Welcome to the Great Start Readiness Preschool Program ...

The program is Michigan’s state-funded preschool. The GSRP is offered by the Macomb Intermediate School District through Lake Shore Public Schools. The program is funded by the Michigan Department of Education and licensed by the Michigan Department of Human Services. Depending on income level, parents may be required to pay tuition, but parents are never charged additional fees for program elements such as transportation or meal service. Through advisory committees, parents assist to evaluate and make recommendations about the program.

The following information will help you and your child have a rewarding and unique family experience with the Great Start Readiness Preschool Program. It is our hope that the interest you show in the education of your child will grow as your child grows and develops. We also hope that you will take advantage of the many opportunities you will have to work with both the program and your child this year.

The handbook will provide you with an overview of the program policies, and procedures. Please use it as a reference throughout the year.

Sincerely,

Great Start Readiness Preschool Staff
Philosophy Statement
Great Start Readiness Preschool
The Lake Shore Great Start Readiness Preschool (GSRP) recognizes that each child has the right to enter school ready to learn. It is the philosophy of GSRP to provide an early learning environment that provides each child with a strong foundation for life-long learning and inspiration to excel through a challenging curriculum focused on academics as well as social-emotional development in a safe, nurturing environment.

Goals for Children
- To learn through active involvement with people, materials, events, and ideas
- To become independent, responsible, and confident – ready for school and ready for life
- To learn to plan many of their own activities, carry them out, and talk to others about what they have done and what they have learned
- To gain knowledge and skills in academic, social, and physical areas

Program Goals
- To provide a safe, dependable, quality learning environment for children
- To provide a variety of activities designed to enhance the physical, intellectual, emotional and social development
- To recognize and encourage development of individual interests
- To provide a relaxed environment where children feel welcome

Cultural Competence
Young children and their families reflect a great and rapidly increasing diversity of language and culture. Early childhood programs are responsible for creating a welcoming environment that respects diversity, supports children’s ties to their families and community, and promotes and preserves children’s home languages and cultural identities. Specialists/Consultants from the Intermediate School District are available to assist with diversity needs, providing trainings, materials and services. We encourage families to share information, skills, materials and knowledge from their home culture throughout the year during class time and informational meetings. Cultural and family diversity is reflected in all children’s program classroom activities and through materials: language, food, celebrations, photos, stories, music etc.
Great Start Readiness Preschool Office

Classroom Teacher  Rodgers Telephone
Kelli Herr-Rodgers (Director)  (586) 285-8647
Full Day-Rodgers
Part Day am & pm-Violet
Full Day-Masonic Heights

Program Hours
Great Start Readiness Preschool operates during the regular school year, starting in mid-September and ending in mid-May. We generally follow the Lake Shore School District calendar for major holidays and closings. The GSRP office hours begin and end with the Lake Shore elementary schools. Specific preschool classroom events will be found on the Schedule of Operations.

Visitor Pass
Unless you are dropping off or picking up your child, YOU MUST REPORT TO THE MAIN OFFICE TO SIGN IN AND GET A VISITOR PASS TO MOVE THROUGH THE SCHOOL BUILDING. If you are coming to be a parent helper in the classroom or help with some other activity, you must sign in and get a visitor’s badge.

Great Start Readiness Preschool Program Guidelines
Compliance with Child Care Licensing Notebook
As required by the Child Care Organization Act, 1973 PA 116, as amended, Lake Shore Public Schools GSRP is required to maintain a licensing notebook of all licensing inspection reports, special investigation reports, and all related corrective action plans. The notebook is available to parents for review during regular business hours. Licensing inspection and special investigation reports from the past two years are available on the Bureau of Children and Adult Licensing website at www.gov/michildcare.
Child Abuse/Safety
If child abuse or neglect is suspected, all school staff is required by law to report their suspicions to the Department of Human Services, Protective Services Division. Protective Services will then make contact with the family. The GSRP staff members are obligated by law to report to Child Protective Services any concerns of neglect or abuse as observed during a child’s participation in this program. Michigan State Law mandates a Lake Shore Public Schools’ employee to report all suspected cases of non-accidental physical and mental injury, sexual abuse, sexual exploitation, or maltreatment and child neglect to the Child Protective Services of DHS.

Custody Conflicts
We cannot withhold a child from either parent unless there has been a court action which limits one parent’s right to the child. A copy of the court papers MUST be on file before staff can limit access to your child. Please handle parental differences away from the school. The program CANNOT become involved in any custody issues.

Passive Consent of Program Evaluation
In addition to the MDE reporting requirements, programs may be selected to participate in national, regional, and/or statewide GSRP data collection efforts. If selected, programs must cooperate with MDE, its designated evaluation contractor(s), and any of MDE’s other research partners. Cooperation includes, but is not limited to:
• Making classrooms available for observation;
• Providing non-classroom space on site for child assessment;
• Allowing administrators and staff to take time to complete surveys and questionnaires (via telephone, internet, paper, and/or in person; as necessary);
• Returning completed surveys and questionnaires promptly and regularly;
• Providing program information to the contractor, including children’s unique identification numbers, as recorded in the MSDS;
• Participating in project informational webinars, conference calls, and in person meetings; and
• Distributing parent information letters.

Emergency and Evacuation Plans
Severe Illness/Injury
In case of a child’s illness or injury, parents are notified immediately. The parent then makes the decision as to immediate care. If a parent cannot be reached, the St. Clair Shores, Fire/Police/Ambulance Service is called. The director, teacher, office personnel takes the child’s emergency card to the hospital with her. The hospital will then continue to try to reach the parents.
Severe Weather
In case of severe weather or tornado warning, students take shelter in a designated area. Emergency cards are taken to that area. Severe weather, fire and tornado drills are held regularly. If a school district building closes during the day, parents will be phoned to pick up their child. If a parent cannot be reached, persons listed on the emergency card will be notified to pick up your child. Please be sure your emergency card is filled out completely and is up to date.

In the case of school closings due to severe weather conditions, listen to the radio or watch TV for the following school-closing announcements:

“Macomb County”
“LAKE SHORE PUBLIC SCHOOL DISTRICT IS CLOSED”

Admission and Withdrawal Procedures
Enrollment/Eligibility
All children who attend the Lake Shore state-funded preschool (GSRP) must live in Macomb County. Eligible Lake Shore residents and families will have priority over out-of-district families.

1. Age: Children enrolled in GSRP must be at least four, but not five, by Sept.1.
2. Income: Families that are under 100% Federal Poverty Level must be referred to Head Start. Families with greater than 100% FPL but less than 250% FPL will qualify for free preschool (for actual income guidelines see: http://michigan.gov/documents/mde/GSRP_Income_Eligibility_Guidelines_3.10.15_483689_7.pdf). Families that are over 251% of FPL may still qualify for GSRP on a sliding scale fee. The amount of the fee will be determined by what percentage of the FPL the family’s income is in.
3. Other Eligibility Factors: ● Diagnosed disability or identified developmental delay (IEP, medical report) ● Documented severe or challenging behavior (medical, therapist report) ● Primary home language other than English ● Parent/guardian with low educational attainment ● Abuse or neglect of child or parent ● Environmental risk (one/both parents missing from the home, sibling issues, teen parent, family is homeless or without stable housing, living in a high-risk neighborhood, pre/post-natal exposure to toxic substances that are known to cause learning or developmental delays.
4. Beginning August 31 we may begin enrolling over income families.
5. Beginning September 1 we may begin enrolling children that turn 4 after September 1 but before December 1.

Recruitment Policy
GSRP funding is provided through a grant from the State of Michigan and distributed by the Macomb Intermediate School District (MISD). All families must qualify for this program by meeting requirements set by State of Michigan. Eligibility and selection is determined by using the GSRP prioritization guidelines. GSRP works in cooperation with Head Start to ensure accurate placement of families. Families that are Head Start eligible must be served by Head
Start. A 1:8 adult/child ratio must be maintained at all times. A consistent third adult must be present in any classroom where 17 or 18 children are enrolled. Class size must be capped at 18 children with three consistent adults.

At Lake Shore Public School district we value the preschool educational experience and understand our families are eager to secure enrollment in our quality GSRP program. However, **GSRP is not a first come first serve program.** We must consider many factors in determining placement. We begin taking applications in February/March at the district-wide open house. Applications are accepted anytime thereafter at each of the elementary schools with an appointment. The enrollment process begins over the summer, typically in late July or early August with an email or telephone contact notifying the family of acceptance into the program. All other applications will be placed on our wait list.

Completed forms required for consideration into the GSRP program:

- Head Start Waiver Form
- Most current Tax Return/W2’s/Child Support Letter/DHS Approval Letter
- Birth Certificate
- Proof of residency in Macomb county
- Immunization record

All required documents must be in the child’s application file to be considered for enrollment.

**Over Income/Tuition**

Families enrolled into the program whose income is above the 250% Federal Poverty guidelines will pay the following fee for preschool tuition:

<table>
<thead>
<tr>
<th>Weekly Tuition Rates</th>
<th>Below 250% of the Federal Poverty Level</th>
<th>251%-300% of the Federal Poverty Level</th>
<th>Above 300% of the Federal Poverty Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>½ Day Programming</td>
<td>GSRP Eligible-No tuition</td>
<td>$5/week</td>
<td>$10/week</td>
</tr>
<tr>
<td>School Day Programming</td>
<td>GSRP Eligible-No tuition</td>
<td>$10/week</td>
<td>$20/week</td>
</tr>
</tbody>
</table>
Withdrawal/Drop
A child may be dropped from the program if:
♥ Health requirements are not met
♥ The parent fails to follow program policies or turn in paperwork
♥ It is determined that another program/setting is more appropriate for the child
♥ Excessive absences – to be determined by the program

Essential Forms/Paperwork

Immunization Records
Great Start Readiness Preschool is required to comply with the rules and regulations of the Department of Consumer & Industrial Services licensing requirements according to the State of Michigan. A record of all immunizations must be on file in order for a child to attend class. All children who attend an early childhood program in Michigan are required by law to be fully vaccinated. If your child is not in compliance with health department standards, they could be excluded from the program. Questions regarding these requirements should be directed to the Macomb County Health Department School Immunization Program.

Child Information Card
All families must complete a Child Information Card. This card is used for emergency situations. It is your responsibility to keep it updated. If anything changes such as: phone numbers, disconnects, addresses, or to whom the child may be released, call the appropriate teacher as soon as possible.

A child will only be released to an individual listed on the Child Information Card – the adult MUST have identification, such as a current driver’s license, Michigan I.D. card, etc. A signed statement from you may also be accepted to release your child.

Health Appraisal Form
The staff closely observes your child daily for the safety and well being of themselves and others. Physical evaluations are due 30 days from the first day your child attends preschool. It is required that the health appraisal form is completed and signed by both a parent and physician. Failing to have it done by the required deadline will result in your child being absent from school until the form is filled out in full. The health appraisal form contains an immunization record and documentation of a physical exam. This form must be updated annually.

Parent Notice of Program Measurement
Lake Shore GSRP is required to work with the Michigan Department of Education (MDE) to measure the effect of the state-wide Great Start Readiness Program (GSRP). MDE sometimes collects information about GSRP staff, children and families. They do this in different ways which may include: Ask parents questions about their child and family, observe children in the classroom, measure what children know about letters, words, and numbers, ask teachers how children are learning and growing and track children’s educational progress through second grade. Any information shared about your child is intended for the further growth and development of the Great Start Readiness Program. All information from you and about your child will not be shared with others in any way that you or your child could be identified. It is protected by law.
Confidentiality Statement

Commitment to Privacy
The Great Start Readiness Program is sensitive to the fact that information concerning you, your child, and your family is private and personal. Trust and confidentiality are essential to building trusting relationships. We are committed to maintaining your privacy and protecting your personal information. Lake Shore Public School GSRP will not disclose information except as required by law or when there is a threat to the health and safety of the individuals and families we serve.

Grievance Policy

Parent Concerns
If a parent has a concern regarding their child’s enrollment or learning experiences within the program, the parent should follow the procedure listed below:
1. Speak with the classroom teacher; try to work as a team to come to a solution for the benefit of the child.
2. Contact the Early Childhood Specialist at the Macomb Intermediate School District.

Classroom Overview

HighScope Curriculum
The Lake Shore Great Start Readiness Preschool Program utilizes the HighScope approach. This model is used worldwide and encompasses the Early Childhood Standards of Quality and the Key Developmental Indicators (KDis). HighScope uses a daily routine which consists of large and small group activities, work-time (Plan-Do-Review), outside play, snack or meals, clean up, transitions to other activities and a rest period. The goal of our early childhood program is to develop competent, sensitive, enthusiastic learners who have the ability to adapt to a changing world.

Developmental Screening
Each child will be assessed within the first thirty days of school using the Ages and Stages Questionnaire, a research based, state approved screening tool. This will help determine if each child is developing as expected for their age. Families will be asked to provide information about their child’s abilities and any areas of concern they may have. All results of these screenings will be shared and discussed with individual families. Throughout the year, if further screenings are determined to be necessary, the family will be contacted for permission.

Referral Plan and Special Needs
Referrals for children that may have special needs will be discussed with the family first. Whether the program staff or the family is bringing the concern, the process of referral will be explained. Concerns will be documented; an observation will be requested. Staff will develop a plan and try various strategies. Additional staff may do further evaluations, have meetings with families and report results to make plans for future action.
Ongoing Child Assessment
The Child Observation Record is the assessment tool that is used with the HighScope Curriculum. Each child is assessed through teacher observation, pictures, portfolio pieces and their own reflective processes. Daily anecdotal notes based on child observations will be recorded and scored in the online COR assessment tool. Teachers will create a child development report three times a year to share with parents at a conference. The COR looks at early childhood development from infancy through kindergarten in eight content areas:

Approaches to Learning
- Initiative and Planning
- Problem solving
- Reflection

Social and Emotional Development
- Self-identity
- Sense of competence
- Emotions
- Empathy
- Community
- Building relationships
- Cooperative play
- Moral development
- Conflict resolution

Physical Development and Health
- Gross-motor skills
- Fine-motor skills
- Personal care and Healthy behavior

Language, Literacy, and Communication
- Comprehension:
- Speaking
- Vocabulary
- Phonological awareness
- Alphabetic knowledge
- Reading
- Concepts about print
- Book knowledge
- Writing

Mathematics
- Number and Counting
- Geometry: Shapes and Spatial Awareness
- Measuring
- Patterns
- Data analysis

Creative Arts
- Art
- Music
- Movement
- Pretend play
Science and Technology
• Observing
• Classifying
• Experimenting, predicting and draw conclusions
• Natural and physical world
• Tools and technology

Social Studies
• Diversity
• Community roles
• Geography
• History

School Day Sample Routine
8:45-9:15 Arrival/Breakfast/Greeting Time – Children enter the school.
9:35-9:40 Planning Time- Children indicate their plans to adults in a place where conversations can occur and where people and materials are visible. Adults use a range of strategies to support children’s planning (e.g. props, area signs, singing, in pairs, small groups).
9:40-10:40 Work Time- (Children’s hour of uninterrupted Choice Time) Children always initiate activities and carry out their intentions. Children make many choices about where and how to use materials. During Work Time, adults participate as partners in child-initiated play and encourage children’s problem solving both with materials and during times of social conflict.
10:40-10:50 Clean Up- Children and adults clean up together keeping the spirit of play and problem solving alive. Children make choices during clean up.
10:50-11:00 Recall- Gathered in small group settings, children choose work time experiences to reflect on, talk about and exhibit. Adults provide a variety of strategies and materials to maintain interest as they follow children’s lead and encourage children to share.
11:00-11:15 Large Group Time/Music and Movement- All adults and children participate in activities planned around the children’s interests, developmental levels, music and movement, cooperative play and projects, and events meaningful to children.
11:15-11:30 Small Group Time- An adult initiated learning experience based on children’s interest and development where children explore, play, work with materials and talk about what they are doing. Individual children explore and use the same set of materials in their own way.
11:30-11:40 Prepare for Rest- Mats, pillows and blankets- The children get their mat place it in the classroom in a quiet place along with their pillow and blanket.
11:40-12:10 Outside Time- Children have many choices about how they play in the outdoor learning environment, much like work time indoors. Adults supervise children for safety and also join in their active play supporting their initiatives and problem solving.
12:10-12:55 Lunch- Prepare for Lunch-Go potty, wash and Eat
12:55-1:05 Adults take planned activity to the cafeteria e.g. balls, bean bags, duck, duck goose... to play as children are going potty for rest time, washing their hands and finishing lunch.
1:05-1:10 Adults cover the children and tuck them in.
1:10-2:10 Rest Time- This time is for resting or sleeping or solitary on your mat play. Quiet play includes books, soft music or fine motor manipulatives.
1:55-2:10 Wake Up- The children will try to be independent putting their own belongings away and helping others wake up and with mats and blankets.
2:10-2:30 Small Group/Work Time- An afternoon supplemental small group experience that can support a tiered model of instruction.
2:30-3:00 Outside Time/Dismissal- Take gross motor activities for children to have options of play.
**Classroom Management**

Great Start Readiness Preschool uses High/Scope Preschool Key Experiences for Initiative and Social Relations.

The staff supports children as they solve problems with materials, do things for themselves, and assist them in resolving conflicts with peers. In the GSRP classroom, adults:

- Encourage children to do things for themselves throughout the day;
- Treat conflict situations with children matter-of-factly;
- Approach children calmly and stop any hurtful actions;
- Acknowledge children’s feelings;
- Involve children in identifying the problem by gathering information from children and restating the problem;
- Ask children for solutions and encourage them to choose one together; and
- Give follow-up support when children act on their decisions.

When a child uses challenging behaviors at home or in the classroom, we may develop an intervention plan using the child’s strengths. The plan will show ways that the teacher and the parent can teach new skills, so the child can be successful. It is important for parents and teachers to work together to meet the goals of the plan. To ensure the safety of others, if severe problems arise the parents may be called to pick up the child.

**Toys from Home**

**Personal Belongings**

Except for special items needed to smooth the transition from home, toys and personal belonging should remain at home. This will avoid lost or destroyed possessions and conflicts with other children. The center will make reasonable efforts to safeguard children’s personal belongings and clothing, but will not be responsible for lost or damaged items. Everything your child brings or wears should be permanently labeled.

**Attendance**

**Daily attendance**

Great Start Readiness Preschool children are expected to attend class each day. This sets good habits for the future and helps the child receive the full benefits of the program. If excessive absences occur, it will be at the discretion of the program to decide if the child may continue attending. If your child must be absent due to illness, family issues, or other problems, please contact the classroom teacher. Please be there on time at the START of the school day as well as at the END of the school day. If you are late at pick up time, please go to the main office as your child will be waiting in the office with the school secretary. If someone other than the child’s parent or guardian will be picking up the child, that person’s name MUST be on the “Child Information Card” and must bring picture ID to show to the teacher and/or office staff.
Mealtime

Meals
Lake Shore Schools shall ensure that school meals meet the program requirement and nutrition standards found in federal regulations. Lake Shore GSRP participates in the Child and Adult Care Food Program. Staff will ensure sufficient quantity and nutritional quality of the meals. Lake Shore Schools shall encourage students to make nutritious food choices. Lake Shore Public Schools is committed to creating a healthy school environment that enhances the development of lifelong wellness practices to promote healthy eating and physical activities that support student achievement. The children have a meal/meals served with milk each day. All meals are served family style. Children and teachers will eat together. Our goal is to teach nutrition, encourage independence and support self-help skills during mealtime. All children will eat the same foods unless there is a documented allergy. The parent must provide a cold nutritional lunch for their child if there is a documented allergy. The foods the children eat are provided free.

Naps

Rest Time Information
Programs that operate 5 or more hours must have quiet/rest time. The rest time will be at least 45 minutes and no longer than one hour, while accommodating for the individual needs of children. Quiet, rest mat activities will be provided for children after 20 minutes of resting to the children that have not slept. Children may bring their own blanket and pillow to assist them in resting. Children will assist with setting up and cleaning up as their abilities allow. Soft music will be played, the lights will be turned off and staff will provide a comforting, supervising presence while children rest. Each child will be provided one mat to rest on. Mats/cots will be sanitized in accordance with licensing rules.

Outdoor Play

Play set/Weather
Healthy children benefit from regular opportunities to play outdoors. Please be sure your child has proper clothing for the weather. Classes may go outside when the temperature, inclusive of wind chill, is twenty-five degrees Fahrenheit or above. When the weather is warm, teachers take children outdoors during the coolest times of the day to play in shaded areas whenever possible. Children who are healthy enough to attend class should be prepared to join the group outside. Staff/child ratios require that all children join the group outside. Playground equipment used by preschool age children must be age appropriate and certified safe by a DHS approved inspector.
Parent Involvement

Home Visits
The Great Start Readiness Preschool grant requires the teacher to make a minimum of two (2) home visits during the school year. The first home visit usually takes place BEFORE school starts and gives your child an opportunity to meet the teacher in his or her own environment. The second will either be tied in with a parent/teacher conference or will take place at the end of the preschool year. Your child will take great pride in these visits and will see how family and teacher work together to make school a positive learning experience. Please make every effort to assist us in meeting this home visit requirement.

Parent Teacher Conferences
Parent/Teacher Conferences are offered two (2) times during the school year and are held either in the classroom or incorporated into a home visit. One conference is held early in the school year and the other is held near the end to summarize the year.

Parent Advisory Meetings
The Great Start Readiness Preschool Program encourages parents to participate in and give input into the development of the program. We have a parent meeting that will assemble 3 or 4 times during the school year to discuss the program, evaluate its effectiveness, plan transition to kindergarten and plan for the next year of preschool.

Volunteer Form/Clearance
When the parent volunteers begin, parents are able to spend an hour or two in the classroom with their child and act as a chaperone on field trips. Parents will have the opportunity to work in different areas of the classroom and learn the daily classroom routine. To protect all children, the Great Start Readiness Preschool follows Michigan Licensing Rules for Child Care Centers, and the Lake Shore Public School policies for volunteers.

Health Care Policy
The program’s health care policy includes the following health practices and procedures:
- Children and staff wash their hands after using the restroom, before eating or preparing food, after outdoor play and as needed to prevent the spread of germs and disease.
- Safe handling of bodily fluids will include the use of gloves and standard universal precautions.
- Cleaning and sanitizing of all equipment, toys and other surfaces will be completed on a daily and weekly basis or as necessary to ensure a healthy environment.

Hand Washing Procedures
The following procedures will be used for hand washing:
- Have a single service towel available
- Turn on the water to a comfortable temperature
- Moisten hand with water and apply soap
- Rub hands together vigorously until a soapy lather appears and continue for at least 20 seconds
- Rinse hands under running water until free of soap and dirt
- Dry hands with a clean, disposable paper or single use cloth
Hand Washing
Staff will wash hands:
● After toileting
● After handling animals and pets
● Before food preparation and before eating

Children will wash hands:
● Before eating or cooking activities
● After using the restroom
● After outdoor play and as needed to prevent the spread of germs and disease
● After handling animals and pets

Handling Bodily Fluids
The staff will use precautions when handling bodily fluids as instructed in the BloodBorne Pathogen training. Steps will include:
● Staff will put on gloves
● Clean up bodily fluid
● Wash area with soap and water, rinse, and sanitize area
● Wash hands of child
● Take off gloves and wash hands

Cleaning and Sanitizing
The following steps are to be followed for cleaning and sanitizing:
● Wash area and or surface with warm water and soap or detergent
● Rinse area and or surface with clean water
● Submerge, wipe or spray the article or surface with a sanitizing solution
● Let the area and or surface dry

Sanitizing Solution
The solution used to sanitize shall consist of the following:
● Water and bleach solution with a concentrate of 1 Tbsp. of bleach to one gallon of water

Disinfecting and Laundering
Toys are disinfected daily or when obviously dirty
● Wash with soap and water
● Dip in disinfectant of 1 Tbsp. bleach to 1 gallon water and allowed to dry
● Clothes or cleaning cloths may be washed in washing machine

Bedding will be stored in separate individual storage container. Laundry will be washed by parent at least once a month. Bathrooms will be cleaned each day by custodial staff. General cleaning of classroom will be done daily by staff and custodial staff.

Tables and Counters
● Spray with soapy water.
● Rinse with warm water.
● Spray with bleach disinfectant.
● Air dry at least one minute before wiping.
Illness, Medications, Allergies and Hearing/Vision

Illness
When children are in a group setting, it is a challenge to keep everyone healthy. If your child is sick making participation and inclusion in group activities impractical, do NOT send him/her to school. If your child becomes sick during school, you will be called to pick him/her up. If you cannot be reached, we will use the Child Information Sheet to contact an alternate person. Parents need to keep children home if they have the following symptoms or communicable disease:

<table>
<thead>
<tr>
<th>Chicken Pox</th>
<th>Measles</th>
<th>Scabies</th>
<th>Conjunctivitis (Pink Eye)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pin Worm</td>
<td>Ring Worm</td>
<td>Strep Throat</td>
<td>Impetigo</td>
</tr>
<tr>
<td>Lice</td>
<td>Diarrhea</td>
<td>Vomiting</td>
<td>Unidentified Rash</td>
</tr>
<tr>
<td>Infectious Mononucleosis</td>
<td></td>
<td>Temperature of 100 degrees or more (axillary)</td>
<td></td>
</tr>
</tbody>
</table>

Children with a temperature of 100 degrees or more must be fever free without fever reducing medication for 24 hours before returning to school. If your child is prescribed an antibiotic treatment, he/she must be on it for a minimum of 24 hours before returning to school. Many times children are contagious before these symptoms are observed. Parents may be requested to pick up their child if the child exhibits symptoms of a contagious disease or children are uncomfortable in the group setting. Please call your child’s teacher and report any of the above symptoms or diseases. We will let you know if your child has been exposed to a communicable disease. The Michigan Department of Public Health assists our teachers in matters regarding the health of our children.

Administration of Medication
In most cases medication should be administered by a parent or guardian before the child comes to school or the child should be well enough to attend without needing medication. In the some rare cases emergency treatment medications are needed (allergies, asthma, etc.). Medication prescription or non-prescription shall be given or applied only with prior written permission from a parent and physician. The GSRP staff will only administer, prescription or non-prescription medicine, according to the directions on the container. All Medication must be in its original container, stored according to instructions, and clearly labeled for the named child with the pharmacy label. All prescriptions will be kept away from reach and caregiver shall only apply or provide prescription or non-prescription medication according to the directions on the original container.

Sunscreen, chap stick, moisturizing lotion, and insect repellant requires only written parental authorization annually. GSRP shall maintain a record as to the time and the amount of medication given or applied with the signature of the caregiver; the only exception to this is the application of sunscreen and/or insect repellant.

Allergies
Lake Shore Public Schools and DHS Licensing have adopted a policy that requires all children’s allergies be documented in writing so that this information is available to school personnel. You will be asked to list any allergies on the Child Information Card, complete a Student Allergy Form and provide verification from your doctor. This information enables us to keep current and accurate allergy records and alerts the staff to recognize an allergic reaction.
Hearing and Vision Screening
Preschool students will have their hearing and vision tested by the Macomb County Health Department technicians. All 4 year olds should be tested before they enter Kindergarten. Please keep the Hearing and Vision record in a safe location, as you will be required to provide the results at Kindergarten registration. If, for any reason, by the end of the school year your child has not been tested, please contact the Macomb County Health Department Hearing and Vision Program.

Transitioning: Getting From Here to There

A transition is the process of getting from here to there. Specifically, the transition from home to preschool is a new and exciting time for you and your child. Pacifiers, bottles and diapers should be a thing of the past. Pull-ups sometimes are still being worked on at night. The preschool staff is aware that this transition may also be filled with questions, concern, and “butterflies in the stomach.”

Here are some tips to ease the transition from home to Preschool:

If your child does not want to get up the morning...
♥ Make sure he/she gets 10-12 hours of sleep each night
♥ Allow plenty of time to get ready for school in the morning
♥ Keep the same routine each morning and night

If your child refuses to stay or cries when dropped off at school...
♥ Reassure your child that you will be back when school is over
♥ Reassure your child that you will be waiting at the end of the day
♥ Give a hug/kiss and leave promptly
♥ Allow your child’s teachers the opportunity to get your child engaged in an activity

The transition from Preschool to Kindergarten will be addressed in the spring. Basic information regarding school registration will be provided as your child finishes preschool and becomes eligible for kindergarten.
Lake Shore Public Schools
Great Start Readiness Preschool
(586) 285-8647

PEST MANAGEMENT PLAN FOR
GREAT START READINESS
PRESCHOOL PROGRAM

As required by the State of Michigan child day care licensing rules the Preschool program shall notify parents in writing two times prior to any pest management application. Lake Shore Public Schools makes every effort to use non-toxic methods to management pests.

♥ The first method will be by including the dates of inspection in the parent brochure.

♥ The second copy of the dates of inspection will be posted in the preschool room.

♥ If a chemical application is needed it will be applied on the next Friday evening after the building is vacated.