

Emmanuel Lutheran Early Childhood Center

A Ministry of Emmanuel Lutheran Church



September 2017

Dear Parents:

Welcome to the Early Childhood Center! We would like to introduce new parents to the *Sandbox News*. Each month, this newsletter will be posted online. Please check online for important dates and upcoming events. A copy will also be posted in your child's classroom.

New beginnings are emotional times. It is perfectly normal for you and your child to feel happy, excited, sad and lonely all at once! Feelings are real, whatever they may be. Don't try to talk your child out of what he or she is feeling. Rather, help your child to accept these feelings. Try to stay calm yourself. Tell your child that "school" is a place for teachers and friends. Making friends is an important part of growing up, and the classroom is a great place to enjoy many delightful friendships and activities! Please be patient with this process. Sometimes it takes a few weeks, but you and your child will adjust, and we will be here to assist you.

ECC Picture Days

The ECC Picture Days will be October 10th & 11th, information will be in your folders as soon as we receive the ordering envelope.

PRE-SCHOOL PARENT COFFEE

Join us from 8:00-9:00 for coffee and muffins in the Emmanuel Church Reception Room (located off the lobby of the church office building at the southern end of our parking lot). This will be an informal get-together for parents to meet one another. You will also meet the ECC Parent Representative who will tell you all the ways you can be involved at the ECC on any level that is comfortable for you. Come and let us welcome all new and returning families to the start of a great school year. The dates are:

Wed. Sept. 27th – Rooms 3 & 4
Thurs. Sept. 28th – Rooms 2 & 6
Fri. Sept. 29th – Rooms 1 & 5

LAUREL HALL/ECC LUNCH PROGRAM

Laurel Hall and the Early Childhood Center have contracted once again with **Bevaris for our Hot Lunch Program**.. They service many schools in the San Fernando Valley, and other loctions as well. They have been in business for many years with a great reputation for quality lunches. All information will be in your child's folder on Back to School Night. All orders will be processed on-line. This is completely voluntary. You can order online, or if you choose, send a lunch from home.

When you sign your child in each morning, please be sure to indicate a home lunch or a hot lunch on the classroom sign-in/sign-out sheet. Please take a moment to mark the space correctly. Children will eat lunch in their own classrooms.

PARENT/PRE-SCHOOL COMMUNICATION

Good communication between parents and teachers is certainly important. Please be sure to check the "Daily Activities" notebook in your child's classroom. Please note there is also a place for your comments and suggestions. Also, please check your child's classroom folder each day. Kindly take all contents, but leave the folder itself in the classroom bin.

You will discover that teachers must focus attention upon the children during the morning drop off time. We understand this is a time when many of you would like to speak to your child's teacher, but please understand this time belongs to the children. The teachers can be reached by phone or you can email them between 12:30-2:30 p.m. when the children are resting. In this way, the staff can give their undivided attention to the children during "active moments" and to you when things quiet down in the afternoon.

If you are worried about your child's separation at the beginning of the year, please feel free to call the office at any time. We will be happy to check on your child's progress and let you know how the day is going. Thank you so much for your cooperation in this very important matter.

We will hold formal Parent/Teacher Conferences in late January, early February. Your child's teacher will share her observations and in-sights into your child's emotional and cognitive development. Each teacher will have a conference day, and you will sign up for a conference time in late January.

Someone will be available to help you in the preschool office from 8:00 a.m. each morning until 6:00 p.m. most evenings. Please do not hesitate to call if you have questions or concerns (818) 762-1370.

FUNDRAISING AT THE ECC

Fundraising allows us to maintain our high standards while still keeping our tuition affordable. We will begin our **Wrapping Paper Fundraiser** on **Sept.18th**. All funds raised from the sale of the wrapping paper will be spent directly on classroom needs. We are sorry this fundraiser comes up so quickly in the preschool year. However, we want you to have your wrapping paper orders by the holidays. Please do not feel obligated in any way to donate to our fundraisers. There will be many other ways in which you can help and support our center. *Participate in fundraisers only if you can and only if you wish to do so.*

*Please read the attached information from our **IT Department**. All the information you need to enroll in our online portal is included in the attached page. This is the primary way we will be contacting you regarding events, emergency information, etc. Please be sure to read the information and feel free to contact **Judy Barry** at **818-763-5434 x130** and she will be happy to assist you with any questions.*