

Star of Bethlehem Lutheran Preschool Class Information

CLASS TIMES:

3K Preschool: Tuesdays and Thursday from 9:00 a.m. – 11:30 a.m. (doors open at 8:45am)

3K Extended Preschool: Tuesdays and Thursdays from 8:00 a.m. – 12:30 p.m. (doors open at 7:45am)

4K Preschool: Mondays, Wednesdays, and Fridays from 8:00 a.m. – 12:30 p.m. (doors open at 7:45am)

4K Preschool: Mon, Tues, Wed, Thur, and Fri from 8:00am-12:30pm (doors open at 7:45am)

Early Learning Center: Monday through Friday, 7:00am – 5:00pm when Star school is in session

EARLY LEARNING CENTER (ELC): *ELC is a structured program that offers all day/hourly care for children enrolled in our extended preschool day and care is needed beyond preschool hours. The ELC Program operates Monday through Friday from 7:00am-5pm anytime Star of Bethlehem School is open. The cost to attend this program is \$6/hour. Contact the school office to enroll. If your child will be in ELC during the afternoon hours, please send along a blanket or stuffed animal for them to cuddle with during rest time. Mrs. Michele Eschenbacher is the lead teacher in ELC and will handle any schedule changes/additions you may have throughout the year.*

Her email address is meschenbacher@starofbethlehem.org

TUITION: *The first month's tuition is due at one of the Summer Registration Sessions or on the first day of school. Tuition payments are made each month through our TADS Program.*

PICK UP: *All children must be accompanied by an adult when entering or leaving the classroom. No child will be released to anyone other than the registered caller, unless the parent sends a note or personally contacts the teacher. Please supervise siblings when picking up your child. Our materials are designed for children 3 and up, so there are many choking hazards and dangers for toddlers. Children should never be left unattended. **Please pay special attention to the Pick Up/Drop Off Instruction Sheet for more detailed information regarding this.** Also, please be considerate of voices in the hallway as other classes are still in session during pick-up times*

SICK CHILDREN: *If your child is sick please do not send them to school. Please call the school office any time before the session starts to notify the teachers if your child will be absent. You will be notified by the school office to pick up your child should the teachers feel your child is not well enough to be at school.*

SNACK: *Children are to bring a snack each day when they come to school. Since we only have about 10 minutes to eat snack, only small portions of food are needed. Snacks such as crackers, cereal bars, fruit, yogurt, and pretzels are just a few suggestions. Milk should be purchased by each student to drink at snack time. If your child has a dairy allergy, feel free to send along a water bottle. Snack will be kept in your child's cubbie until the snack time portion of our day*

BIRTHDAY TREATS: *We would love to celebrate your child's birthday with them. We do ask that any treats that are brought in are individually packaged by the manufacturer. Please communicate to your child's teacher if you will be bringing in a special treat.*

LUNCH: *Children who are enrolled in our extended day preschool program (8am-12:30pm) will have lunch at school. You may choose daily between hot lunch or a cold lunch brought from home. Hot lunch is brought to our school from the New Berlin School District. There is no charge for those students who choose hot lunch. We just ask that you check the menu and make sure it is something that your child would enjoy eating. Cold lunch is a lunch brought from home. Please make sure that your cold lunch is kept cool in a lunch box or sack labeled with your child's name and placed on top of their locker. Each morning your child mark what kind of lunch they are having on our **LUNCH BOARD** just inside the classroom door. Water will be served to drink at lunch.*

FIELDTRIPS: *We will go on many fieldtrips throughout the year. An information slip will be sent home prior to each trip. Most trips need volunteer drivers and chaperones. Younger siblings are not permitted to attend. Signing up to be a chaperone is a wonderful opportunity for you to meet and interact with your son/daughter and their classmates. There may be times when you are assigned a group of children to watch over. Please be committed to those children. The previously paid registration fee covers the cost of the fieldtrips for the student. However, there may be an occasional charge for chaperones. All chaperones will be asked to complete a Volunteer/Driver Form prior to attending/driving on any field trip.*

NEWSLETTER: *Each week a newsletter will be sent home explaining what we did during the week. It's always good practice to reinforce at home what your child has been working on in preschool. You will also receive a copy of the Star Connection, Star's all school newsletter each Friday.*

CHAPEL: *Once each month the preschool students will have their morning devotion in church with Pastor Schwartz. Devotion will begin at 8am or 12:45pm depending on the class your child is enrolled in and will last around 15 minutes. Parents are encouraged to join us for chapel. At each chapel service, the children will sing one of the songs that they have been working on during the week. Watch our weekly classroom newsletter for specific dates. We hope you will consider joining us!*

OUTSIDE PLAY: *Weather permitting we will go outdoors to play during the fall and spring months. During winter we will be using the gym for our large muscle activities. Please dress your child accordingly.*

CLOTHING: *Preschool is messy and active. Students use glue, markers, paint, and other sticky stuff along with having an occasional split milk at snack time. Although we do wear smocks and take precautions to not get things on clothing, it will occasionally happen. Please dress accordingly. Also, please keep an extra set of clothes in your*

child's backpack at all times. This should include pants/shorts, shirt, underwear and socks. Remember to label all your child's belongings.

BATHROOM USE: *Please continue to work with your child on toileting. All children need to be toilet trained and will not be able to attend if they are not. Encourage independence with the removal of clothing, wiping, and the washing and drying of hands. Please use the bathroom at home each day just before leaving. This will cut down on the need for students to use the bathroom just as class is about to begin.*

*The preschool/ELC staff look forward to a most enjoyable school year. May the Lord bless our time together.
If at any time you have a question or a concern, please feel free to contact me.*

*Mrs. Michelle Yass, Director of Preschool and Early Learning Center
3K and 4K teacher
michelle.yass@starofbethlehem.org
Cell (414) 405-3728
School (262) 786-2901*

Preschool/ELC Staff

*Mrs. Kris Witt, Preschool 4K teacher – kwitt@starofbethlehem.org
Mrs. Sara Butler, Preschool 4K teacher – sbutler@starofbethlehem.org
Mrs. Michele Eschenbacher, ELC Lead Teacher, 3K teacher -meschenbacher@starofbethlehem.org
Mrs. Bekah Daley, 3K Preschool Aide
Mrs. Jenni Sundby, 3K Preschool Aide
Miss Kimmie Wandschneider, 3K Preschool Aide
Mrs. Laura Hudock, 4K Preschool Aide*

