

July 2018

Dear Parents,

Welcome and thank you for choosing Little Star as your child's preschool. We have a strong commitment to giving all of our children a high quality and loving education while, at the same time, building up the children's self-confidence and self-esteem. It is our goal to provide a variety of exciting and stimulating learning activities each day so that your child can develop socially, emotionally, physically and mentally to the very best of his/her ability.

This welcome packet includes the school's yearly **calendar**, the **tuition policy form**, a **medical form**, **lunch form** and guidelines. A class information handbook from your child's teacher will follow in a separate mailing which you will receive by the end of August. Please review all the materials carefully as they contain important information. Please make sure that your child's doctor fills out the medical form as The NYC Department of Health requires that we have all medical forms on file at the school. All immunizations must be up-to-date and be listed on the medical form or an attached separate page, signed by the doctor. **All students in the UPK class must have a copy of their birth certificate and proof of residency (ex. a Con Ed bill) on file.** Please return the medical form (with immunization record) and the tuition policy form, along with ten postdated checks or credit card information, in the enclosed stamped envelope **by August 24<sup>th</sup>**. This will enable us to have everything in order before the school year begins.

We must receive everything in order to welcome your child into class.

The handbook has been prepared especially for you and contains many of our policies and operating procedures. By following this handbook, your child will more easily adjust into our program. We suggest that you keep this handbook for reference throughout the year. If you have any questions or concerns, please always feel free to call me or your child's teacher.

All of us on the Little Star staff look forward to partnering with you, the parents, in preparing your child for his/her future Jewish and general studies.

Looking forward to an exciting 2018-2019 school year,

Aliza Perles  
Administrative Director