



KACC Preschool Lab Registration and Information Packet 2021-2022 School Year

4083 N 1000W Rd.
P.O. Box 570
Bourbonnais, Illinois 60914
815-939-4971
www.kacc-il.org



K.A.C.C. Preschool Lab

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2021-2022

Melissa Kapidis

kapidism@kacc.org

Early Childhood Education Instructor

**First Day of Preschool
Tuesday, September 7**

Kankakee Area Career Center

Timothy M. Guerin, Principal

Lucas Papineau, Dean

Matthew A. Kelley, Executive Director



Welcome to the

Kankakee Area Career Center's

Preschool Lab

Thanks to all the parents who allow the Kankakee Area Career Center (KACC) Preschool Lab to work with your children. It is because of you we are able to fulfill our curriculum and goals within our Early Childhood Education (ECE). Program with the Preschool Lab.

Our Preschool Lab is open Mondays through Fridays. The session times are

8:30 a.m. to 2:30 p.m.

KACC currently serves juniors and seniors from 16 area high schools in Kankakee County and parts of Iroquois and Will Counties. The ECE/Preschool Lab classroom consists of students from almost all KACC area schools, some being in their first year and some in the second year of the ECE/Preschool Lab program.

These KACC students, under the direct supervision of our Clinical Lab Supervisor, are responsible for the basic teaching of the children in our ECE Preschool lab. The instructor is always available to assist in various activities and help out when necessary. The Preschool Clinical Lab Supervisor works side-by-side with the high school students as they interact with the preschoolers in the Preschool lab.

Philosophy: Our goal in the Preschool Lab is to ensure your children and our students experience a wonderful learning/teaching opportunity. The students, their instructor and lab supervisor work very hard to prepare the activity plans, the lab/preschool environment and themselves for each and every day. They want to ensure the children attending our lab/Preschool Lab have a caring, nurturing and positive learning experience.

We at KACC firmly believe the early stages of development for any child provides the basic foundation for future educational success. The students and their instructor sincerely want to meet the needs of the whole child including all *domains of development*: social-emotional, physical, cognitive and language development.

Observation Room: **Note:** Observation room will remain closed until further notice. Please be aware the one-way mirror in the observation room is a very explicit feature. The observation room is shared by the students and parents of the preschoolers. Normally, parents may use the observation room the first and last ten(10) minutes of the session in which your preschooler is enrolled.

Arrival/Departure:

When arriving to KACC, please bring your child to the Preschool Entrance. Doors will open at 8:30 a.m. You will be met at the door by an instructor or student from Early Childhood Education program. Students involved in assisting with the arrival/departure will be wearing a scrubs uniform so they are easily identified.

Face masks will be worn before entry. There will be no late arrivals. Doors are locked at 9:15 a.m.

If at any time, the person picking up a child does not seem familiar, they will be asked for their driver's license or picture ID.

If an alternate person is to be responsible for pick up/drop off of a child, arrangements must be made with preschool lab instructor and [updated/documentd on the Ipad through Tadpoles.](#)

IMPORTANT! Always hold your child's hand to and from your vehicle. Please remember not to let your child run around in the back area while visiting with other parents in the drop off/pick up zone.

Parent Letter: Parents will be provided a monthly parent update, *Classroom News*. This newsletter is a very important communication tool used to keep parents informed of what will be taking place during the upcoming month.

Student Encouragement: Whenever a parent wants to make special mention of a KACC ECE student who has worked with their child in the Preschool Lab, please inform the Preschool Lab Supervisor.

Compliments sometimes fall short in our changing world so we like it when someone is caught...doing something good!

Concerns: Parents are also encouraged to let the Preschool Lab Supervisor know if they ever have a question or concern involving the Preschool Lab, their child, or a KACC student. The Preschool Lab Supervisor will be responsible for addressing any concerns.

School Closings: Typically, the Preschool Lab is open Monday through Friday, on any day the Kankakee Area Career Center is in session. Should there be a need to unexpectedly close the Preschool Lab due to inclement weather, (ice, snow or extreme cold), a message will be posted on [Tadpoles](#), [Facebook](#), public service announcements on local radio stations, including WONU @ 89.9 FM and WKAN @ 1320 AM and a notice posted on social media and our website—The Preschool Lab Supervisor will post scheduled closing above the sign in/out binder.

Snack: Please pack one snack a day for your child. Please put it in your child's lunch bag and label it SNACK. Drinks will be provided by KACC Preschool Lab.

Lunch: Lunches must be a cold box lunch promoting the child to be self-sufficient. Children are allowed to put their lunch in the classroom refrigerator, as needed. Be sure to make the Preschool Lab Supervisor aware of any food allergies your child has so this can be addressed at the beginning of the school year.

Health: If a child within the lab/preschool is found showing symptoms of becoming ill, i.e.: flushed cheeks, diarrhea, vomiting, runny nose, stomach ache, fever, lethargic behavior, etc. the parent will be contacted to bring the child home. (Note: If temperature is 99° parent will be called, at 100°, child must be taken home.) If the parent is unable to be contacted, the emergency contact person listed on file will be notified to come and pick up the child.

If a child is sent home due to an illness, they must be illness-free for 24 hours before returning to the Preschool Lab in hopes of keeping a virus from spreading. General requirements for a child to return to class:

- ◆ Fever-free and without medication for 24 hours
- ◆ Has not vomited in the preceding 24 Hours

Children who have an infectious disease must have a release form from their physician before returning to the KACC Preschool Lab.

If at any time the children at the Preschool Lab are exposed to any infectious disease, i.e.; Chickenpox, head lice, etc., parents will be notified as quickly as possible. In addition to individual written notices being sent home with each child, if necessary, telephone calls will be made. In the case of an infectious virus or head lice, the Preschool Lab will undergo the appropriate sanitation needed to reduce/eliminate the chance for other children/students being infected.

Payment Policy: Payment will be due on the 7th day of each month, beginning September 7, 2021. We encourage payments be made online. Click [HERE for access](#). Payments may also be made by personal check, money order or cash. If any payment becomes more than ten (10) days late, the child will not be allowed to attend Preschool Lab until the payment is brought current. **If a child is a no call/no show for 2 consecutive weeks, that child will automatically be dropped from the program and all payments will become due for the current month.**

Preschool Lab will run between September 7, 2021 through May 5, 2022

Please sign below to signify your understanding of the importance of your child's regular attendance in the KACC Preschool Lab and your agreement with policies outlined in the Preschool Lab Parent Handbook.

KACC Preschool Lab provides an opportunity to KACC Early Childhood Education students to develop and implement appropriate curriculum for the benefit of your child.

Please return this form to the Preschool Lab Supervisor.

To Whom It May Concern:

I have thoroughly read and understand the handbook of the Kankakee Area Career Center Preschool lab. Please sign on the line below and return on the first day at Preschool Lab. Thank you.

Date signed:_____

Parent/Guardian Signature:_____

