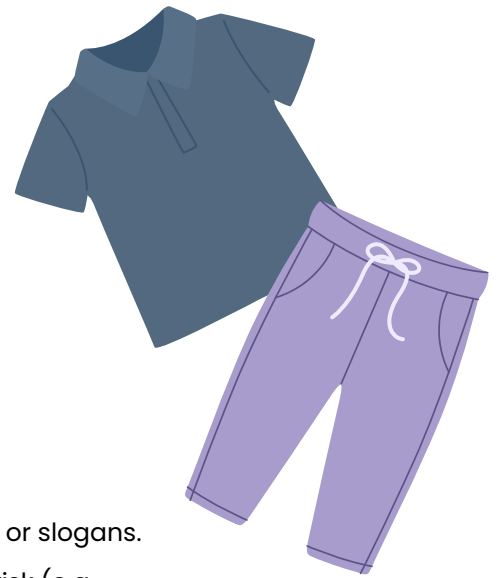
### **Extra Clothing Requirement**

- Parents must provide a labeled extra set of clothes (shirt, pants, socks, and underwear) in case of spills or accidents.

**All clothing and accessories must be labeled with the child's name to prevent mix-ups.**



## What Not to Wear



- Clothing with inappropriate images, logos, or slogans.
- Jewelry or accessories that pose a safety risk (e.g., dangling earrings, long necklaces).
- Costumes or dress-up clothes (except on designated theme days).
- Shoes with wheels, flip-flops, or heels.

## Personal Belongings Policy

### Items to Bring Daily

- **Backpack**  
extra clothes, Extra Diapers (if needed) and schoolwork
- **Nap-time Items**  
blanket, pillow if applicable

## Items Not Allowed at School

- **Toys from home**
- **Electronic devices**  
tablets, smartwatches, phones
- **expensive or sentimental items**  
the school is not responsible for lost or damaged items

By following this dress code and personal belongings policy, we ensure that all children feel safe, comfortable, and prepared for a fun and active day at school.



# Communication Between School & Parents

We prioritize open and transparent communication with families. Below are the ways we keep parents informed:

## Monthly Updates

- **Monthly Newsletters**  
Sent via email, summarizing classroom highlights and upcoming events.

## Direct Communication

- **Parent-Teacher Meetings**  
Available upon request.
- **Email & Phone Support**  
Teachers and staff are available for inquiries during school hours.

We require all parents or guardians to review and acknowledge the policies outlined in this Parent Handbook. This ensures that families understand the expectations, procedures, and commitments necessary for a positive school experience.

# Parent Handbook Agreement

I, ....., the parent/guardian of ....., have read and reviewed the Dino Daycare & Preschool Parent Handbook for the 2025-2026 school year. I acknowledge and agree to the following:

- ☐ I understand and agree to abide by the attendance and tardiness policies.
- ☐ I acknowledge and will follow the health and illness policies, including immunization and medication requirements.
- ☐ I will comply with the school's dress code and personal belongings policy.
- ☐ I understand the tuition, fees, and payment deadlines and agree to fulfill all financial obligations.
- ☐ I acknowledge the special activities policy and will provide permission as required.
- ☐ I agree to communicate with the school regarding any concerns, absences, or emergency situations.
- ☐ I understand that failure to comply with school policies may result in a meeting with the administration and, in severe cases, impact my child's enrollment status.

## Emergency Contact & Authorized Pickup Confirmation

The following individuals are authorized to pick up my child from Little Larana School:

### Primary Contact:

Name:

Relationship:

Phone Number:

### Secondary Contact:

Name:

Relationship:

Phone Number:

### Additional Authorized Pickup Person(s): (if applicable)

Name:

Relationship:

Phone Number:

**Any changes to authorized pickup persons must be communicated to the school in writing.**

### Parent/Guardian Signature

Parent/Guardian Name:

Signature: \_\_\_\_\_

Date: