



School District of Washington

2023-2024 Family Handbook

Our mission is to inspire achievement, character, and personal growth in all students as they pursue and succeed in college, careers, and life.

We CARE. We CONTRIBUTE. We LEARN. We are WASHINGTON.

Important Contact Information

School District of Washington Early Learning Center (ELC)

831 West Pride Drive

Washington, MO 63090

Phone (636) 231-2850 Fax (636) 231-2855

Website <https://elc.washington.k12.mo.us/>

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Early Learning Programs Offered

Parents as Teachers Program

The PAT program is located at the Early Learning Center. This program is at no cost to District families. There are four dynamic components to the Parents as Teachers model:

- Personal Visits
- Group Connections
- Resource Network
- Child Screening

Tuition Based Programs

The School District of Washington offers tuition based programs for preschool age children (2 to 5 years old):

- Programs are offered full day (7:30-2:30) or extended day (7:00-5:00) Monday through Friday
- Families can choose 5 days per week, 3 days per week (M/T/W), or 2 days per week (TH/F) attendance
- Families have the option of year round attendance, school year attendance, or summer only attendance

Tuition Waiver Program

The School District of Washington offers a limited number of tuition waivers for preschool children (3 to 5 years old):

- Program is Monday through Friday (7:30-2:30) during the school year session
- Child must be three years old on or before July 31st and cannot be kindergarten age eligible
- Child must have a DIAL-4 screening (can be scheduled here) and a current Application for Free and Reduced Price School Meals
- Children are placed based upon multi-criteria matrix points

Early Childhood Special Education (ECSE)

Individual student programming follows all Federal and State guidelines for early childhood special education.

2023-2024 Early Learning Center Calendar

August 17	Family Open House (5:30-6:30 PM)
August 21	First Day of School Year Session for Students
September 4	No School-Labor Day
September 22	No School-Professional Day
October 20	No School-Professional Day
October 26	No School-Parent/Teacher Conferences
October 27	No School
November 22-24	No School-Fall Break
Dec 22-Jan 3	No School-Winter Break
January 15	No School-MLK Day
February 16	No School-Professional Day
February 19	No School-Presidents Day
March 8	No School-Professional Day
March 25-April 1	No School-Spring Break
April 18	Parent/Teacher Conferences (4:00-7:00 PM)
April 19	No School-Professional Day
May 20	Last Day of School Year Session

Weekly Tuition Calendar

August 18 (fee and first week due)	October 6	November 24	February 2	March 22
August 25	October 13	December 1	February 9	April 5
September 1	October 20	December 8	February 16	April 12
September 8	October 27	January 5	February 23	April 19
September 15	November 3	January 12	March 1	April 26
September 22	November 10	January 19	March 8	May 3
September 29	November 17	January 26	March 15	

Weekly payments are due each Friday for the upcoming week. You may pay by debit or credit card on Procure Connect, pay by check or cash at the office area, or mail a check to the Early Learning Center.

Recommended Supply List

- 1-24 pack Crayola crayons
- 1-pack Crayola Classic washable markers (boys)
- 1-12 pack Crayola colored pencils (girls)
- 2-Elmer's glue sticks (girls)
- 1-bottle Elmer's School Glue bottle (boys)
- 1-4 pack of Play-Doh
- 1-box of gallon plastic zipper bags (boys)
- 1-box of quart plastic zipper bags (girls)
- backpack-no wheelie backpacks please
- helmet labeled with child's name for riding tricycles and scooters on the playground
- water bottle labeled with child's name
- full change of clothes (including socks and underwear) with child's name labeled on all items in a plastic zipper bag with the child's name also labeled on the outside
- diapers/pull-ups and wipes labeled with child's name (if needed)

Process for Enrolling Your Child (New Enrollment)

Your enrollment packet includes information we are required to collect and which helps us best serve your family. Our school typically requires two days to process enrollment forms in order to safely plan for your child's arrival in our program. If your needs require a different time frame, please notify our office and we will do our best to accommodate your request.

The following items must be presented for new children at the time of enrollment to complete the enrollment process:

- District Student Enrollment Completed Electronically
- Copy of State Issued Birth Certificate
- Current Immunization Record
- Proof of Residency
- Authorized Pick-Up Form
- Copy of Judgment of Dissolution or current legal documents which state custody rights for divorced families-if applicable

The enrollment fee and first week of tuition is due prior to the first day of attendance.

This information will be kept in a secure location where only authorized staff, such as administrators, school nurse, and your child's teacher, and/or regulatory authorities may access. As a child's parent or legal guardian, you may access this information as well upon request at any time. Enrollment for all programs occurs year round. If a family chooses to unenroll and reenroll at a later date they are considered a new family.

Tuition Prices & Payment

Tuition payments for all programs are due weekly by Friday prior to the upcoming week.

Advance payment is accepted for all programs. Payment options are as follows:

- **Procare Connect Payments**-You can utilize Procare Connect to use a debit or credit card. This can be done by visiting the website or using the app. There are no service charges for using this form of payment.
- **Check or Money Order**-Each time a tuition payment is due or there is a current balance, a check or money order may be delivered to the Early Learning Center office.

Late Payments

- A weekly \$10 late fee may be applied to your account if full payment is not received by the due date for each week it is late.
- Please call the school office if you are unable to make payment during a given time. If a balance of two weeks goes unpaid, the school holds the right to not allow attendance in our program unless a specific payment plan has been established.

Staffing

We are proud of our staff. Our educators and classroom paraprofessionals have degrees in Early Childhood Education, Child Development Associate Credentials, or other experience in early childhood education. This training enables the entire staff to provide a nurturing, yet challenging environment for children. Staff are also required to complete 15 hours of continuing education each year. Staff have training in areas such as CPR, First Aid, and developmentally appropriate practices.

Tuition Preschool

The ELC offers a variety of days and times for our programs. Our preschool programs provide a nurturing, safe and secure environment for 2 year olds to 5 year olds where young children engage in stimulating activities designed to meet the needs of each developing child. We encourage our children to participate in many different activities to facilitate the development of the whole child and prepare them for kindergarten, as well as future "academic" and "life" success. The early childhood program is a great way for children to make new friends, develop meaningful relationships, engage in valuable learning experiences, develop skills in all areas of development and create a love of learning.

Curriculum

The goal of our curriculum is to aid in the social, emotional, cognitive, creative, and physical development of each child. Our curriculum is aligned with the Missouri Early Learning Standards. We believe that children learn based upon the construction of knowledge as a result of their experiences-"learn by doing". Teachers plan lessons so children can engage in both teacher and child directed activities.

Students interact with materials, solve realistic problems, explain their thinking and examine their reasoning. Children are provided with opportunities for language acquisition that align with the

program philosophy, as well as consider family and community perspectives. They also learn to function as members of a community. As a result, they 1) attain a deep understanding in the core content areas, 2) become critical thinkers and creative problem-solvers, 3) develop cooperative and collaborative skills, and 4) develop a love of learning. Our teachers plan for experiences that address social/emotional skills, language and literacy, cognition, math, science, social studies, dramatic play, art, music, physical development, technology, health and safety. Assessment of the students is an ongoing process from which teachers support the learning styles and needs of individual students. This ongoing assessment allows teachers to make adjustments in their lessons to help each child reach his/her full potential.

[Student Assessment](#)

Our primary goal is to meet the educational goals of students helping to foster appropriate social development and a love of learning. Assessment results are the driving force of our lesson planning for students. Students are assessed continually using information from authentic assessment via observation in large, small, and one-on-one group settings. Additional assessments appropriate to the child may be requested and discussed with families to best meet the child's needs.

[Student Progress](#)

Progress will be shared formally with quarterly progress reports as well as at Family-Teacher conferences in the fall and spring each year. However, we understand that the education of your child is a partnership between teachers and parents. We invite you to share your thoughts with us at any time and we will make every effort to keep you informed about your child's growth at school.

[Getting Ready for Preschool](#)

Entering a new school can be a time of transition. The following list of ideas can help ease the transition:

- Dress your child comfortably. Choose clothes that are easy for your child to manage and you don't mind getting dirty.
- Have your child wear shoes that are safe for climbing, running and jumping. Sandals and loose shoes are not recommended.
- Bring an extra set of clothes, including socks, underwear and shoes. Replenish the clothing as your child grows and seasons change. Please label everything.
- Read information sent home and ask questions.
- Participate in Open House and family activities during the year. It's a great way to get to know the teachers, the families and the children.
- Talk to your child about what to expect and the daily routine as you understand it.
- Let your child know the plan for the end of the school day.

Arrival Procedures

When you arrive at school:

- Be sure your child has finished or thrown away any outside food items.
- Sign your child in with your pin in the classroom and make the classroom staff aware of your arrival. If someone other than the parent is dropping your child off, please make them aware of this procedure.
- Explain and write down any special instructions that staff should be aware of.
- Always tell a staff member you are leaving and placing your child in their care.

Departure Procedures

When departing for the day:

- Make sure you have spoken with the teacher before taking your child.
- Check your child's cubby to be sure you collect any items that need to go home.
- Sign your child out with your pin.

We will only release your child to a legal guardian or authorized adult. We cannot deny a parent access to his/her child unless we have a copy of a current court order that restricts the other parent from access to the child. Any new pick-up person may be required to show identification before a child is released to them.

Example Schedule (times aligned to enrollment in full or extended day)

Children wash hands upon arrival

7:00-7:30	Free Choice Time-Centers
7:30-7:45	Arrival & Sign In/Book Browse
7:45-8:15	Large Group Time
8:15-8:45	Hand Washing/Snack
8:45-9:30	Outdoor Play-Free Choice/Hand Washing
9:30-10:30	Choice Time-Free Choice/Small Group Work/Writing Activities
10:30-11:00	Literacy/Story Time
11:00-11:30	Music & Movement/ Prepare for Lunch/ Hand Washing
11:30-12:00	Lunch/Hand Washing
12:00-12:30	Outdoor Play-Free Choice/Hand Washing
12:30-1:00	Bathroom/Prepare For Rest
1:00-2:30	Rest/Quiet Activities (after 30 minutes for those not napping)
2:30-3:00	Music & Movement/Bathroom/Hand Washing
3:00-3:15	Snack
3:15-4:30	Outdoor Play-Free Choice/Hand Washing
4:30-5:00	Free Choice Time-Centers/Small Group Work/Writing Activities

[Meals for Preschool Students](#)

Extended Day (7:00-5:00)

Our Extended Day classes have breakfast and a PM snack as well as a family style lunch provided by our school district food service department. You can see monthly menus on the district website.

Full Day (7:30-2:30)

Our Full Day classes have a breakfast as well as a family style lunch provided by our school district food service department. You can see monthly menus on the district website.

ECSE

Session 1 (7:30-10:15) has snack and Session 2 (10:15-1:00) has a family style lunch provided by our school district food service department. You can see monthly menus on the district website.

[Daily Rest Time/Quiet Time for Full Day Preschool Students](#)

Children attending a full day childcare program rest a minimum of 30 minutes each day. After 30 minutes, children who are still awake will be offered quiet activities. Napping children will be undisturbed for approximately 1.5 hours. Children may bring a special item from home for rest time if that is helpful (special blanket, stuffed animal, etc.)

[Family Involvement in Preschool](#)

Your involvement in your child's schooling is one of the most educationally beneficial practices that you can follow. While your child sees that you value their education, you are also learning a bit more about your child's school and the process of the classroom. Establishing a relationship with your child's teacher and school aids in preventing issues that may arise and helps us to better meet your child's needs. It is for this reason that we encourage our families to have open communication with their child's teachers throughout the year in addition to our fall and spring conferences. Working together is the key to your child's success.

[Special Education Services](#)

If your child has qualified for early childhood special education services, they may receive these services at the Early Learning Center. A full continuum of services is available. Adaptations and modifications that might be used to assist your child could be instructional, curricular, environmental, and/or behavioral strategies; supplementary aids/supports; or equipment your child needs to be successful in preschool. Related services, such as speech therapy, language therapy, occupational therapy, physical therapy, social work or assistive technology, are also available to meet the needs of individual children as outlined by the IEP.

[Social Emotional Development](#)

At the Early Learning Center our goal in guidance and discipline is for children to develop inner controls leading to self-discipline. The emphasis is placed on acquiring positive social skills, problem solving strategies, and the ability to see another's perspective. The philosophy is based on respect for the child's self-esteem, setting reasonable limits and consequences, and encouraging increased self-discipline, while also promoting respect for others. Our approach to social skill development and discipline is infused into all aspects of our program.

Positive guidance and discipline are crucial because they promote children's self-control, teach children responsibility and help children make thoughtful choices. Effective guidance and discipline focuses on the development of the child and also preserves a child's self-esteem and dignity. Actions that acknowledge the child's efforts and progress (no matter how slow or small), are likely to encourage healthy development. We use positive guidance to empower children to form positive relationships, resolve conflicts, and show respect for others. When teachers and parents form a partnership to promote proactive strategies, we are laying a major foundation for their life-long and personal/social development. There are many positive actions that we can take to help prevent misbehavior and support each child.

- Set clear, consistent rules
- Teach and provide opportunities to practice expectations
- Provide specific feedback
- Make certain the environment is safe and worry-free
- Show interest in the child's activities
- Provide appropriate and engaging activities and materials
- Encourage self-control by providing meaningful choices
- Build children's images of themselves as trustworthy, responsible and cooperative
- Give clear, manageable directions
- Take action before a situation gets out of control
- Encourage children frequently and genuinely
- Set a good example
- Help children see how their actions affect others

Appropriate behavior should not go unrecognized, nor should inappropriate behavior be ignored. When a behavior is disruptive or hurtful, we take into consideration the following circumstances:

- The child's age and developmental level
- Circumstances occurring in the child's life
- The child's past behaviors and pattern of behavior
- The seriousness of the difficulty/problem/harm

We monitor behaviors through various modes of documentation. This provides us with information that allows us to support a child in our classroom with positive behavior strategies.

[ASSIST-Student Support and Intervention Model](#)

Once teachers are aware that an individual student is experiencing difficulty meeting classroom expectations, effective support and interventions need to be available to assist the student. In order to respond, we have established a problem-solving process to assist teachers in designing, implementing, and evaluating the effectiveness of intervention strategies when typical classroom strategies have not been successful. This team is called Achieving Success through Supports and Interventions for Students and Teachers (ASSIST) Team.

ASSIST Teams work to implement strategies specific to academic and social/emotional/behavioral needs. Parents may also be invited to participate in the ASSIST Team process for their child. The ASSIST Team's role is to conduct individualized problem solving, focused intervention planning, implementation support, data collection, and monitoring of the student's response to interventions. The team will use the data collected on the interventions to determine when more intense intervention or evaluation is required in order to better understand and support the learning needs of the student.

Helpful Information for Parents

Celebrations

Birthdays and other celebrations are important milestones in the life of a young child. Due to the health and medical needs of all our students, **we do not allow outside food for sharing**. If your child would like to bring in a treat for sharing with their class for a special occasion, please consider the following: art/craft supplies, stickers, non-latex balloons, bubbles, crazy straws, a book signed by the birthday child and donated to the classroom, etc. For other non-food ideas you might check out a dollar store, the dollar aisle at bigger stores, or bulk items from Amazon.

Staff will only hand out party invitations when, 1) either the entire class is invited, 2) all the boys are invited, or 3) all the girls are invited. Inviting only certain individual students causes hurt feelings at school. If you want to limit invitations, send them from home.

Personal Items

The classroom is equipped with toys, games, and materials of special interest to young children. Personal toys, money, and special jewelry should be left at home. Personal items can be easily damaged or misplaced at school. At various times during the year, your child will have an opportunity to bring special items for sharing. Children are allowed to bring a special item for rest time if that is something helpful for them.

Authorized Pick Up

We realize that your family may have special routines and schedules that require multiple people to be available for picking up and dropping off your child. You may authorize as many adults as you need to be "authorized pickups". You may add or remove people when necessary in writing with the classroom teacher or office staff. Only the people you have designated as authorized to pick up your child will be allowed to do so. If you need to verify that a friend or family member is on the list, you may do so at any time by stopping at the reception desk or asking your child's teacher.

Late Pick Up

Please make every attempt to see that your child is picked up on time for their program. If you are unable to do so, please notify the center at (636)231-2850 and arrange for another person to pick up your child if needed. If a family is late for a third time, we may need to have a meeting to determine a plan for continued enrollment in the program.

Schedule/Schedule Changes

A permanent schedule must be established for each child upon enrollment. The start date indicated on the enrollment form will be used for scheduling and tuition purposes. Written notice must be completed one week prior to any withdrawal from our program. Families will be financially responsible for tuition for the one week after notification and your child may continue to attend during this time.

Discharge Policies

Sometimes it is in the best interest of a child or the other children to cancel an individual child's enrollment. Reasons for discharge may include one or more of the following:

- The required forms are incomplete or not kept current
- Parent Handbook policies are not followed
- The child's behavior creates a threat to him/herself or others
- Parent conduct disturbs the peace and order of the ELC
- Parent conduct threatens the safety and welfare of the children, staff, other parents, or volunteers
- Tuition payments are past due

Absences

If your child is absent or will be picked up early, please call us at (636) 231-2850. Please try to call or message by 8:00 AM. This helps your child's teacher prepare for the day. Absences will not be deducted from tuition.

Weather Days

Please watch and listen for closings on local TV channels. You can also check the district website at www.washington.k12.mo.us and Facebook page. If the School District of Washington is closed, the ELC will be closed as well.

School/Staff and Family Differences

If a situation arises between family and staff, they should make every attempt to resolve it at the classroom level. If either party does not feel the situation was resolved the Director should be consulted. Family and staff may request an opportunity to discuss the situation with the Director individually; however, ultimately a discussion with all parties will most likely be needed to resolve the situation. If (after talking to the Director) the situation has not been addressed to either party's satisfaction, the parents or staff may consult with the Assistant Superintendent of Curriculum and Instruction of the School District of Washington.

Hopefully all parties involved recognize that each one separately has the child as the primary focus even though there may be a difference in philosophy and approach. The goal of meeting with all parties will be to create a working relationship which will prove beneficial for the child's progress and well-being in school.

Medication

It is generally recognized that some students may require medication for chronic or short-term illness during the school day to enable them to remain in school and participate in their education. Medicine is kept in the Nurse's office and will only be administered according to the guidelines below:

1. The medication must be in its original container, labeled with name of student, name and dosage of medication, and directions for administration. The school personnel will not administer the first dose of any medication and will not give one-time medications at school. When having a prescription filled, we suggest asking the pharmacists for an extra labeled bottle or container to divide medicine for home and school, so you don't have to remember to bring it every day. A "medication administration" form must be completed.
2. Only current prescriptions will be given. We will not administer any medication past the expiration date on the container.
3. Sample medications from the physician MUST have a prescription from the physician.
4. Over the counter medication must be in the original container in which it was purchased. These medications will only be given according to the directions on the container for appropriate age and weight of the child. Written permission in the form of a "medication administration" form must be received.
5. A "medication administration" form must be filled out and signed by a parent or guardian on all medications giving the designated school personnel permission to administer the medication.
6. Parent permission is good for the current school year only, and must be updated if any changes are made in the medication. Over the counter medications will not be given without written instructions/dr. prescription or parent contact.
7. Medications must be brought to school by a parent/guardian or responsible adult. Medications will be counted by designated school personnel with parents present each time medications are brought to school.

PLEASE NOTE: *The student must not bring any medication on the school bus, school grounds, or into the school building to keep with him/her for use. Exceptions may be made through the school nurse for "Emergency Use Medications", such as inhalers for asthma or an Epi-pen for bee stings. The situation requires a "student self-administration" form to be completed, along with a care plan. Both forms need the parent's and physician's signature. **The above medication guidelines are based in accordance with the Missouri Safe Schools Act.**

Emergency Medical Care Authorization

Family or guardians will be notified in the event a child has an emergency illness or accident. By signing permission on the school Health Form, in the event that a family cannot be reached or we deem it necessary, 911 will be called. 911's policy is to dispatch the ambulance which is available at the time; choice of hospital is at the discretion of the ambulance dispatched. The completed Health Form also gives the school permission to call the physician listed on the form.

[Illness or Injury](#)

When a child has more than a minor injury or becomes ill at school, then the nurse will notify a parent or guardian. Examples include, but are not limited to, temperature over 100 degrees Fahrenheit, vomiting, severe coughing, diarrhea, pink eye, difficulty in breathing, unusual spots/rashes or lice. Families may be asked to keep their child home for a longer than 24-hour period depending on the kind of illness. An example of this situation is chicken pox. Please consult with the school nurse in these situations. Examples of common contagious diseases are pink eye, strep throat, ringworm, pinworm, and scabies. For a temperature over 100 degrees Fahrenheit, exclusion will be for the duration of the fever. The child should be fever-free, without fever-reducing medication for 24 hours in order to return to the center.

[Contacting Families in a Medical Emergency](#)

It is extremely important that you keep the following items updated on the family information form:

- Cell phone number for parent or guardian
- Work telephone number for parent or guardian
- Emergency telephone number of person or persons to call if parent or guardian cannot be reached
- Description of any unusual conditions or allergies

Please notify the office immediately of any changes in the above information so we can reach you without delay.

[Notice Regarding Immunizations](#)

In accordance with Section 210.003.7, RSMo., the parent or guardian of a child enrolled in or attending the School District of Washington Early Learning Center may request notice of whether there are any children enrolled at our facility with an immunization exemption on file. If you would like to request this information, please contact Mrs. Jennifer Johnson, School Nurse, and the information will be provided to you. Please note, the name or names of individual children are confidential and will not be released. Our response will be limited to whether or not there are children enrolled at our facility with an immunization exemption on file.

[Parking Safety](#)

To ensure the safety of all staff and families using the ELC parking lots, please make sure you don't drive through or park in the fire lane, use your cell phone while in the parking lots, or leave your car running when you bring your child into the building.

[Outdoor Play](#)

Providing the temperature guidelines are met, we go outside each day. To ensure that students are protected against cold, heat, sun or insect disease, families have the following guidelines to follow:

- Please send climate appropriate clothing for your child
- Send a change of clothing for your child so that in the event your child's clothing becomes damp, he/she can be changed promptly

The ELC uses the guidelines recommended by St. Louis Children's Hospital Resource Center to determine whether outdoor play is appropriate for the current weather conditions. The recommended guidelines are:

- Below 10 degrees (wind chills included) – children will remain indoors
- Between 10 and 32 degrees – outdoor play will be limited to 5-15 minutes
- Between 32 and 90 degrees – there will be no restrictions on time
- Between 90 and 100 degrees – children can stay out with plenty of water
- Above 100 degrees (heat index included) – children will remain indoors
- Active precipitation will be a factor as well

Be sure to dress and provide appropriate outerwear. Loose fitting layers along with a winter coat. Mittens/gloves and a hat are important. Fifty percent of body heat is lost from the exposed head. The weather could be warm in the morning, but drastically change by noon to very cold temperatures on any given day, so it is better to have many layers than not enough.

[Building Security](#)

Every attempt has been made to make the ELC a safe and secure environment for your child. To ensure this, an electronic entry system is located in the building. Our families play an important role in keeping our building safe by not letting anyone else into the building when they are dropping off or picking up their children. No one should enter or exit through any other building door. All visitors are to check in at the office.

Each family that drops off and picks up during extended hours is issued two electronic keys for building entry. Families are charged a \$5 fee when cards are lost, in order to obtain a replacement card. All electronic keys need to be returned on the last day of the current school year. Please notify the office if an electronic key is lost so that it can be deactivated for security for the safety of all children.

[Emergency Situations and Drills](#)

Students will participate in scheduled fire, tornado, earthquake, and lockdown drills throughout the year. All staff members and students will be given information about safety procedures appropriate for such situations. In the event of an actual emergency, parents may understandably want to pick up their child from school. If still on site, adults picking up will need to obtain a pass from the office or command area in order to checkout their child. Teachers will not release students to anyone without a pass.

[Permission to Photograph](#)

Opportunities occasionally arise whereby your student may be videotaped, audio taped or photographed on campus by authorized individuals, such as a media representative or members of our staff. There may also be opportunities for your child's name and/or picture to be posted on our website or the newspaper. **A parent or legal guardian must notify the district in writing if they do not want their child to be videotaped, audio taped, photographed, or they do not want their child's picture posted electronically.**

[Confidentiality](#)

Confidentiality is practiced at all times. Information about children in the classroom will not be discussed among staff, other families, or in classrooms in front of children. Transmitting information about children, families, and other staff members is to be done in a private, professional manner. Your child's records for review are available upon request.

[Reporting Abuse](#)

Please note that the law mandates all ELC staff to report any suspected case of child and/or sexual abuse or neglect.

[Supervision of Students](#)

Each student will be monitored by sight and sound by an ELC staff member at all times. We do not allow students to be under the supervision of a volunteer at any time. Staff members position themselves so that the children may be supervised from the position and location of the employee at all times.

[Discipline Policies](#)

All children are expected to be considerate of themselves, other students and adults at all times. Please partner with your child's teacher in resolving any disciplinary situation that should arise. Children, families and staff are expected to show mutual respect in resolving unacceptable behavior. The ELC follows the School District of Washington Student Discipline Policies. These policies were written for elementary and secondary students and will be adapted by ELC Administration as appropriate to fit the developmental nature of the early childhood years. Consequences will be based on patterns of behavior versus isolated incidents.

[DISTRICT ANNUAL NOTICES](#)

[Click here for link to notices](#)