



Welcome!

We would like to welcome all our new families to Bobbie Noonan's!
To all our returning families...we are glad to have you back!

Website

Weekly and monthly newsletters, calendars, special events, etc. can be accessed on our website.

Go to www.bobbie Noonans.com/frankfort/

To view weekly newsletters, click on your child's class:

Nursery (2 year old's)

Juniors (3 year old's)

Pre K (4 year old's)

Kindergarten

Please make it a habit of reading each newsletter so you will stay updated on all the happenings at school. Newsletters will not be sent home!

Remind App

It is mandatory that all families sign up to receive important updates (emergency closings and special events) regarding our center. If you have a smartphone, you will receive push notifications. If not, you may receive text or email notifications.

Sign up is easy! Directions are included in this packet.

- ❖ Parents of previously enrolled students who did not attend during the summer will need to sign up for this app every school year.

Tuition Payments

Tuition for daycare students is due the morning of the first day your child attends. If you are a preschool parent (children who attend the morning portion of our program only), tuition is due the first day of every month. If you are paying cash, please put your payment in an envelope labeled with your child's first and last name.

We offer the convenience of accepting credit/debit card payments and ACH payments. Personal information is required to set up this service. If you are interested in making online payments, please fill out the Tuition Express form that is included in this packet and return to the office.

Late Charges

Any child left in the school after our closing time will be charged a fee of \$10.00 for every 15 minutes. Please adhere to the agreed drop off and pick up times, as we staff accordingly. If you are running late, please call the school.

Daycare Drop off/Pick up Procedure

Children attending daycare(all day), are required to be walked into the building and signed in by an adult. If you will be dropping your child off between the hours of 8:15 and 9:15, be aware that this is a very busy time. Please park in one of the parking spaces and carefully walk your child across the parking lot. All daycare children need to be signed in/out every day. Sign in/out sheets can be found on the shelf of the Nursery and Junior room foyers.

Preschool Drop off/Pick up Procedure

Children who attend preschool, the morning session only, will stay in their car until a staff member comes outside to help them out of their car. To help with this procedure, we ask that your child be unbuckled prior to their time to exit their vehicle. Parents, please stay in your car during this time,

At the Back to School Night, you will receive a bright colored paper with your child's name on it. At pick up time, please place this paper in the passenger side window. This will help with knowing who is next in line for pick up. After your child has been placed in the car, please pull up to buckle them in.

All students will be dropped off and picked up at our side entrance.

Class Times

Nursery class 8:30-11:30

Junior class 8:30-11:30

Pre K class 9:00-12:00

Kindergarten ½ day 9:00-12:00

Kindergarten extended day 9:00-2:30

Sign In/Out

All children must be signed in and out daily. For daycare parents, the sign in/out sheet is located outside of your child's classroom. At pickup, for daycare students, all authorized adults will be asked for their ID until the staff becomes familiar with them. A teacher will assist each child with hand washing upon arrival. .

All **preschool students** will be signed in by the staff member assisting at the school door.

Supplies

Please send your child's school supplies in a large Ziploc bag labeled with your child's first and last name.

Attention parents of preschool children: (those who attend the morning portion of the day) your child will need a **2 pocket folder** to carry their papers to and from school. **NO Backpacks!**

Medicals

An updated medical form is mandatory for all currently enrolled students. If your **child receives any type of immunization, please send that form to the office.** If you need a new physical form prior to visiting your doctor, please contact the office. All medicals are good for 2 years from the physical date and cannot be more than 6 months from the start date. It is a state requirement that all children entering Kindergarten get a dental and vision exam. Please send all medical documentation to the office as soon as possible.

Medicine

If at any time your child needs medicine, please be sure it is a prescription with full instructions listed on the container. We cannot administer over the counter medicine unless it is prescribed by a doctor and is accompanied by a signed doctor's note. A medicine sheet, will need to be filled out by the parent. Please ask your child's teacher for assistance.

Breakfast

Breakfast is served daily between 7:30 a.m. and 8:00 a.m. to daycare children who have signed up to eat breakfast. There is a fee of \$2.00 per day for this service. If your child is not signed up but you would like them to be, please contact the office.

Naptime

If your child naps at school, they will be given a cot sheet and blanket(new students). Your account will be charged \$9.50 for the first week of school. Once a week, Bobbie Noonan's will wash the cot sheet and blanket. **No stuffed animals or pillows are allowed.**

Personal Items

Please label all clothing; jackets, winter coats, etc. with your child's first and last name. Many children have the same type of clothing and we cannot be responsible for items not labeled. If for some reason an item ends up on the wrong coat hook or on the wrong student, please return that item to your child's teacher. Children are **not** permitted to bring toys, snacks, or money to school. Please keep these types of items at home.

Notes

The most effective form of communication with the school is a note sent with your child. You may also email us at frankfort.director@bobbienoonans.com. You will receive a response as soon as possible.

The first day of school is a very important event. Realizing this can help you make this a positive experience for your child. For some it will be the first major separation from their family. Your greatest gift to your child at this time is your love, support and understanding. Please remember, you can always call to check on your child. They are certainly in great hands!!

