Blossoming Buds Preschool General Information

Please keep the following information in your BBP file.

Enrolling at Blossoming Buds Preschool

A. We offer a 10% discount on your second enrollee when siblings attend during the same year.
B. All students in our Buds program and Pre-K must be potty-trained.
    a. Sprouts who are not potty trained must pay an extra $45/month fee. We supply everything.
    b. We will add the $45 to your monthly invoice
C. Tuition is paid from September through June. Tuition is pro-rated.
D. Blossoming Buds does not reimburse money for days/weeks missed regarding sickness, holidays, etc. If your child misses a lot of school towards the end of the school year, you must still pay for the days/weeks/months missed. If you decide to unenroll your student, you will also lose your spot for the following school year.
E. If your child does not complete our pre-K program, upcoming siblings may not get sibling priority enrollment.
F. Tuition invoices will go out on the 25th of each month. All tuition must be received by the 1st.
Any payments received after the 1st will incur a $5 daily late fee.
G. Payment methods:
    a. All payments must be made online using your online invoice. No paper checks will be accepted.
    b. If you would like to pay with a credit card, please let Tristan know, and she will add our 2.99% fee.
H. Returned checks will result in a $25.00 service fee.
I. There will be a $5.00 charge for the first 10 minutes late at pick-up and a dollar for every minute after the first 10 minutes. This late charge will be added to your bill the following month.
    a. We will allow one free pass for picking up late. After that, we will strictly enforce our policy.
    b. Please note: if we notice a student being picked up late consistently up to the 10-minute grace period, we have the right to start charging $1 after the first minute late after the 12:45/1 pm pick-up time.
J. If you ever decide to give up your spot during the school year, we need a 30-day notice, or there will be no tuition refund.
K. We do not fill out evaluations to attend another preschool or pre-K. We are more than happy to fill out forms to help our students get into Kindergarten. If you are thinking about attending another preschool, we have a general letter you can include in our application packet. Or if a school wants to call us, we are happy to schedule a quick phone conversation.
K. We require all students to have their Vaccination Records on file at school. Please contact your doctor for a copy.
L. Rates and fees will be re-evaluated each year.

Blossoming Buds' Parking Plan and Drop-off/Pick-up Regulations VERY IMPORTANT

BBP aims to get the school day started as smoothly as possible. If you are new to BBP, please rest assured that our staff can assist with separation anxiety. The quicker the drop-off, the better the children do throughout the day. If you choose to bring your child in, please keep the visit brief.

** Valet service will start in mid-September

We have **Blossoming Buds Valet Service** to help with the morning unloading so you can quickly get on with your day. The driveway and the load/unload zone in front of the school will be for valet service unloading only, not for parking. We will have two staff members outside from 8:45 am (Pre-K only)- 9:15 am to assist in unloading students. If the valet area is full, please drive past the school and flip around at University View Pl NE. Then wait on the east side of 35th Ave. NE for the next valet spot to open. This will help with congestion that can happen on NE 47th St.

**Please note it is now illegal to turn left or make a U-turn at NE 47th Pl coming south on 35th Ave. NE. If you like to park to walk your child to the front door, please turn onto NE 50th St and come down 36th Ave. NE to find parking around the school. Watch your speed on 36th Ave. NE.

**Families with siblings at BBP: If you have a student in the Pre-K and a younger program, you may drop off at 8:45 am, and your younger child can wait quietly inside until 9:00 am with a staff member.

No Parking Areas

Please do not block the fire hydrant on 35th Ave. NE behind our load/unload zone. Please be respectful to our neighbors and do not block their driveways for any amount of time. Please do not park in front of the stop sign, and, of course, no parking in the morning in our load-un-load area.

Parking Areas

• East side of 35th Ave. NE.
• Southside of NE 47th Street between 35th Ave. NE and 36th Ave. NE
• North side of NE 47th Street between 35th Ave. NE and 36th Ave. NE. Past 36th Ave. NE Along NE 47th Street (please note: you will see a couple of no parking signs, but that is only for Husky game days.)
• 36th Ave. NE has many parking places available during drop-off and pick-up times.

Please share this information with anyone else dropping off or picking up. If everyone follows our parking plan, it will make BBP drop-off and pick-up run smoothly. We are happy to give you a couple of extra copies of this information to share with others.

Please note that our neighbors have our contact information and call us to let us know when cars don't follow our rules. We ask them to give us the make and model of the vehicle and license plate number, if possible. Our neighbors have always been great to us, so we want to ensure we are not disturbing them. We appreciate your cooperation.

Health Policies

Illness Policy

Please be considerate and keep ill children at home. Use your best judgment. If your child comes to Blossoming Buds with symptoms such as temperature, rash, runny nose*, drainage from the eye, diarrhea, vomiting, sore throat, severe cough, severe headache, etc., you will be contacted immediately to pick up the child. Germs can spread fast in a preschool even though we sanitize hourly.
When unsure, please get in touch with Kelly; she will let you know what to do. Blossoming Buds will never give children medication that the parents did not bring. If a child is sick, and the doctor has given the parents' permission that it is safe for the child to come back to preschool, we will provide the child medication if needed. Please bring the labeled medication with the dosage, and we will give the child the right amount at the right time. Please note that most children, when sick, are not contagious after three days, but if the child still has many symptoms (fever, coughing, severe runny nose*, sneezing, tiredness, nausea, etc.), we ask them not to be brought to preschool. If a child has a known stomach virus, they must stay home for 48 hours after the fever breaks AND they stop throwing up. Also, since stomach viruses can spread before symptoms start, if someone in your house has one, we kindly ask that you keep your student at home as well. Thank you for understanding.
We require all students to have their Immunization Records on file at school. You can ask your doctor's office for the Immunization Record form for School.

* A severe runny nose can linger long after a cold has gone away. Unless your child can blow their nose, we ask them to stay home. We are always here to assist them, but when it is severe and constant, we cannot catch it all the time, and it ends up on their clothing. Thank you for understanding.

Highly contagious: If there is anything highly contagious in your house (ie: siblings): Hand Foot & Mouth, Pink Eye, Lice, Croup, Chicken Pox, Covid *in your home* not just your student, you need to let us know so we so we can take appropriate action, as the classroom is such a breeding ground.

Hand Washing Policy

We all know how germy kids' hands can be. That is why we require all students and siblings (who may be with when dropping off) to wash their hands in the bathroom or use our hand sanitizer gel before touching any toys. The children and staff must wash their hands before eating and using the restroom. Blossoming Buds will have sanitation wipes and gel around the facility to ensure the children and staff can always clean their hands/face.

Medication/Allergy Information

If your child has any medical problems that need attention while in Blossoming Buds' care, we highly advise the parents to keep an extra medication set with us. We will keep the medicine in a locked box that will only be used for your child. For the child's safety, we do not allow the medication to be stored in the child's cubby. Please write down any medical concerns your child has on the lines provided and turn them in.

Important General Information

Meals/Water:

- Each student needs to bring a full water bottle each day
- Each student needs to bring their snack labeled in a different bag
- Each student needs to bring their lunch each day
- Please try to provide a lunch and containers the kids can open/close all on their own

Lunch Guidance

As mentioned, each student will be responsible for bringing their lunch each day. Please ensure this is a sensible, well-balanced meal for a growing child. They may have one sugary item in their lunch, such as a fruit roll-up, one piece of small candy, one regular-sized cookie, or a few tiny cookies. Please use your best judgment. We talk a lot about eating our "grow food" first and "fun food" after to help build healthy eating habits. Please provide all utensils.

**We are a nut and peanut-free school **

Clothing/Shoes/Backpack

Please make sure your child comes prepared in the appropriate attire every day. We will be doing arts and crafts and other activities that may cause them to get soiled. Blossoming Buds is not responsible for any clothing that gets damaged. Also, be aware of the weather and dress accordingly. We highly suggest leaving an extra outfit and underwear at school in case of an accident. Put the extra clothing in a Glad-lock bag with their name on it, and we will keep it on a shelf in the bathroom.

If your student has a bowel accident at school that saturates their underwear, we throw it away for sanitation. Please let us know if you want us to save the underwear. Please note: we do not rinse them out before sending them home.

We are a shoes-off facility to help keep the school as clean as possible. We highly advise the students to keep a pair of their favorite cozy slippers in their cubby while at school. A pair with rubberized soles would be helpful on hardwood floors and for fire/earthquake drills. The Pre-K students are to take off their shoes and put them in the basket provided before going upstairs to their classroom. Thank you so much, as this will help keep our school clean.

To keep our routine on schedule, please do not put your children in tie shoes unless they can tie them independently.

*** All students must bring a school bag or a backpack that can fit all their belongings to school. This will help us stay organized and ensure our safety when going up and down the stairs.**

A good rule of thumb is if you can put a typical 8X11 piece of paper in the backpack without folding it/the corners bending then it is big enough.

Outside Play

We understand the importance of kids spending time outside. It is our goal to go out to play every day. On rainy days, “cats and dogs,” we will stay inside and use our gross motor skills through dance, bean bag tossing, games, etc. Please dress your kids accordingly.

Staffing (Very Important)

Blossoming Buds Preschool will always have four staff members, including two teachers and two teacher assistants. The ratio will be 6-7:1. The families must understand that your teaching staff cannot care for your children outside Blossoming Buds. We want all the children to be treated equally. Please respect our policies and abide by them.

Toys/Special Items

We highly recommend that the children bring a toy/book from home if they would like. We will have a “Sharing Time” once a week, allowing the child to get in front of a group to speak and feel good about something they own. This toy/book must be safe for everyone to play with. The child may also bring something special they don’t want to be passed around. If so, we will keep the item locked up before and after “Sharing Time.” We do not allow weapons or anything that may offend others to be determined at the instructor’s discretion. Blossoming Buds is not responsible for any toys/books that are lost or broken. Please keep tabs on what your child brings so we will know what needs to go home each day.

Social Media

Blossoming Buds now has an Instagram account! This is a private account the teachers will use to post pictures of things we’ve done in the classroom each week. We will post 1-4 pictures per week. Only people approved by Tristan will be able to follow and view the pictures. These people include BBP family members, past BBP family members, past BBP students, BBP staff, and past BBP staff. We will not be ‘#’ any pictures to make certain pictures public. Please follow us to get a little window into our world in the classroom!

To follow our Instagram, search on your Instagram account **blossomingbudspreschool**

Birthdays

We know it is hard to have a child’s birthday in the middle of the week when the parents must work. Don’t worry; we will celebrate the child’s birthday at Blossoming Buds. When a child has a birthday, they will be the “star” of the day. This means they get to help their teacher choose what they do during the day. The birthday child will also be allowed to wear a special crown. The parents are encouraged to bring a picture of the child on each birthday of their life (baby-now). These pictures will be shared with the group during circle time. The parents can also bring in a treat! Please keep the item to a “mini” size. Store-bought or homemade are both okay. Please ask Kelly to ensure the treat is safe with children’s allergies and religion. Parents may join! Please ask your teacher what time the party will take place.

Discipline

Every child will be disciplined in the same manner. We want to teach the children to work well with others and become responsible for their behavior. Blossoming Buds encourages the student always to make the right choice. If a child chooses not to make the right choices, we will give them two options to curb the behavior. The choices will usually be along the lines of 1) having some time to themselves away from the other children to think about their behavior or 2) realizing what they did wrong and moving on. Our actions will always depend on the severity of the behavior. If the behavior persists, their teacher and the child will meet about what they can do together to solve the problem. If the problem persists, which we never anticipate, we will call the parents and go from there.

Communication

We like to stay connected with our school's families. You can always contact your teachers via email or phone and expect a response within a day. We will email most of our school memos and print them out if you want a paper copy. We advise the families to check their email every morning before school.
We send out a monthly newsletter to keep you posted on important dates and inform you about what we are learning and any other business regarding the school. We also send an email every Sunday about what the kids will do during the week.
Pre-K and Buds programs will have a parent-teacher conference in December. The Sprouts will have a conference in the spring. Please refer to your BBP Holiday and Event Schedule for the date. At this conference, you will receive a progress report of how your student is doing at school. You will also receive a report in the spring. Before or after the parent-teacher conference, important information will be communicated to you via email or phone call.

Calling the School during School Hours

Because we are so busy during the school day, we do not always answer the phone during school hours. If we notice that it is a student's parent on caller ID, we will do our best to answer it. If you call from your cell phone, we have no way of knowing who is calling, so please let it go to voice mail once and then hang up and call right back. That is our way of knowing it is a family member who has important information before the school day. If you leave a message, we do not check them until after the school day.

Snow/Weather Closure

We make our own snow closure decisions based on the safety of the roads around the school. We put into consideration what elementary schools are doing around the area. If they have a 1-2 hour delay, we will most likely have school. If we miss 3-5 days of school, we will make up these days by adding extra hours to our school day. Days over 5 (combining all programs) will not be made up.
You will be updated via email on any closures.

Earthquake/Fire Procedure

Safety is #1 at BBP! We will conduct a fire/earthquake drill twice a year. If we ever have an earthquake, our staff members will stay with all the kids until someone picks them on their list of people who can pick up your child. We have an emergency kit on each level full of water, granola bars, space blankets, and first aid kits.

Child Abuse Reporting Law Requirements

By law, we must report any indication of child abuse, emotional, physical, sexual abuse, child neglect, or exploitation. The director, Tristan Christophilis, and our staff have taken classes on child abuse and know the direct signs of any abuse. The director will not hesitate to contact CPS (Child Protection Services) if any signs are visible. Abuse is a significant issue and will be taken very seriously. We are not obligated to inform parents if the police or CPS are notified.

First Day of School Checklist:

Please bring:
○ Copy of current immunization
○ Signed verification that you read our rules and guidelines
○ Extra set of clothes in a glad-lock bag with their name on it
○ Vinyl (not paper) school folder. For purchase at BBP for $4
○ Full-size backpack
○ Water bottle/snack/Lunch

**Your teacher will be in touch regarding any program-specific extras they may require. ** **

Please put this form in your child's folder on the first day of school.

Student's name: _____

Program: _____

I have thoroughly read all the rules and guidelines for Blossoming Buds Preschool. I have also shared this information with other family members/nanny who may pick up and drop off. **Please let Tristan know if you would rather sign electronically and she can send it over. tristan@blossomingbudspreschool.com

_____
Signature, caregiver #1

_____
Signature, caregiver #2

_____
Signature, caregiver #3

_____
Signature, caregiver #4