

St. Aloysius Catholic Preschool Parent Handbook



2024-2025

312 Clough Street
Bowling Green, OH 43402

Preschool Director & Head Teacher
Mrs. Julia Kulik
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History

St. Aloysius Parish School was established in 1960 with 85 students in grades 1-3 taught by three Sisters of St. Francis of Sylvania. Today, St. Aloysius Elementary and Junior High School has all day Kindergarten Readiness through 8th grade with an enrollment of about 200 students. Our preschool was established in 2014 to fulfill the desire to expand the St. Aloysius tradition of excellence in education to the Bowling Green community's youngest learners.

Mission and Goals

We believe that each child is a unique gift.

We believe that we are called to share the Gospel message.

We believe that we are co-workers with parents in education.

We believe we are establishing and strengthening a foundation for Christian living in American society.

Our mission is to develop learners with active and creative minds, a sense of understanding, compassion, and the courage to act on their Christian beliefs. Our ministry, anchored in the Roman Catholic tradition, nurtures children in values and prepares them for a lifetime of service to God and the quest for knowledge.

Philosophy

Children are unique individuals experiencing life and gathering information at their own pace. Young children grow and gather knowledge most effectively through concrete actual experiences. Jean Piaget's theories of development in young children state that children learn through active exploration of an environment rich in hands-on-opportunities. Therefore, our goal is to create a stimulating "play" environment which encourages young children to observe, to be active, to make choices, and to experiment. The curriculum is designed to meet the needs of the whole child. Activities, events and experiences will be incorporated to enhance the child's spiritual, cognitive, language, affective-communicative (social), and physical development.

Very basic religious concepts, such as loving God, our families, our friends, and all living things, are fundamental to our curriculum. Taking care of God's earth and the gifts God has given us is an integral part of the child's learning environment. We believe that developing a positive self-concept, feeling good about one's self and others, is of the utmost importance in nurturing the spirit within each child.

Admission/Withdrawal/Placement/Transition Procedures

St. Aloysius Catholic Preschool admits students of any race, creed, color, or ethnic origin to all the rights, privileges, programs and activities. In addition, the school will not discriminate on the basis of race, creed, color or ethnic origin in the administration of its educational policies, scholarships, loans, athletics and other school administered programs.

- A child must be at least three or four years old by September 30 of the respective school year.
- A child must be fully potty trained to participate in the preschool program. Pull-ups are not accepted.
 - **Toilet-Trained Preschool guidelines for Entry/Re-Entry:**
 - Recognize the urge to urinate/defecate.
 - Able to inform the teacher of the need to go to the restroom.
 - Able to wipe self correctly after urinating/defecating.
 - Recognizes importance and is able to wash their own hands.
 - If your child struggles with bed wetting at home, please contact the preschool director so possible accommodations may be made for nap time.

We strongly urge that all the children are 100% self-sufficient in toileting. We do recognize that accidents may occur but frequent (three or more within 30 days) accidents without medical cause will result in your child being asked to remain home for at least one month (30 days from the date of last accident at school) until toilet training is mastered. Because of child protection guidelines that our teachers must follow, please be aware that if an accident does occur you may receive a call from the preschool to come clean your child.

All students must have a completed commitment form for enrollment. Each application is date stamped and children are placed in class on a first come basis.

Parents must provide written permission for emergency medical and dental care as well as emergency transportation by signing the emergency medical form.

A copy of birth certificate and immunization record must accompany initial application.

For students who are suspected of having developmental delays, the student's school district of residence will be consulted.

Admission/Withdrawal/Placement/Transition Procedures Continued

Each year, students who are currently enrolled will receive an application for re-enrollment for the next year. Current students will be placed for next school year prior to new applicants providing that application is on file.

All students will have a written transition plan when entering or leaving the program as well as for any change between classrooms. As a class we will visit the K-8 building regularly to introduce the preschool students to the Kindergarten program.

If the need should arise to withdraw a child from the program, parents should contact the preschool director. Records can be forwarded according to stated policies.

St. Aloysius Preschool Program Goals

- To help each child become aware that he/she is a unique gift of God.
- To help each child develop a positive self-image and acknowledge his/her self-worth.
- To help each child develop basic social skills.
- To help each child increase independence by providing opportunities to make choices.
- To promote respect for self and others.
- To help each child continue the desire to learn.
- To cultivate gross and fine motor skills.
- To use all senses in learning.
- To experience learning in a play-based environment.
- To prepare each child for the kindergarten stage of exploration and inquiry.

Learning Environment

The St. Aloysius preschool curriculum is focused on fostering positive socialization skills and developing a healthy positive self-image. It is important that the first years of school be a positive experience. The skills acquired through the preschool experience are building blocks for the future. The children are provided a rich multi-sensory environment through which to explore and to develop their personal and pre-academic interests and abilities. Structured academics are not the major focus of preschool since at this age children learn most necessary skills through play and self-discovery.

To accomplish our goals, we will be using *The Creative Curriculum* in our preschool classes. This curriculum includes a wide variety of activities with an emphasis on individual needs and is aligned with the *Early Learning Content Standards* adopted by the Ohio Department of

Learning Environment Continued

Education. Teachers will be working with students individually and in small groups to assess students' understanding of the content. Each child will have a portfolio that will be shared at parent teacher conferences.

The following are examples of centers available in the Preschool classroom throughout the school year:

Library/Reading	Music	Dramatic Play
Science	Art	Literacy
Math	Building	Writing
Fine Motor	Sensory Table	Technology
Social Studies	Prayer/Bible	

Sample Daily Schedule

7:00 - 8:45	Morning Extended Day
8:30 - 8:40	Student Arrival
8:45 - 9:15	Circle Time (Calendar, Prayer, Weather, Story)
9:15 - 10:00	Morning Snack, Bathroom Break, Outdoor/Gross Motor Play
10:00 - 11:15	Morning Learning Centers (small group lesson, math/science, art/play-doh, fine motor, sensory bin)
11:15 - 11:30	Free Choice
11:25 - 11:30	Morning Dismissal
11:15 - 11:45	Lunch Time
11:45 - 12:15	Silent Reading & Bathroom Break
12:15 - 1:30	Rest Time
1:30 - 1:45	Clean Up & Bathroom Break
1:45 - 2:15	Outdoor/Gross Motor Play & Afternoon Snack Time
2:15 - 2:45	Learning Enrichment & Afternoon Center
2:45 - 3:00	Free Choice
3:00 - 3:15	Afternoon Dismissal
3:00 - 6:00	Afternoon Extended Day

Daily Schedule for Preschool Extended Day

Morning Extended Day:

7:00 - 8:45 A.M. Arrival at extended day in preschool building.

Afternoon Extended Day:

3:00 - 6:00 P.M. Free choice play and snack provided during extended day.

Preschool Traffic/Transportation

Pick Up/Drop Off

If you are dropping off or picking up a preschooler, please enter the alley from the South so you are heading toward Clough Street. You may park in the small lot to walk them to the door. If the preschool lot is full, you may park in the K-8 school lot or the parish lot. You may only park in the parish lot if you are quickly dropping off your child.

**** If your child will be picked up by someone different than normal or will be going to extended day and normally does not, please email or bring a note to your child's teacher. ****

Preschool Extended Day

Early Extended Care is open from 7:00 A.M. to 8:45 A.M. and 3:00 P.M. to 6:00 P.M. At these times, parents must park in the parking lot and walk their child to the building through the main entrance. Please inform anyone that will be dropping off or picking up your child.

Parking

Anyone coming to the preschool should park in the angled parking spaces for drop off/pick up or any other preschool related matter. From Summit or Enterprise St. turn on to Lincoln St. to access the alley way. Do not pull into the alley/angled parking spaces from Clough St. If spots are not available, park in the parish lot across the street. All children must be walked to the building by their parents or guardians.

Releasing Students

The general rule is that students are not permitted to leave the school building or grounds during school hours. Students will be released only to parents or persons authorized by the parents whose names are indicated on the emergency release form. Under no circumstances shall a child be released to an unidentified person. **Any unknown person picking up a child will be required to show a picture ID.** Parents are encouraged to schedule all medical, dental and other appointments after school hours. If an early dismissal is necessary, please notify your child's teacher. The doors of the school are locked at all times. Preschool parents need to use the doorbell by the preschool door to enter the building. This is for the safety of the children and staff members.

Absences/Illness

Parents are required to call the **preschool office** or email Miss Julia before 9:00 A.M. to report each absence. While we will care for children experiencing minor cold or other mild illness symptoms, any child who does not feel well enough to participate in daily scheduled activities including outdoor play should not be sent to school. Staffing does not permit us to keep one child inside if the rest of the class is outside.

Any child isolated due to a suspected communicable disease will be cared for in the nurse's office or the preschool director's office and attended to by staff members while parents are notified and instructed to pick up their child immediately. Parents will be notified in writing, by either the Preschool Director or school nurse if their child may have been exposed to a communicable disease. Names of children that have become ill are kept confidential.

Children should be kept at home if they have or have had any of the following symptoms within 24 hours:

- Diarrhea (more than one loose stool within a 24 hour period)
- Difficult/rapid breathing
- Yellowish skin/eyes
- Conjunctivitis/pink eye
- Stiff neck
- Evidence of lice, scabies, or other parasitic infestation
- Severe coughing, causing the child to become red or blue in the face or to make a whooping sound
- Untreated infected skin patches
- Unusually dark urine and/or gray or white stool
- Green/yellow discharge from the nose
- Unusual spots or rashes
- Sore throat or difficulty in swallowing
- Vomiting

We will follow the current guidance from the Wood County Health Department in regard to when a student is permitted to return to school following the diagnosis of a communicable disease. It is our policy to exclude from class any student or faculty/staff member whom the Wood County Health Department recommends should be excluded.

Children who were sent home with a communicable disease will be readmitted upon verification from the parent that the child has been free from the contagious condition for a period of 24 hours, or in accordance with the minimum control standards issued by the Ohio Department of Health to be determined by the school nurse.

Health Services

Immunizations are required for all children entering preschool in the State of Ohio. Documentation of immunization must be on file the first day of school. Students without proper documentation will be excluded from school. The preschool director can provide families with the list of required immunizations.

Yearly physical examinations are mandatory for preschool. Your own physician can perform this physical examination. The preschool director provides the required forms 30 days before the current physical expires if requested or forms may be obtained from the physician when your child has an appointment for a physical.

Healthchek Services for Children Younger than Age 21

Healthchek is Ohio's Early and Periodic Screening, Diagnosis and Treatment (EPSDT) Program. It is a service package for babies, kids, and young adults younger than age 21 who are enrolled on Ohio Medicaid.

The purpose of Healthchek is to discover and treat health problems early. If a potential health problem is found, further diagnosis and treatment are covered by Medicaid.

Healthchek covers ten check-ups in the first two years of life and annual check-ups thereafter and offers a comprehensive physical examination that includes:

- medical history
- complete unclothed exam (with parent approval)
- developmental screening (to assess if child's physical and mental abilities are age appropriate)
- vision screening
- dental screening
- hearing assessment
- immunization assessment (making sure child receives them on time)
- [lead screening](#); and
- other services or screenings as needed

If your children are enrolled on Ohio Medicaid, Healthchek services are available to them. If you are younger than age 21 and are also enrolled, you can receive Healthchek services, too.

For more information:

- Read about [Frequently Asked Questions](#)

If you still have questions about Healthchek, send us a note through the [Healthchek Questions](#) form.

Medication

If your child needs to receive any form of medication during school hours, parents must make arrangements to come to school and administer the medication. Parents may delegate a relative, friend, or neighbor who is willing to take responsibility. Otherwise, the child should be kept home. Arrangements for medication to be taken three times a day must be administered before school, after school, and at bedtime. Please make these arrangements with your physician.

In rare cases, the preschool teacher may be authorized to administer medicine. However, a signed release form must be completed by the parent, or legal guardian, and physician prescribing the medicine prior to the medication being given to the child. The medication must be in the original prescription bottle stating the time and amount to be given. These forms are available in the preschool or school office.

Children are not permitted to carry any kind of medication with them, while at the school. All medication will be kept in a secure locked cabinet.

Transitions

St. Aloysius Preschool welcomes and encourages families as partners. When students transition into preschool or out of the program, all students will receive a transition plan. Students staying multiple years in our program have a transition plan at the end of each year.

Transitions into Kindergarten Readiness and Kindergarten will occur during the end of the school year and will be discussed in the spring. Parents, guardians and any other important family members may attend the conference with the teacher. At times, two conferences may be necessary to accommodate families with parents who do not wish to attend the same conference. Families who do not sign up for a conference time are contacted by the teacher to plan a different time, phone conference or reason for no requested conference. During the meeting, teachers and families will discuss strengths and weaknesses of the student, concerns for the transition, tips on preparing for the transition and areas to work on over the summer to better prepare the child for the new environment. Plans are made jointly between teachers and families. All students must have a transition plan form filled out and signed by both the teacher and the parent/guardian.

Transitions Continued

Sometimes a student leaves the program midyear for various reasons. A plan is made for each student leaving the program despite the time of year. As always, transition meetings are offered and may be necessary to ensure that the needs of the child are accurately communicated to the family and the new program (if applicable). Depending on the reason for the student departure, the offered meeting may include a representative from the new program which the child will be attending (if applicable) or educational/social service professionals.

Parent-Teacher Conferences

Parent/teacher conferences are held in the fall and spring or may be requested whenever necessary. To discuss any problems concerning a student, the parent should first consult their child's teacher. Appointments with teachers must be held outside of class time.

Any parents with concerns, wishing to speak with Miss Julia or our principal, Mrs. Puhl, may call for an appointment so that sufficient time may be set aside for a conference. The protocol for this is first to communicate with the teacher, then Mrs. Puhl.

Parent Involvement

All parents of preschool children are encouraged to participate in the school Parent Association. The Parent Association works closely with the director, K-8 principal, and pastor. Monthly meetings provide an opportunity for parents to ask questions about school programs. Meeting days and times are published in the Weekly Schoolgram.

In accordance with state licensing rules, parents are allowed unlimited access to our preschool program. If you would like to volunteer in your child's classroom, please contact the teacher. As a community, we welcome parent involvement.

The Diocese of Toledo requires any parent/guardian/grandparent to complete a background check and VIRTUS Protecting Youth course before being allowed to volunteer in the classroom. If you are interested in being involved and volunteering, please make sure to complete these requirements as soon as possible. If you have any questions or cannot afford the \$25 fee for the background check, please contact Miss Julia Kulik.

Parent Responsibilities

Below is a list of the parent responsibilities of children attending our preschool:

- Parents must notify St. Aloysius in the event of a change in address, phone number, cell phone number, or work location. It is necessary that we have current information in the event of an emergency.
- Notes must be written to teachers identifying should there be any restrictions for a child due to illness, injury, allergies, etc...
- Parents must fill out an "allergy form" if a child has any allergies or health issues. (foods, seizures, etc.). This form will be kept with the Emergency Forms. Children with nut allergies must adhere to the Physician Plan contained in that policy
- Parents must notify the school when a child develops a contagious disease. We will notify other parents that their child may have been exposed, but not identify who it was that exposed the other children.
- We ask that parents not allow children to bring toys, candy, gum, or money to school unless specifically requested by teachers in a note sent home to parents. Teachers cannot be responsible for unrequested items.

Field Trips

Due to the preschool being located across the street from the main school, a general walking permission slip will be kept on file for all students in the preschool program. This permission form will allow preschool students to visit other locations of the St. Aloysius Catholic School and Church Campus.

Parents will be notified at least two weeks prior to field trips. A field trip form will be sent home as well as a description of the field trip and the educational purpose. Teachers may not transport any child/children on a field trip. Therefore:

- Parent volunteers provide transportation to and from field trips.
- Permission forms must be signed prior to children being included on field trips. Any child that does not have a signed permission form will stay at the school until the class returns from the trip.
- Only permission forms issued by the school will be accepted. Permission given by phone is not acceptable.
- A nominal fee may be charged to cover fees incurred by a field trip (admission).
- A parent driving on a field trip will need to show proof of insurance that can be photocopied and kept on file.
- Children will wear school shirts or name tags to identify them as part of our group.

Field Trips Continued

- An approved First Aid Kit and Emergency Medical Authorization Forms will be taken on all field trips. A copy for each child in a vehicle will be sent with the adult in charge of that group.
- Children need to be in approved safety seats if riding with another parent in the preschool program.

Classroom Parties, Birthdays and Parent Participation

Classroom parties are planned to celebrate special holidays. Parents are welcome, but please leave siblings at home or with a sitter. Parents may be asked to donate items or help out with the parties. Birthday celebrations are welcome in the classroom. A child's birthday is a special day for him/her. You are welcome to bring in a special treat to share for a snack or something each child can take home. Please send in your child's favorite book on their birthday to be read in class. Summer birthdays will be celebrated during the last week of school during our summer birthday party. We do not pass out any invitations to birthday parties at school, unless all students in the class are invited. *The greatest indicator of student success is parental involvement. We encourage families to participate in both the classroom and on field trips.*

Snacks

A "nut free" snack will be provided during each preschool session. Each family contributes to the snack fund by paying their tuition. Snack includes two foods from the basic food groups each day.

Peanut Restricted

St. Aloysius Catholic Preschool is a peanut restricted environment. Exceptions may be made (ie. almond milk served to a child with a dairy allergy) when there are no students with nut allergies enrolled in preschool.

Daily Dress

Proper dress is necessary in the preschool at all times. Please have your child:

- Bring two extra sets of clothes (in case of an accident or spill) in a gallon size ziplock bag with his/her name clearly labeled on the front.
- Wear comfortable play clothes that he/she will not have to worry about getting dirty.
- If your child wears a skirt or a dress they **MUST** wear shorts underneath.

Daily Dress Continued

- Wear rubber-soled shoes (tennis shoes preferably). Socks should be worn with shoes and any shoes worn must have a heel strap and be closed toed.
- Dressed appropriately, according to weather conditions for outdoor play. Please mark outer clothes, boots, mittens, scarves, etc. with your child's name.
- Thursday afternoon is the weekly school mass, if your child attends on Thursdays, if possible please dress them in appropriate church clothing (dress, khaki pants, sweater, polo, etc.).

Security

In order to provide maximum security for the children, the following guidelines have been established:

- Anyone entering the building must do so through the main entrance.
- The door will remain locked and parents should ring the doorbell/knock to drop off or pick up a child.
- No one is to prop doors open for any reason.
- No one is to knock on windows expecting students or teachers to open the door.

This is the only way we can provide security for our students. We have a Ring Doorbell to help add safety and security to the preschool.

Safety

We have established the following policies and procedures to ensure the safety of your child:

- All teaching staff shall have required Diocesan Virtus certification and criminal background checks prior to being with the children.
- No child will be left alone or unsupervised.
- Children will be instructed on the proper use of equipment and materials.
- Staff members have immediate access to a telephone in case of emergency.
- Fire, emergency, and weather evacuation plans are posted in each classroom.
- No child will be permitted to cause bodily harm to other children.
- Emergency Medical Authorizations will be on file for all children.
- When an accident occurs which necessitates attention, staff will complete an incident report form. The original of the form will be given to the parent and a copy placed in the child's file at school.
- All adults working with the children will comply with the Senate Bill 38.

Safety Continued

Safety Drills

Safety drills (fire, tornado, and lockdown) are conducted regularly during the school year. They are executed promptly, quietly, and in an orderly manner. Each class follows a procedure for exiting the building or taking shelter in an interior secure location depending on the type of safety drill being conducted. A record of drills is hung up in the preschool.

Injuries

In case of injury to a child, the Academy will follow the procedures outlined by parents on their child's Medical Authorization Form.

Crisis and Site Emergency Plan

Because the potential for school violence is greater now than any other time in history, the following procedures will be in force:

- Our school buildings are locked during the school day and visitors must be checked in.
- A building floor plan has been given to the local police and fire department.
- In the event that it is necessary for the students to evacuate the building, they would be relocated to St. Thomas More Parish or an alternate location designated by emergency personnel.
- We will utilize our instant alert system to communicate with families in case of an emergency.

Emergency Training

All Preschool teachers are trained in first aid, C.P.R., common childhood illnesses, and child abuse. In the event that the Preschool Director is absent, our principal Mrs. Puhl is in charge of the preschool area.

Emergencies

If a child is injured, the preschool staff will assess the severity of the injury and determine if the injury can be treated at the school or if it is necessary to contact the life squad.

Potentially Dangerous Items

All chemicals and potentially dangerous materials are kept out of the reach of children.

Emergency Closings and Delays

If Bowling Green City Schools are closed or delayed, then St. Aloysius Catholic School is closed or delayed. In the event that school is delayed two hours due to inclement weather, or for any other emergency, the St. Aloysius Preschool A.M. classes will be canceled .

Emergency Closings and Delays Continued

If there is a two hour delay, we will open at **11:00am** for all **full day students**. There will be **no extended care** on delay days. It is encouraged that all families have a plan in place if there is a delay or cancellation.

Notice of delays or closure information will be sent to you through our Parent Alert school messaging system. You can choose to receive a phone call or text message when a closure or delay occurs. This will ensure you receive the most accurate and up to date information.

Behavior Management/Discipline

Young children need guidance in learning to show respect for others and for themselves. Sensible consistent rules and limits need to be set in any group to help a child feel comfortable, safe, and secure. Constructive, developmentally appropriate child guidance and management techniques are used at all times, and shall include such measures as redirection, separation from problem situations, talking with the child about the situation, and praise for appropriate behavior. In accordance with these beliefs and The Ohio Department of Education Licensing Rules, section 3301-37-10:

“The center’s methods of discipline shall apply to all persons on the premises and shall be restricted as follows:

- There shall be no cruel, harsh, unusual punishments or corporal punishments.
- No discipline of a child shall be delegated to another child.
- No physical restraints shall be used to confine a child by any means other than holding a child in a protective hug for a short period of time, so that the child may regain control.
- No child shall be placed in a locked room or contained in an enclosed area such as a closet, a box, or a similar cubicle.
- No child shall be subjected to profane language, threats, derogatory remarks about himself or his family, or verbal abuse.
- Discipline shall not be imposed on a child for failure to eat, failure to sleep, or for toileting accidents.
- Techniques of discipline shall not humiliate, shame, or intend to frighten a child.
- Discipline shall not include withholding food, rest, or toilet use.
- Separation, when used as a discipline shall be brief in duration and appropriate to the child’s age and developmental ability, and the child shall be within sight and hearing of a preschool staff member in a safe, lighted, and well-ventilated space.
- The center shall not abuse or neglect children and shall protect children from abuse and neglect while in attendance in the preschool program.”

Discipline Methods

Our preschool director, teacher, and teacher assistants will establish an environment that avoids problems:

- Teachers will keep in mind each child's individual strengths and weaknesses.
- Teachers will provide affectionate care, reasonable classroom order, security, and an interesting day.
- Teachers will plan a daily program which is suitable for the ages and needs.
- The teachers will provide sufficient materials for class activities.

Natural consequences for inappropriate conduct will be used when possible. Children will be asked to discontinue play with a certain work, in a play area, or with certain children if appropriate behavior is not occurring. They will be expected to help repair any damage done to physical structures children have built. They will be encouraged to comfort their classmates when psychological or physical harm is done.

Teachers will always attempt to redirect children to more appropriate activities. Time-out will be used as a last resort to help calm a child who is out of control. The child will sit until he/she is calm enough to talk. The teacher will talk with the child and together will mutually agree on a more appropriate behavior. Then the teacher will help the child re-enter play.

Staff/Child Ratios

The Ohio Department of Education suggests the following staff/child ratio:

3 year olds	1:12
4 & 5 year olds	1:14

Directory/Class Roster

The Ohio Department of Education requires that a parent directory be on file for each classroom and that it be available to parents upon request. Parents may deny permission for their names, address, and telephone number to be included in this directory. A preschool directory will be sent home with all families early in the school year.

A class list of children's names will also be provided upon a parent's request. It will only have the child's first name on the list.

Grievances

Open communication is essential to the success of our school community. All school groups, students, parents, and staff members are encouraged to make known any difficulties or disagreements concerning policies or decisions to the preschool director first. Should there be no resolution to the problem at this level, the Principal will be asked to encourage an amicable solution to the difficulty.

School Counselor

In the event that families desire psychological services for their child, they may contact the preschool teacher, director, or school principal regarding information on referrals.

Intervention

Should an intervention need to be pursued the following will occur:

- All preschool personnel will be trained in assessing the development of children in our program and using a behavior checklist to document observed behaviors of concern.
- If we have any concerns with your child's development or behavior, we will contact you to set up a conference.
- We will meet to discuss the implications of data provided by behavior checklists and discuss a course of action.
- Parent/guardian and student are expected to follow through on the agreements reached at this meeting.
- The school reserves the right to require compliance as a condition of continued participation in the St. Aloysius community.

Child Abuse Policy

The Principal, the Preschool Director, and the teachers are trained to recognize signs of abuse. Ohio law requires that the Children's Protective Service Agency be notified immediately when child abuse or neglect is suspected.

Non-Discrimination Policy

In accordance with Christian principles, St. Aloysius Catholic Preschool and School recruits and admits students of any race, color, or ethnic origin to all rights, privileges, programs, and activities. In addition, the school will not discriminate on the basis of race, color, or ethnic origin in administration of its educational policies, tuition assistance, athletics, fee waivers, and extracurricular activities. In addition, St. Aloysius Catholic School is not intended to be an alternative to court administrative order, or public school district initiated discipline.

Inspection Reports

Any parent wanting to obtain information regarding the inspection reports for St. Aloysius Catholic Preschool may do so by asking the Preschool Director. All reports are kept in the Preschool office.

St. Aloysius Preschool Non-Compliance Procedure

St. Aloysius Preschool is licensed by the Ohio Department of Education and follows the Ohio Department of Education rules for Preschool Programs. To report a suspected violation or problem that needs further attention, contact one of the following:

St. Aloysius Catholic School Office- Mrs. Puhl	419-352-8614
Preschool Director & Teacher- Mrs. Julia Kulik	419-352-6888
Catholic Education Department, Diocese of Toledo	419-244-6711
Ohio Department of Education/Ombudsman	614-466-0224

This Policy Manual will be revised annually. Suggestions are welcomed.



Revised 8/2024

Please sign and return by September 9, 2024

*****The handbook can also be found on the school website under the preschool tab.*****

Our family agrees to follow the policies in the
Preschool Parent/Student Handbook.

**Please note that if you have a child in K-8 you are required to turn in this page as well as the K-8 signature page.*

Student's Name: _____

Student's Name: _____

Parent Signature

Date