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## SAINT DAVID CATHOLIC SCHOOL

Dear Parents,

The teachers, staff and administration send a warm welcome to you and your children for the upcoming school year. We are delighted that you have entrusted your children into our care to teach them to love God and each other.

Our goal as educators is simple. Provide your child with the best possible academic training in the setting of a loving, spiritual family. I wish you a happy, healthy year.

Sincerely in Christ,

Mrs. Michelle Chimienti

**Saint David Catholic School**  
**Mission Statement**

The mission of Saint David Catholic School is to provide a foundation for the nurturing of Catholic faith, traditions and academic excellence. Our commitment is to develop students who are productive citizens and servants of God.



# Saint David Catholic School

## Pre-School A – B – C's

### A

**AGE...**Children must be three years old by September 1<sup>st</sup> for the PreK 3 program and four years old by September 1<sup>st</sup> for the PreK 4 program.

**ATTENDANCE...**Daily attendance is encouraged. Consistency gives the child a sense of belonging and a feeling of security. In case of illness or an extended absence, please notify the office.

### B

**BACKPACKS...**Each child must have a **full-size** backpack. No backpacks on wheels.

### C

**CELEBRATIONS...**Birthday and holiday celebrations are an integral part of the curriculum. Parents may send in a store-bought birthday treat if they wish on their child's birthday. Mini cupcakes, cookies, donuts and donut holes and preferred. No

candy please. Outside party invitations may only be sent to school to be distributed if every student in the class is being invited. Information concerning holiday parties will be sent home prior.

**CLOTHING/UNIFORM...** Saint David Catholic School P.E. uniforms are required daily wear for PreK 3 and PreK 4. The P.E. uniform, uniform socks, sweaters, jackets and sweat shirts are available for purchase at Risse Brothers Uniforms.

Risse Brothers is located at:  
37 North State Road 7  
Plantation, FL 33317  
Tel# (954) 769-1159  
[www.rissebrothers.com](http://www.rissebrothers.com)

Black sneakers are the required footwear. **NO sandals or open back shoes are permitted for safety reasons, even on dress down day.** Socks must be worn.

**\*\*Please see the school handbook for details regarding shoes.**

**CURRICULUM...** Our Preschool program is developed with an academic, hands-on curriculum, with an emphasis on religious experience, language arts, mathematics, problem solving, gross and fine motor development, and acceptable social behavior. It is our goal to help each child become self-directed.

**D**

**DISCIPLINE...**Discipline in PreK means respect for others and self-control, and setting limits. If a negative behavior is continuous, a conference will be requested.

**DISEASE...**Childhood diseases and expected in Pre school. Check with your doctor for treatment and permission to return to school. Let us know if your child has a contagious disease and we will notify the other parents. If your child is feverish, has vomited within the last 24 hours or is under medication, please keep him/her home. **Your child should be fever-free and/or flu symptom free for 24 hours before returning to school.**

**DISMISSAL...**Dismissal takes place in the front of the school or Student Activity Center at the following terms:

2:45 P.M. – if the oldest child being picked up is in PreK3 or PreK 4.

3:00 P.M. – if oldest child is in grades K-5

2:45 P.M. – if oldest child is in grades 6-8

## **E**

**EARLY DISMISSAL...**There are periodic early dismissal days. The times are as follows:

12:05 A.M. – if oldest child being picked up is in PreK3 or PreK4

12:15 P.M. – if oldest child is in grades K-5

12:05 P.M. – if oldest child is in grades 6-8

**EMERGENCIAS...**Each family is asked to have an emergency card on file with correct telephone numbers. If a child has an emergency, the family will be contacted. If contact phone numbers change, please notify your child's teacher or the front office.

**EXTRAS...**Check your child's backpack daily for important information from the administration or your child's teacher.

## **F**

**FIELD TRIPS...**PreK 4 has field trips. They are inhouse and are planned to expand the curriculum. You will be informed in advance for permission and of any cost.

## **H**

**HOURS...**School hours for Pre-school classes are 7:50 A.M. until the applicable dismissal time. Please be prompt so as not to disrupt the classroom.

**HAIR...**Use good judgement in selecting hairstyles. The boys' hair must be groomed so that hair does not touch the collar, and is above the eyes and ears. Hair must also be blended to eliminate lines. **Tails linespiked -shaven-dyed etc. are not allowed.**

**\*\*Please see the school handbook for details regarding hair.**

**I**

**INFORMATION...** We will keep you informed of upcoming classroom events through notes sent home with your child. Please be sure to check your child's backpack daily.

**L**

**LABEL ALL PERSONAL ITEMS**

**LUNCH...** Your child should bring a healthy snack from home daily. Make sure that lunch boxes have the child's name on the front. Please use child friendly containers. A snack should be provided even on early dismissal days. Lunch can be ordered each day from the lunch program.

**M**

**MEDICAL PAPERS...** Medical and immunization papers must be on file in the school office. These must be originals – **NO COPIES.**

**MEDICINES...** No child should carry any type of over the counter or prescription medication. Please contact your child's teacher for more information.

**MONEY...** Any money sent to school, must be in an envelope marked with the child's name, amount

enclosed and the purpose of the money.

## **N**

**NAIL POLISH...**Students may not wear nail polish.

## **P**

**PARTICIPATION...**We encourage and enjoy parent participation for all classroom events. For safety, we cannot accommodate siblings at class parties. All attendees at class functions need to be VIRTUS trained and fingerprinted. Parents must wear their I.D. badge at all times when attending or chaperoning functions. There are no exceptions to this policy.

**PROGRESS REPORTS...**Report cards are distributed every sixty days to PreK4 students.

## **Q**

**QUESTIONNAIRE...**Please complete and return the PreK information sheet for your child's file at the beginning of the school year.

## **R**

**RAINY DAYS...**You are encouraged to keep a plastic coat in your child's backpack. Umbrellas are safety hazards and are not allowed.

**\*\*Please see the school handbook for details regarding dismissal.**

**RELEASING CHILDREN...**At dismissal time, children will be released only to a person approved by the parent, which needs to be in writing. If a child is not following his/her usual afternoon procedure, a note must be sent to the teacher.

**School office will be closed between 2:00-3:15**

**To ensure the safety of our students and staff during the busiest part of the school day, the school office will be closed for early dismissals between 2:00 PM and 3:15 PM. Any students needing to leave early must be picked up before 2:00 PM. Students not picked up before this time will be dismissed at the regular dismissal time. Thank you for your cooperation and for helping us maintain a safe and orderly environment.**

**S**

**SLEEPING...**Your PreK 3 child will take an hour rest in the afternoon. PreK3 students need to supply a crib size blanket for rest. PreK 4 children will take a 45-minute rest in the afternoon. Please, no rest buddies for PreK 4 children. We will provide a resting cot for each child.

## **T**

**TATTOOS OF ANY KIND ARE NOT ALLOWED.**

## **U**

**UNDERSTANDING...**Encourage your child to discuss the day's events. This should be a quiet time for you and your child. Listen to what he/she is saying and show an interest in the activities.

## **V**

**VIDEOS/DVD'S...**Only "G" rated videos or DVDs are shown in the PreK classrooms. Any video or DVD brought from home to share at rest time should be labeled with your child's name.

**VOLUNTEER HOURS...**Each family is expected to serve 20 volunteer hours at the school plus a shift at each of the two parish carnivals. Your time and effort are greatly appreciated.

**\*\*Please see the school handbook for details regarding volunteer hours.**

## **W**

**WORK...**We need your help. Please help your

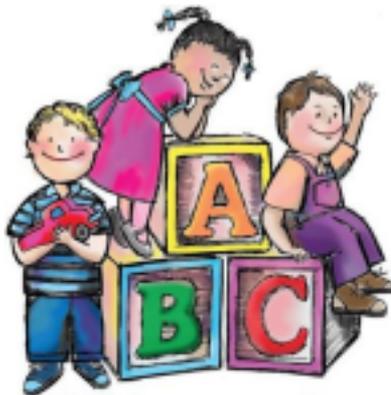
child's teacher with work at home. It is a good way to help your school.

## Y

**YOUNG CHILDREN...**Thank you for entrusting us with your child. This is a trust that is taken very seriously. Your child is ready to learn and we will encourage him/her every way that we can.

## Z

**ZIPLOCK...**Every PreK 3 student should send in a change of clothes with two pairs of socks in a labeled Ziplock bag.



Welcome to  
Preschool

# Saint David Catholic School

# Early Childhood Parent Handbook Addendum 2025- 2026

Archdiocese of Miami Catholic



**Schools**

*The mission of Saint David Catholic School is to provide a foundation for the nurturing of Catholic faith, traditions, and academic excellence. Our commitment is to develop students who are productive citizens and servants of God.*

## **Welcome and Philosophy**

Our Early Childhood Program reflects the belief that every child

is created in God's image and likeness, with unique gifts and abilities. We nurture spiritual, social-emotional, physical, and cognitive growth through developmentally appropriate, play based learning in a Catholic environment. Families are partners in this journey, and together we build the foundation for lifelong faith and learning.

## **Curriculum and Learning Approach**

We align our curriculum with:

Florida Early Learning and Developmental Standards  
Florida Catholic Conference Early Education Program Standards  
NAEYC best practices

Our curriculum weaves Catholic values, daily prayer, and Gospel teachings into play-based, child-led learning experiences. Teachers thoughtfully design environments filled with opportunities for literacy, numeracy, science, and hands on exploration to inspire curiosity and a sense of wonder in God's creation. Using ongoing, research-based assessments, learning experiences are continually tailored to support the unique needs and growth of every child in our care.

## **Daily Schedules and Routines**

Consistent routines help children feel secure. A typical day includes:

- ✓ Morning welcome and prayer
- ✓ school-based learning and outdoor play
- ✓ Snack and mealtimes
- ✓ Rest/nap time
- ✓ Closing prayer and dismissal

## Arrival and Dismissal Procedures

- PreK classrooms open at 7:30 am. Children must be in class by 7:50 am.
- It is in the best interest of children that they are on time and able to participate in the opening activities of the group as this sets the tone for the rest of the day and aids in smooth transitions.
- All students are to be dropped off in the morning by car in front of the school and picked up by car following the same procedure. Parents must stay in their cars and use the traffic pattern in front of the school buildings. **No parent is permitted to walk his or her child across the parking lot at either drop off.** Car seats or booster seats must be located on the passenger side of the car. Backpacks cannot be located in the trunk of the car. School begins at 7:50 am. Please allow enough time for your student to arrive at their classroom and be settled and ready to start their day by this time.

**Parents are asked not to use cell phones as they drive through for drop-off for the safety of our students, your full attention is required when dropping off students.**

- Students who are not in their seats at 7:50 am will be required to go straight to the school office for a late pass. ● PreK students are dismissed at 2:45 pm. All parents and guardians are required to park their vehicles in a designated parking area and walk to the school gate to pick up their child. A designated pick up card must be presented when entering the campus for dismissal. Students will only be released to individuals who present the official card. No exceptions will be made.

Parents and guardians must arrive according to the scheduled time for the child's grade level. Staggered dismissal times help to reduce congestion and ensure a smooth and efficient process. Any changes to your child's dismissal arrangements must be communicated to the front office in writing prior to 12:00 pm on the day of the change.

### **Authorization for Pick-Up**

- Children will only be released to their parents and those persons listed on the registration form as emergency contact/alternate pick-ups.
- A photo ID will be required of someone whom we do not know. Staff have access to all student files to ensure that children are dismissed only by those listed on the emergency contacts. A signed note must be given to the school office prior to releasing your child to someone who is not listed on your child's registration form.

### **Toileting and Self-Care Policies**

We encourage and support toileting independence in alignment with Florida DCF and ADOM guidelines.

- **Developmentally appropriate support:** Toileting skills develop gradually from infancy through preschool. Teachers provide age-appropriate guidance, encouragement, and support at each stage of development.
- **PK3 and older:** Children entering PK3 and PK4 programs are expected to be toilet trained and able to manage their toileting needs with minimal assistance. Occasional accidents are understood as part of

development and will be handled calmly and respectfully.

- **Partnership with families:** Open communication between home and school helps maintain consistency and supports your child's success.
- **Extra clothing:** Families are asked to provide several complete changes of clothes (including socks and shoes) to keep at school for use if needed.
- **Encouraging independence:** At all ages, teachers gently guide children toward greater self-care skills, promoting confidence and a sense of accomplishment.

## Health, Illness, and Safety

- **When to Stay Home:** Children must stay home if they have:
  - A fever of 100.4°F or higher (must be fever-free for **48 hours without medication** to return).
  - Vomiting or diarrhea (must be symptom-free for **48 hours without medication** to return).
  - Any undiagnosed or contagious rash.
  - Any communicable illness (e.g., flu, chickenpox, pink eye, strep throat, stomach virus).
  - Head lice or nits.

- Eye discharge (eyes must be clear to return, even with a doctor's note).
- Excessive nasal or ear discharge.
- **Absences:** Parents must notify their child's teacher by 9:00 am if their child will be absent.
- **Physician's Note:** Required for any absence of **3 or more consecutive days** or after a contagious illness to verify the period of contagion has passed.
- **If a Child Becomes ill at School:**
  - Parents will be contacted to pick up their child **immediately**.
  - Staff will assess the illness, keep the child comfortable, and monitor until pickup.
- **Medication Policy:** Medication will only be administered with written parental consent and physician instructions. (If Applicable)
- **Health & Safety Practices:**
  - Frequent handwashing is practiced daily.
  - Monthly emergency drills are conducted to ensure preparedness.
  - **Exposure Notifications:** If a child in the program is diagnosed with a communicable illness, parents will be notified with the illness name and symptoms for awareness.

## Immunizations

Before attending school, all students are required to have a valid immunization record on file in compliance with the Florida Department of Health guidelines.

- **A Florida Certificate of Immunization (Form DH 680)** completed by a healthcare provider participating in Florida Shots must be submitted to document:
  - Required immunizations
  - A valid medical exemption (temporary or permanent) if applicable
- Only medical exemptions certified by a physician are accepted. Exemptions based on religious, philosophical, or personal beliefs are **not permitted**.
- Students without the required documentation will not be allowed to attend until all immunization requirements are met.

## Communication with Families

- **Partnership and Respect:** We value open, respectful communication and strong partnerships with families to support each child's growth and development.
- **Classroom Updates:** Teachers provide regular updates through [classroom apps, newsletters, or folders] to keep families informed about daily experiences, learning, and upcoming events.

## **Parent-Teacher Conferences:**

- Held 2–3 times per year to discuss your child’s progress, screenings, assessments, and overall development.
- Dates will be shared in advance, and families will have opportunities to sign up for a convenient time.
- Additional conferences may be scheduled as needed to support your child’s success.
- **Addressing Concerns:** Sensitive matters should first be discussed directly with your child’s teacher. If further support is needed, families are encouraged to reach out to school administration.
- **Ongoing Communication:** Families are welcome to schedule a meeting with teachers or administration at any time to discuss questions, concerns, or celebrations.

## **Positive Behavior Guidance and Social-Emotional Development**

### **Our Approach:**

- We use positive guidance strategies that reflect the dignity of each child and model Christ’s love.
- Teachers encourage self-regulation, problem-solving, and making amends when needed.

- Clear and consistent limits are set with kindness and respect.
- Prohibited practices include corporal punishment, shaming, food withholding, and punitive toileting methods.

### **Positive Guidance Strategies:**

- Redirecting children from inappropriate behavior toward positive choices.
- Teaching appropriate social-emotional skills to address challenges.
- Reassessing the environment, activities, and supervision to support positive behavior.
- Using positive language and celebrating appropriate behaviors.
- Maintaining consistent, age-appropriate consequences for classroom rules.
- Building and maintaining strong, supportive teacher child relationships.

### **Family Partnership:**

- Parents will be notified if disruptive behaviors arise.
- Conferences may be scheduled with the Director and family to discuss strategies for supporting the child.

- A specialized team may be formed to create a plan that promotes the child's success.

### **Prohibited Practices:**

- Any form of corporal punishment (e.g., hitting, spanking, shaking, rough handling).
- Isolation where the child cannot be seen or supervised.
- Binding, tying, or restricting movement.
- Using or withholding food or beverages as punishment.
- Demeaning or humiliating toileting practices.
- Emotional abuse, threats, profane language, or verbal abuse.
- Placing a child in a crib or portable crib for disciplinary purposes.

### **Expulsion & Suspension Policy**

Our program is committed to creating a safe, nurturing, and inclusive environment where all children can grow, learn, and thrive. We align with the Florida Department of Children and Families and the Office of Early Learning's position on supporting children's social-emotional and behavioral health through positive practices.

- **Our Commitment:**

- Promote positive, developmentally appropriate classroom environments.
- Prioritize the social-emotional well-being of all children.
  - Encourage developmental screenings and referrals for additional support as needed.
- Support parent involvement and partnership in addressing their child's needs.
- Provide professional development for staff on alternatives to expulsion and suspension.
- Collaborate with early childhood mental health consultants and interventionists when appropriate.
- Track and analyze data on expulsions, suspensions, and dismissals to ensure fair, thoughtful decision-making.

- **When Enrollment May Be Terminated:**

While every effort is made to avoid expulsion or suspension, the program reserves the right to discontinue a child's enrollment for reasons including, but not limited to:

- Failure to follow the policies and procedures

outlined in the Parent Handbook.

- A child's needs exceed what the program can safely and effectively support within current staffing and resources.
- Behavior that poses a serious risk to the health and safety of the child, other children, or staff.
- Parent or guardian behavior that is disruptive, unsafe, or violates childcare licensing regulations (e.g., vulgarity, intimidation, harassment, or interference with program operations).

We strive to work closely with families to address challenges and seek solutions before reaching this point. Every decision to terminate enrollment is made thoughtfully, with the best interests of all children and staff in mind.

## **Nutrition and Mealtime Expectations**

● **Parent-Provided Snacks:** Parents are asked to provide nutritious snacks for their child's mid-morning and afternoon snack times. Please ensure all snacks are cut into small, bite-sized pieces to avoid choking hazards. ●

### **Lunch Program:**

- A well-balanced, hot lunch is available daily through our on-site caterer, Maschios.
- Meals exceed USDA minimum standards and include:

- Home-style cooking

- Generous serving portions
  - Monthly menu cycles
  - Meals prepared fresh the same morning
  - Kid-friendly options
  - Menus are posted in classrooms and available online through Plus Portals.
- **Mealtime Practices:**
    - Teachers model gratitude and lead children in prayer before meals.
    - Mealtime is treated as a social and learning opportunity where children practice self-help skills and table manners in a supportive environment.

## **Special Diets and Allergies**

Parents are encouraged to review the posted menus regularly. If a child has an allergy to an item on the menu, families must provide nutritious alternative food options for their child.

- If parents do not provide appropriate substitutions for a meal, the program will supply supplemental food items to ensure the child receives a complete and balanced meal.
- For children requiring a special diet:

- A written note from the child's pediatrician is required, along with a sample meal plan for the special diet.
- This documentation will be kept on file, posted in a visible location in both the kitchen and classroom, and followed by all staff members responsible for the child's care.

## **Rest Time Procedures**

Daily rest/nap time is provided.

In our PREK classrooms, rest time helps children develop self regulation skills—learning to calm their bodies and minds even if they do not fall asleep. Providing a consistent, quiet rest period fosters a sense of structure and security that supports overall well-being and readiness to learn.

- PreK 3 will rest for one hour each day
- PreK 4 will rest for 45 minutes each day

## **Celebrations, Birthdays, and Holidays**

- **Religious Observances:** Classroom celebrations and activities reflect the liturgical calendar and Catholic traditions.
- **Birthday Celebrations:**

- All treats must be **store-bought** and **free of any nut ingredients** to protect children with allergies.
- Homemade treats are not permitted.
- Non-food items (such as stickers, pencils, or small toys) are preferred for celebrations.
- Gum and candy are **not allowed** in school or inside goody bags.  
Goody bags may only contain items safe for children under 5 years old and will be distributed to parents at dismissal.
- Birthday celebrations are for your child and their classmates only; family members or outside guests are not included in classroom celebrations.

## **Transition to Kindergarten**

Teachers and administrators support a smooth transition

- by:
- Building readiness skills
  - Offering parent resources
  - Coordinating visits to Kindergarten classrooms when possible

## **Family Involvement Opportunities**

Families are welcomed to participate in:

- Classroom activities
- Faith-based events
- Volunteer opportunities (must meet ADOM Safe Environment requirements)

## **Possessions from Home**

- **Jewelry:** For safety reasons, children may not wear jewelry to school. Jewelry can pose hazards if it gets caught on play equipment or breaks and becomes a choking risk. The program is not responsible for lost or damaged jewelry. Parents are also asked to use caution with small hair accessories, as they can be a choking hazard for younger children.
- **Toys and Personal Items:** Toys from home are not permitted unless a teacher has requested an item for a specific classroom activity or event. Please check your child's pockets before school to ensure small items such as toys, coins, or other objects are not brought to school.

## **What Students Need Daily**

- Each child is assigned a labeled space for personal belongings.
- Each child is required to provide a **complete change of clothes** (shirt, shorts/pants, socks, and underwear) must always remain in the space.
- **Labeling:** All personal items, including clothing, water bottles, must be labeled clearly with your child’s first and last name.
- **Water Bottles:** Water bottles must have a secure cap and be labeled with the child’s name. PreK classes water bottles must adhere to the school’s water bottle policy.
- **Prohibited Items:** Bottles, pacifiers, and sippy cups are not permitted at school.

**Parent Acknowledgement Form**

I acknowledge receipt of the Early Childhood Parent Handbook Addendum. I understand it supplements the Archdiocese of Miami Parent Handbook and agree to abide by the policies and procedures outlined.

Child’s Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Signature:

\_\_\_\_\_ Date:

\_\_\_\_\_