

## Assumption Early Childhood Learning Center Attendance, Health and Illness Policies

### Attendance

To gain maximum benefit from our preschool program, regular attendance is expected. If your child is going to be late or absent due to illness, doctor's appointment, etc., please notify the preschool office. Children should not be absent more than 20 days during a school year. If a child is absent more than 5 days in a month then documentation from someone other than the parent is required, such as a physician, or other party upon the child's return to school. Arrangements for absences due to other circumstances should have prior approval from the school. Parents/guardians of **VPK children** will need to sign and follow the attendance/tardiness policy, which will be provided at the onset of school.

**Every child should be at school on time.** Our preschool program begins promptly at 8:00am. When children enter the classroom late it interferes with the learning environment and the children's learning process. **If your child will be arriving late due to a doctor's appointment, please notify the school in advance.** If your child does arrive late, the class, teacher, or activity should not be interrupted, **especially during prayers.**

**NONCOMPLIANCE WITH THIS POLICY COULD RESULT IN THE DISMISSAL OF YOUR CHILD FROM OUR PROGRAM.**

### Health and Illness

Your child's health is a matter of importance to us. Assumption Early Childhood Learning Center is a place for WELL children. If you receive a call that your child is ill, **PLEASE** make arrangements to pick-up your child immediately to protect the health and well-being of the other children and our faculty. **You are expected to pick up your child from the office within an hour.** Depending on the illness, your child will probably be moved from his/her classroom and remain in the preschool office until picked up.

**DO NOT** bring your child to the preschool if he/she has had any symptoms discussed below in the past 24 hours. When children return to school before they are really well, they don't feel like participating in our activities. They also share their germs with other children and adults and are at risk for another infection; **therefore sick children must remain at home for at least 24 hours after pick up. They may not come to school until they have been fever free or symptom free for 24 hours. Example, if your child is picked up at 10:30am on Monday morning, he/she may not return to school until Wednesday morning at the earliest. A note is made of pick up time.**

Control of communicable disease in the preschool environment takes a cooperative effort on the part of the parents and the faculty. **The Assumption Early Childhood Learning Center will not dispense any medication.**

Illness requiring temporary removal from the Preschool include the following:

- **Diarrhea:** If diarrhea is apparent, and the Director feels it is necessary for the child to go home, the parents will be notified.
- **Temperature elevation:** When a temperature elevation is suspected, the child's temperature will be taken. If your child has a temperature over 100°, parents will be notified and asked to pick up the child immediately.
- **Rash:** Suspected contagious disease, (e.g. measles, chicken pox, scarlet fever, etc.): When a rash is noted, the child's temperature will be taken. The child's parent will be notified of the rash. If a contagious disease is suspected, the parent will be requested to pick the child up immediately.
- **Lung Congestion:** Serious lung congestion and cough in children will necessitate their absence from the preschool until the condition improves.



- **Prolonged vomiting:** If a child has vomited before he/she comes to school, then the child should be kept home for 24 hours. If vomiting occurs while the child is at preschool, the parents will be notified and requested to pick the child up immediately.
- **Conjunctivitis:** “Pink Eye” is the infection of the membrane covering the eye and eyelid, pink color instead of white eyes. The child’s eyes may be irritated, swollen or crusted in the morning. The child will need to be on medication for at least 24 hours.

**If your child is sent home with any of the above illnesses, he or she must be kept home for 24 hours before returning to Preschool. When children return to school before they are really well, they don’t feel like participating in our activities. They also share their germs with other children and adults and are at risk for another infection; therefore sick children must remain at home for at least 24 hours after pick up. They may not come to school until they have been fever free or symptom free for 24 hours. Example, if your child is picked up at 10:30am on Monday morning, he/she may not return to school until Wednesday morning at the earliest. A note is made of pick up time.**

- **Lice:** Any infestation of head lice must be reported to the Director immediately. The parents of the children in that classroom will be notified (not using the name of the child involved). All the children in the classroom will be head-checked. If your child is infested with head lice, an initial and follow up treatment is required before returning to school.

Again these policies are for the protection of your children and our faculty. Your cooperation is appreciated.

For any questions and/or concerns in this matter, please contact the Director, Christina Petre, at the preschool office.