ST. JOHN PAUL II

Preschool

DISCOVERING GOD'S WORLD THROUGH PLAY

Parent Handbook

2026-2027

Welcome

DearFuture St John Paul II Preschool Family,

We are honored that you have decided to send your child to JP II Preschool for your preschool needs. Your decision means you are an important part of our school family. We share an immense responsibility to the future of your child's early educational success and life long learning. We are privileged to be given the opportunity. Our preschool is built on a strong foundation of experienced leaders and teachers who are passionate about providing you and your family with a faith filled, nurturing, positive learning environment each day.

As a team of professional teachers and staff we are lead by our values and work to ensure that we are measured by them each day. Together we have over a a half of century with educational and childcare experience, building relationships with parents and putting children first.

We are Fun. We are Educators. We Love Jesus, We are Family.

As the Director of SJP II Preschool, the staff and I are here to serve you and available to you as you get to know our school and day to day routines. We do not take lightly that you are untrusting us with your child. They are Gods gift, your love, and will become a treasure to our school family.

As you prepare to send your child to preschool know that we are praying for you and trust that

Please do not hesitate to reach out as many times as you need with questions, concerns, or even just to talk things out. We are here to support you and make you feel as comfortable and welcome as possible.

We are looking forward to welcoming each and every kiddo and your family to our preschool!

Sincerely,

Jody Shepard
Preschool Director



ST. JOHN PAUL II
Preschool
DISCOVERING GOD'S WORLD THROUGH PLAY

About Us

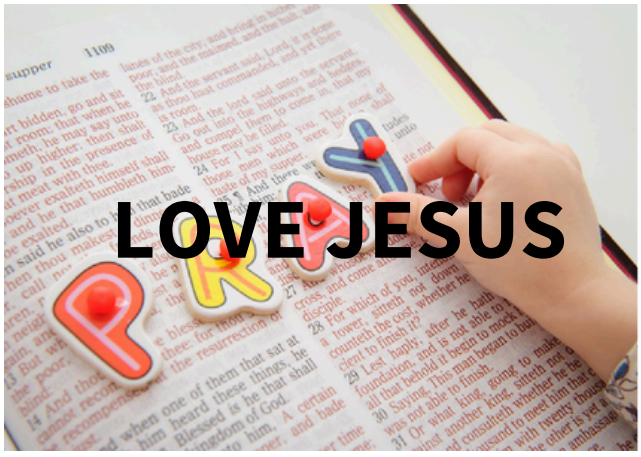
Our Mission

Weareall children of God. Each day we come ready to love and respect our classmates, grow in our faith, and learn through play. Today we want to try to be more like Jesus!

We Are









PHILOSOPHY

St John Paul II Preschool is an outreach ministry of St John Paul II Catholic Church and exists to build Godly character in children through quality play based early childhood education. Our classrooms foster the whole child by embracing each child's intelligence, curiosity and interests through a safe, loving, and minimalistic environment. We believe that by Gods nature of creation that each child is competent, inquisitive, capable, and an active participant in their own learning.

Children are one of Gods greatest gifts and the early childhood years are a crucial time to teach faith, love, and play.



WELCOME HOME

It’s our honor to serve you. When you are here, you are home. Our school is an extension of your family, your faith, and a nurturing learning environment focused on puttingyour child and family first.

STRONG FOUNDATION

We have worked with hundreds of children in many faucets of education, faith formation, childcare and parenting.



TRAINING

Annual Training & Development
Quality Rated Training

Long term teacher development plan

We invest in our teachers and their classrooms





SAFETY + SECURITY

Controlled Entry Access
Bright Wheel Attendance Check in
Director On-site

All Staff CPR, First Aid, and Safety Trained

ST. JOHN PAUL II Preschool

DISCOVERING GOD'S WORLD THROUGH PLAY

Children must be 14 months of age by September 1 to attend St. John Paul II Preschool. A **$150 non-refundable registration fee** is due after completing the registration forms. A payment link will be sent after enrollment forms are received.

A one-time **$400 supply fee** is due July 1 with the tuition contract. Tuition and extended-day payments are due the first week of each month, August through May. Payments are not prorated for absences or school-calendar days off. A late fee applies when payment is not received by the first of the month.

The registration option selected is for the **entire school year**. Children in the 3-year-old class and older must be potty trained by the first day. Immunization and physical forms are required before the first day of school; religious exemptions for immunizations are not accepted.

The preschool closely follows the Leon County School calendar and is open year-round, with possible additional days off for Catholic holidays such as Good Friday and Easter Monday.

All amounts below are monthly payments. The 2-day option is available only to children ages 14 months–4 years who are not VPK eligible. All ages may attend 3- or 5-day options.

Program	Schedule / Days	Monthly fee
Morning Program Only **2026–27 Monthly** **8:45 a.m.–12:15 p.m.**	2 days -- ages 14 months–4 years; non-VPK eligible	**$350/month**
	3 days -- ages 14 months–4 years; non-VPK eligible	**$450/month**
	5 days -- all ages	**$575/month Voucher**
	5 days -- VPK eligible hours/days	**$575/month Voucher**
Full Day Program **8:45 a.m.–5:30 p.m.**	2 days -- ages 14 months–4 years; non-VPK eligible	**$675/month**
	3 days -- ages 14 months–4 years; non-VPK eligible	**$875/month**
	5 days -- all ages	**$1,115/month**
	5 days -- Beyond VPK hours	**$815/month**
Rise & Shine (Early Drop-Off **7:30–8:45 a.m.**	2 days/week	**Additional $55/month**
	3 days/week	**Additional $75/month**
	5 days/week	**Additional $95/month**
Lunch Bunch **12:15–2:00 p.m.**	2 days/week	**Additional $175/month**
	3 days/week	**Additional $200/month**
	5 days/week	**Additional $275/month**
4:00 Pick Up	2 days/week	**Additional $350**
	3 days/week	**Additional $375**
	5 days/week	**Additional $450**

Rise & Shine and Lunch Bunch have limited spaces. Drop-ins are not available; placement is first come, first served, so early registration is recommended.

Jody Sheppard, Preschool Director | (850) 201-1810 | www.sjp2preschool.com

FAMILY HANDBOOK

GENERAL INFORMATION

Our Preschool is accredited by the Florida Catholic Conference and licensed through Florida DCF (Department of Children and Family) #C02LE0119, we still hope to be a state VPK & ELC providers. We are open August through May from 7:30am to 5:30pm, Monday through Friday. You will be asked to designate your child's hours of attendance at the time of enrollment. See our website for Holiday closures and we are still working on our Summer program options, but will notifiy you as soon as they are in place.

The school is closed the following holidays: New Years Day, MLK Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Break, Spring Break, Good Friday and Easter Monday (at times when a Holiday falls on a weekend, the school may close on the Friday or Monday surrounding the weekend). We try to follow the LCS

calendar and will closefor an extendedWinter andSpring Break.

POLICIES AND PROCEDURES

ENROLLMENT PROCEDURES

Enrollment is open to any child 18 months old on or before September 1^{h}, 2025 up to 5 years old. Enrollment shall be granted without regard to sex, race, color, religion, or political belief.

Parents and children are encouraged to tour the facility, meet the staff, and review all paperwork prior to enrollment. Upon receipt of a completed application, registration fee, and all other necessary paperwork, placement will occur on a first-come, first-serve basis. Children are grouped based on age and developmental level.

State funded for VPK Students will be enrolled on a First Come/First Serve basis while we have our allotted spots available.

The owner or Director reserves the right to deny, cancel, sever, or suspend a child's enrollment if deemed in the best interest of the child or the school.

School Hours

The educational portion of the school day is from 8:45 am-12:15 pm. Please do not leave children before 8:45 am unless you have paid for early bird care. Classroom teachers will be busy preparing for the school day and will not be able to supervise your child before 8:45 am. Pick up time from school is 12:15pm and 5:30pm. We do not offer drop-ins for early morning or extended day programs.

Parents must use their own family Door Code to enter through the Front Door (do not share your code with others, nor let others through the door with you). Parents must then sign in and out their child to the building using the school tablet on the Bright Wheel system.

Please drop-off and pick-up your child at your child's classroom door using the inside general central space. Please use caution when picking up or dropping your child off at school when it is raining. If inclement weather occurs, the teachers will keep the children safe in the classroom until a parent can safely walk to the classroom to pick his/her child up from school. Please do not leave idling vehicles in our parking areas or children unattended inside your vehicle even for a short period of time.

Parents and children must enter and exit through the main door only, except in cases of emergency.

Please remember that the parking lot speed limit is 10mph. Also, please follow all painted arrows and signs for directions through the parking lot and do not park in the round about area, you should use the parking spaces in the lot.

STUDENT RECORDS

Each child enrolled at St John Paul II Preschool must have an updated school record with all state and preschool required forms. This record and file are confidential and will be shared with other staff members only when appropriate to meet the needs of the child.

All information must be current and accurate. You must notify us immediately of any changes. Additionally, you must update and review emergency contact information every 6 months. Medical records are required to be updated annually, or whenever the child's immunization status changes.

Upon graduation or withdrawal of a child, a copy of your child's file may be requested in writing. School Districts requests for documents will require written permission for release by the parent.

TUITION AND FEES

The school year runs August to May of each year with an optional Summer program being developed. An annual registration fee of $150 is payable upon enrollment or re-enrollment. The registration fee is non-refundable.

Tuition is paid on a monthly basis and is due before or on the 5th day of the month. Payment can be made by check or credit card, see the office for details about paying by check and to ensure you get a receipt.

If payment is received after such day, a late fee of $35 is added to your account. Please contact the Director if payment difficulties are anticipated so alternative arrangements may be made.

There will be a $35 charge for any returned check. This fee will be due at the time of notification. If 2 or more checks are returned by your bank, a money order or cash will be required for all future tuition payments.

There is no “pro-rating”, discounts, or credits given for school closings, holidays, sicknesses, family vacations, or school closings due to inclement weather or Acts of God.

There will be a late fee charged for children not picked up before the school’s regular closing times of 12:15 pm and 5:30pm. The charge will be $15 for the first 5 minutes, and $2 per minute thereafter. If we have not been in contact with a parent or guardian and the child has not been picked up by 6:30pm, we are obligated to inform the Department of Children and family and the appropriate local authorities.

The amount of the tuition agreed upon at the time of enrollment will be equal to the amount on the rate sheet given at time of enrollment and posted at in our front office. Tuition rates will be subject to change at the beginning of every school year(August), and at other times if it deemed necessary.

WITHDRAWAL

Withdrawal's after the 15th of the month will be subject to a 2 week tuition fee. A minimum of 2 weeks written notice is required for withdrawing for any reason. If the required time of notice is not given, the parents will be charged for the full 2 weeks along with any applicable late and collection fees. This allows the preschool time to fill your spot with a family on the waiting list or list an opening.

CONFIDENTIALITY

All information regarding your family’s needs, file components, medical information, and conversations will be handled with the appropriate confidentiality. Information will only be shared with those persons requiring the knowledge to better serve your family.

ATTENDANCE

A parent should notify the preschool by 9:00am whenever a child will not be attending on a scheduled day. Teachers will attempt to wait to start all activities for when all children have arrived, so a timely notification is appreciated. The Director should be notified if a child is ill. This will enable the staff to keep track of any illness that may occur at the school.

Discipline

St. John Paul II Preschool, parents, and children will adhere to the code of discipline given to all parents at the time of enrollment. The teachers will gently redirect the children when possible. Parents are informed of inappropriate behavior that can't be resolved using the school code of discipline. The school and staff will adhere to the school confidentiality policy for all students at all times. Our goal at SJP II is to limit the use of suspension, expulsion and other exclusionary measures. The teachers and Director will work with the child and parents to address ongoing challenging behaviors or issues before a decision to exclude is considered. These steps include assessing the function of the behavior/issue, working with families and professionals to develop an individualized plan to address the behavior/issue, and positive behavior support strategies as part of the plan (positive behavior support strategies can include removing materials or modifying the classroom environment that triggers challenging behaviors, or create a predictable daily schedule so children know what to do and when to do it).

Discipline Cont.

Exclusionary measures are not considered until all other possible interventions have been exhausted, and there is agreement that exclusion is in the best interest of the child. Circumstances when a child is frequently harmful to themselves, other children, or adults (physical or relational aggression, verbal bullying, and refusal to observe classroom rules) are all subject to exclusion. If exclusionary measures must be taken, we will offer assistance in accessing services and an alternative placement. Faith Preschool complies with all federal and state civil rights laws. The student files, history, health, and parent information are kept confidential in a locked filing cabinet in the office or classroom, but are immediately available upon request to administrators and teaching staff who have consent from a parent or legal guardian to access the records, the child's parents or legal guardians, and regulatory authorities.

Immunizations:

All students must have on file a current immunization record with a physical within 30 days of entering school. The physical should be updated every year. Your child will not be enrolled in the school if out of compliance with the state rules and regulations. At time of enrollment, some children in care may not have current immunizations, but must have up to date forms no later than the 30th day of school.

Biting Policy

Children who bite are given a verbal warning the first time it happens and the parent is notified. The second time a biting incident occurs, the child's parent will be asked to pick him/her up from the preschool and stay at home one school day or until the situation can be resolved and the biting has stopped. The third time the child has a biting incident, they must stay home from school for an extended time determined by the Director.

PARENT ACCESS

A parent of a child in care shall be permitted access, without prior notice, throughout the school. Viewing of recorded video will only be allowed when the privacy of ALL Children and families can be protected. In cases where Family Court or other legal entities have established visitation or custody rights, a copy of the orders must be provided to the Center. The orders of the court will be strictly followed unless the custodial parent requests a more liberal variation of the order in writing.

VISITORS

Visitors are asked to schedule appointments and are allowed in school areas at the discretion of the Director. Any adult without a child in attendance must be cleared by administration to be allowed in the building.

RELEASE OF CHILDREN

St. John Paul II Preschool maintains a strict policy regarding the individuals to whom we release a child. The enrollment forms require a parent to specify at least 2 individuals to whom the child may be released either on a regular or emergency basis.

RELEASE OF CHILDREN CONT.

The regular pick-up/drop-off parent will be given a door code for use by these people only. Do Not give out your code to emergency contacts. They will be allowed in by a member of staff after proper ID is given.If you give out your code to unauthorized user, you are subject to fines.

All parents and others on the property are subject to be asked for picture ID at any time. Remember not all staff will know you, or to which child you belong. This policy ensures that we not only get to know you, but that your child's safety is of utmost importance.

Advance written notice is required for a child to be released to an individual other than the parent. In the case of an emergency, the Director may be notified by phone as to the name, address, phone number, and physical description of the person who will be picking up. The Director will then call the parent back to verify this authorization. Once this individual arrives at the school, a staff member will verify the individual's identity by reviewing a picture ID.

If an unauthorized person attempts to pick up a child, a parent or emergency contact person will be immediately notified. Should the parent not be able to be reached, the child will not be released. Should an unauthorized person become uncooperative with the school's policy regarding the release of the child, the local police will be notified.

St. John II Preschool will not release a child to any parent, relative, or other authorized adult who appears to be impaired using drugs or alcohol. In this event, a phone call will be made to a parent or emergency contact.
During drop off and pick up we ask that you not be on your phone. We understand that life can be busy and it is a "norm" to multi task, but these moments of connection with your child and child's teacher are of upmost importance to us and to the well being of your child.

ABUSE POLICY

Saint John Paul II Preschool staff are required by the State to report any and all instances of suspected child abuse or neglect. When a staff member has information or evidence of suspected abuse, the Director or Owner will immediately inform DFCS or the proper authorities.

Shaken Baby Syndrum & Abusive Head Trauma

Recognizing Signs

Children are observed for signs of abusive head trauma including irritability and/or high-pitched crying, difficulty staying awake/lethargy or loss of consciousness, difficulty breathing, inability to lift the head, seizures, lack of appetite, vomiting, bruises, poor feeding/sucking, no smiling or vocalization, inability of the eyes to track and/or decreased muscle tone. Bruises may be found on the upper arms, rib cage, or head resulting from gripping or from hitting the head.

Responding to suspicion of SBS/ABT, staff will:

- · Call 911 immediately upon suspecting SBS/AHT.
- · Call the parents/guardians.
- · If the child has stopped breathing, trained staff will begin pediatric CPR.

Reporting:
Instances of suspected child maltreatment in childcare in Florida are reported to:
Florida Department of Children and Families' Florida Abuse Hotline. An online abuse hotline is available for professionally- mandated reporters to report suspected cases of abuse, neglect, abandonment, or exploitation of children or vulnerable adults at
https://reportabuse.dcf.state.fl.us/ or you can call 1-800-96-ABUSE

Prevention strategies to assist staff in coping with a crying, fussing, or distraught child Staff first determine if the child has any physical needs such as being hungry, tired, sick, or in need of a diaper change. If no physical need is identified, staff will attempt one or more of the following strategies:

- · Rock the child, hold the child close, or walk with the child.
- · Stand up, hold the child close, and repeatedly bend knees. Sing or talk to the child in a soothing voice.
- · Gently rub or stroke the child's back, chest, or tummy.
- · Offer a pacifier or try to distract the child with a rattle or toy.
- · Take the child for a ride in a stroller.
- · Turn on music or white noise. In addition, the home:
- · Allows for staff who feel they may lose control to have a short, but relatively immediate break away from the child.
- · Provides support when parents/guardians are trying to calm a crying child and encourage parents to take a calming break if needed. Prohibited behaviors: Behaviors that are prohibited include (but are not limited to):
- · shaking or jerking a child
- · tossing a child into the air or into a crib, chair, or car seat
- · pushing a child into walls, doors, or furniture

Training Required:

- · All staff will have shaken baby syndrome training
- · All staff will have safe sleep training.
- · All staff will have training on recognizing, responding to, and reporting child abuse, neglect or maltreatment as well as brain development of children up to five years of age.
- · All staff will we informed of the policy and consequences of not following it.
- · Web site resources will be available to all staff as additional training.

EMERGENCY CLOSING

Saint John Paul II Preschool will make every reasonable attempt to open on time and remain open in the event of inclement weather. However, it may become necessary for the school to cancel classes or delay opening. Parents should watch for school closings on our facebook page or check email and text from the Director.

Should parents be prevented by weather conditions from reaching their children, the staff will care for the children and maintain a proper ratio, until the parents may reach the school. Emergency plans have been developed and are posted for parents to review in the lobby of the center. Should the building require emergency evacuation, the staff-child ratios will be maintained, and the children will be evacuated. The evacuation site varies by center and is posted in the lobby of the facility.

SAFETY

All doors to the preschool buildings will be locked after 9:00 am. After that time you will need to check your child into school through the preschool office. The doors will be unlocked for 15 minutes at pick up time. Please call the office in the event your child is ill or will not be attending school that day. The preschool adheres to the DCF requirements of monthly fire drills and severe weather/ lockdown practice drills. All of the staff are trained in CPR and First Aid and the director is certified with an Allergy Treatment License to administer an EpiPen in the event of an anaphylaxis emergency. We do not administer medications or sunscreen during the school day.

General Information

REST TIME

Children in all classes are required to lie quietly on their sleeping cots for a minimum of 30-45 minutes. This allows those children who do wish to sleep a quiet length of time in which they may do so. Quiet music is played, the lights are dimmed, and it is a period of relaxation for non- nappers as well. Those children who do not fall asleep during the initial quiet time are given the opportunity to select quiet activities such as books or puzzles to occupy themselves while their classmates continue to rest.

OUTSIDE PLAY

Our policy is that children will be allowed to participate outside if the temperature is above 32 degrees or below 95 degrees. Our goal is that your child spends lots of time outside playing and exploring Gods world. We will use our large central indoor space on days we are not able to go outside to get those wiggles out.

Please make sure your child always has appropriate attire for both Hot and Cold weather. If you wish for your child to stay indoors for a period, you must fill out a “Limited Activity” form with the front office staff.

However, if a child is not well enough to participate in All school activities, it is probably a best practice to keep the child at home until he or she is well enough.

BIRTHDAYS

Please contact your preschool teacher for information on planning a birthday celebration at preschool during the school day.

ALLERGIES

If your child is allergic to any foods, the preschool must be notified by means of a doctor's note. Each child will bring their own snacks so it is helpful for the preschool to know ahead of time so we can make sure each classroom is aware of allergies.

TOILET TRAINING

Toilet Training is one of the physical development's children usually acquire between the ages of 2 and 3 . As a skill, it must be reached in a child's own time, but we do ask that as a parent try your best to have any child entering at 3 years of age, be potty trained.

Children in the 2's class will need to provide diapers and wipes of choice, please make sure to put your childs name on both the diaper and your wipe container.

Our front desk does have resources on tips and tricks for potty training, if you are interested please stop by and ask for this resource.

PARENT COMMUNICATIONS

Parent Communication will be done in a variety of ways, below are some examples of how teachers and administration may communicate.

Newsletters - Monthly newsletters are sent home to keep parents posted on school activities. This will either be in each child's back pack or emailed.

Email - The school will send out emails throughout the school year to remind and update parents on upcoming events. Please be sure to subscribe to brightwheel/enrollment system to stay current on all activities.

Information Boards - Bulletin boards or signs will be available at the door of each classroom and in the preschool front entrance. Information is provided about upcoming school and community events. It is recommended that parents check the boards regularly to get updates on the planned program in the classrooms.

Social Media - St. John Paul II Preschool will use Facebook. Please find our page and become a fan/ follower. We will periodically update our Facebook page and from time to time you will get to see a great picture or update of your child.

Daily Conversations - No newsletter or written communication should ever take the place of dialogue between parents, teachers, and directors. Parents are encouraged to speak and engage teachers daily to verbally communicate how their child is doing at home, and teachers doing the same about the child's performance at school.

HEALTH AND WELLNESS

WELLNESS AND MEDICAL POLICY

Staff and Parents must do all that is possible to promote a healthy environment for all children and other staff members. Teachers must make sure they and the children wash their hands before meals, after art projects, after toileting and diapering, after coming in from outside, and after wiping noses. Teachers must also wash their hands when changing gloves, before and after diapering, after assisting a child with toileting, and when meeting bodily fluids. Parents should also be asked to wash their hands if they plan on staying in the preschool longer than the time necessary to drop off or pick up their child.

Please do not bring your child to the preschool showing signs of ill health, a supervisor will be notified immediately, and the child should not be accepted for the day. An exception will be given if a licensed physician has examined the child and indicated in writing that there will be no health risk to that child or others, and the child can participate in all activities, including outdoor play. Examples of health symptoms that require exclusion from the preschool include (but are not limited to):

- severe pain or discomfort in the joints, abdomen, or ears
- vomiting or diarrhea (2 or more instances within a 2-hour period)
- severe coughing or sore throat
- oral temperature of 100.3 degrees or more accompanied by other behavior changes
- jaundice skin or eyes
- red eyes with discharge
- infected, untreated skin patches or severe itching of body or scalp.
- difficult or rapid breathing
- skin rashes lasting more than 24 hours. (excluding diaper rash)
- swollen joints, visibly enlarged lymph nodes, or a stiff neck
- blood/pus from ears, skin, urine, or stool
- unusual behavior characterized by listlessness, loss of normal appetite, or confusion
- symptoms of chickenpox, impetigo, lice, scabies, or strep throat

PARENT RESPONSIBILITIES

- Complete the authorization form
- Complete the medication form
- Have childs immunization record and allergy information on file
- provide a doctors note if child missed school for an appointment or has new health updates that school needs to be aware of.

EMERGENCY MEDICAL PROCEDURE

If in the instance where a child requires additional medical treatment outside of what teachers and staff are able to do, immediate action will be taken. The immediate needs of the child will be met by a staff member while another member initiates the EMS by calling 911. Once the medical treatment is in route, the parent will be notified. The EMS will assess the situation and determine where the child will receive the next level of treatment. If it is determined that the student needs additional treatment, they will be transported to the nearest Emergency Hospital which is posted in the lobby of the center.

The preschool cannot be held liable in any way for incidents and accidents that occur while on St. John Paul II Property. All Medical and Doctor's bills will be the responsibility of the parent and insurance company.

The name of your child's doctor and contact information must be kept on file and updated as needed.

CLEANING AND SANITATION SCHEDULE

The entire school should be cleaned and sanitized daily.

DAILY

- 2 step sanitizing system on all toddler toys used that day, along with all tables, chairs, cots and shelving.
- Sweep and Mop all floors
- Clean and sanitize all bathrooms, food prep areas, and kitchen.

WEEKLY

- Professional cleaning company comes in and scrubs floors, deep cleans bathroom facilities and other areas that are in our cleaning protocal.

MONTHLY

- 2 step sanitizing system on all kitchen shelving and food storage areas.
- Air filters changed.

SMOKING

To keep St John Paul Preschool as healthy as possible, we are a smoke free school. Parents, staff, and visitors are asked to comply with this request throughout the property.

SCHOOL DAY

ITEMS TO BRING

All Ages

- Two full changes of clothing including socks in a plastic ziplock bag
- An oversized shirt or smock for messy activities
- Sunscreen and bug repellent of parents choice - each should be **labeled** with child's name.
- Diapers (or pull ups) wipes, many extra sets of underwear if “in training”. (14 month & 2's) Water bottle and morning snack (**labeled** with name)
- Rain Jacket for rainy days play and water play
- If attending extended day - packed and l**abeled** lunch, afternoon snack, blanket for naptime, a favorite sleep toy can also be provided.

All items brought to school should be conspicuously labeled. Extra clothing should be provided as seasons change and the child grows. Feel free to leave clothes in the child’s cubby in a labeled bag and change them out weekly or as needed. Appropriate outdoor apparel is needed daily as every effort is made to have lots of outdoor time. Additional sets of clothing and underwear will be needed when potty training. Blankets should be taken home weekly to be laundered if staying for extended day. Please remember to label all items brought to the school. SJP II Preschool cannot be held responsible for any lost, stolen, or broken items.

CONCLUSION

We are proud to serve you and your family here at our preschool. Our goals will always be to provide an atmosphere in which your child can grow and develop at the most appropriate pace possible by giving you and your children a safe, nurturing, and faith filled place to learn. We strive to keep the cleanest facility possible, along with the best in curriculum, and the friendliest staff in the area. By focusing on these areas, we can provide each child an environment where they can learn, grow, and develop while they feel at home.

Thank you for choosing St. John Paul Preschool.

Note - If any discrepancy arises between this handbook and the Enrollment Agreement, the Enrollment Agreement supersedes.

Please request a new copy of this Handbook every August, when it will be updated.

I have completely read and understand the Operational Policies and Procedures of St. John Paul II Preschool. By signing this form, I agree to abide by all policies and procedures located in this Handbook. I also agree that I have been given a copy of the Operational Policies and Procedures Family Handbook, and a copy of this signature page has been placed in my child's record.

Child's Name: _____

Parent / Guardian Name: _____

Parent / Gaurdian Signature: _____

Date: _____

Office Staff Signature: _____

Date: _____