



The Family Connection

From the Coordinator

I would like to extend a warm welcome to all of our new and returning families. We are happy that you have selected one of our programs for the care and education of your child.

We are a large, financially self-supporting department within the District. We have approximately 300 preschool age children attending one of five different nationally accredited Early Childhood programs throughout the district. Our Kids' Club program operates within each of the six elementary schools before and after school and we also offer after school activities and homework time at Meads Mill. This program is called Club-Mid and is available to all middle school students. A shuttle bus is provided to transport Hillside students to Meads Mill. Our school age enrollment is approximately 900 students

All of our programs embrace an approach to education that nurtures and encourages curiosity, builds on children's interests and supports social/emotional development. A wide variety of materials are available for creative expression and activities are designed to extend and build on children's abilities and skills.

For more information on our curriculum, please visit our website: earlychildhood.northvilleschools.org

~ Eileen Freeman

Old Village School

We are looking forward to the transition of our Main Street Early Childhood programs to their new location in Old Village School. We anticipate we will be moving into our new classroom spaces in early October. The main reception area will be staffed with EC Administrative Assistants and staffed from 7:00 a.m. – 6:00 p.m.

Motor Skills Program

In light of the new fingerprint requirements from the State of Michigan, we are reviewing the impact of the new law on our long-running motor development program. Potential changes in the way we operate the Preschool Motor Program will likely need to be made. More information will be coming soon!

Key Fob Protocol

Security Access Key Fobs are to be used for entry to our Early Childhood and Extended Day programs ONLY. Using the key fob to access the building for any reason other than taking your child to one of our programs is an unauthorized use and may result in loss of your key fob since it presents a security concern. Please be sure to let us know if you lose or misplace a fob so it can be deactivated. If you leave the program and will not be returning, we ask that you turn in your key fobs. Thanks for your cooperation in keeping our schools safe.

Absences

We ask that parents call or email the classroom teacher on-site or the Early Childhood office to report any absences or deviations in scheduling. Payment is required for any space that is reserved regardless of attendance. Your child's safety is our #1 priority. **Due to the nature of children arriving to PM Kids' Club directly from their classroom, it is particularly important their absences are communicated by the parent to the Kids' Club staff.**

Pre-School Pictures . . .

Photographers will be at:

Ridge Wood	10/8 & 10/9
Thornton Cr	10/9 & 10/10
Main Street	10/10 & 10/11
Winchester	10/8

If your child is in Parent/Child, look for more information to come from the classroom teacher.

Nutrition

A parent wishing to bring food for a special occasion may ask the child's teacher about quantity, storage facilities and potential classroom allergy concerns. All foods from home can either be whole fruits or commercially prepared foods in factory sealed containers. Popsicles are a great option!



Northville Public Schools Early Childhood Education and Extended Day Programs

Office is located at Ridge Wood Elementary School on Six Mile Road west of Ridge Road.

Phone: 248-465-2550

Fax: 248-465-2561

Email: ecteam@northvilleschools.org

Website:

earlychildhood.northvilleschools.org

Illnesses

If your child is diagnosed with any of the following diseases, please let us know what it is when you call in your child's absence: Measles, Rubella, Mumps, Encephalitis, Hepatitis, Scarlet Fever, Pertussis (Whooping Cough), Scabies, Conjunctivitis (Pink Eye), Meningitis, Strep Throat & Pneumonia. For more information, please review this section of the Parent Handbook available on our website at earlychildhood.northvilleschools.org

Medications

Ideally, all medications should be administered at home. If your child requires medication while in our care, then by law, we must have the proper medication forms completed and signed by both parents and physicians. Medication forms are available through your child's Head Teacher or the EC Office. Additional information is available in the EC Parent Handbook.

EC Calendar . . .

Please check the Parent Board at your child's location for specific dates of operation. Each month check this newsletter for Important Dates. Let us know if you have any questions or need clarification. Calendars are also located on our website by program.

EFT Payment Option . . .

We have an easy payment option available. Never write another check for your preschool or child care payments. Sign up for the **Electronic Funds Transfer (EFT) Automatic Payment Plan**. For more information about this option or about any other billing questions, please visit our website: earlychildhood.northvilleschools.org

Billing/Payment Information

Monthly invoices will be **emailed** to families with children in **Full-Day Pre-K, Kids' Club & Club Mid**. Your invoices should arrive around the 20th of each month for the upcoming month. Payments are due by the first of each month. Next payment is due by October 1st, for the period of 10/1/18 – 10/26/18.

Payment boxes are located at Main Street School, Thornton Creek and Ridge Wood. We also have a locked drop box located next to the parking lot at Ridge Wood. Please remember to include your child's name in the memo of your check. ***Please keep your monthly statement for your records. We do not need these back. This will serve as your receipt of your payment from the month prior. They can be used for tax purposes & Flexible Saving Accounts.***

Schedule Changes

Per our Parent Handbook, a permanent schedule change for Full-Day Pre-K and Kids' Club children may be made on an availability basis. **A two-week notice is required and must be submitted in writing.** Families are permitted two permanent schedule changes per school year (Sept.-June). A third or any subsequent changes will incur a \$25.00 processing fee.

School Closing Information

All Early Childhood Education and Extended Day Programs will be closed whenever the Northville Public Schools are closed due to inclement weather or other emergency situations that may arise. Announcements for school closings are sent out via ListServ as well as to local TV and radio stations. Visit the NPS website to subscribe to Listserv.

Licensing Update

All programs operated by the Early Childhood Education & Extended Day Programs throughout the district are licensed by the State of Michigan Department of Human Services, Office of Adult & Child Licensing. A copy of the license is posted on site at each building. The Licensing Rules book is also available at each of our locations. In addition, a Licensing Notebook, which contains licensing inspection reports, corrective action plans and any special investigation reports, is also available for parent review at each location.

Developmental Screening

We are excited to invite our Pre-K families to participate in an important part of your child's education. We are asking that you complete an on-line developmental screening provided by the Great Start to Quality - Help Me Grow program. The screening will take about ten minutes to complete and provides us with valuable information to support your child's growth and development. More details will be coming to you from your child's teacher in early October.

Northville Public Schools **Early Childhood Education and Extended Day Programs**

2018 – 2019 Integrated Pest Management Program

Northville Public Schools, in keeping with State of Michigan Pest Control Act of 1976, as amended and Regulation Number 637 had adapted a plan of action for controlling insects, rodents and various pests in and around our facilities. The district's plan of action for controlling pests, which incorporates the practices of Integrated Pest Management (IPM) has received approval from the Michigan Department of Agriculture. Each school is visited on a monthly basis.

Class Openings Available

- **Full-Day Pre-K @ Ridge Wood**
Monday – Friday available
- **Full-Day Pre-K @ Main St.**
Various part-time (2-4 days per week) available
- **Full-Day Pre-K @ Thornton Creek**
Monday – Friday available
- **Half-Day Pre-K 3's @ Thornton Creek**

**You have to
water the
flowers you
want to grow.**

Stephen R. Covey



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