

ENROLLMENT IS
NOW OPEN!

Scan below to
begin:



Director

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Fundraising and Donations

As a small non-profit preschool your support is greatly appreciated. We plan to have several fundraisers throughout the year. One of our biggest fundraisers is our annual Breakfast with Santa each December. We also participate in programs such as Shop 'N Save Perks to Pray and Play. More information will be provided about fundraising events and donations that can be made. On occasion we will also ask for volunteers.

At the beginning of each year we ask each student to bring in tissues, wipes and a few art/classroom supplies.

We thank each and every one of you for
supporting our preschool family.

We look forward to a wonderful school year.

Inclement Weather

In general, St. Joseph Preschool follows the decisions made by the Fox Chapel Area School District to determine if there is to be a 2-hour delay or school cancellation. We will alert you via email and our Facebook page. You will not be able to see it on the local news.

If the preschool has a two-hour-delay, class times will be as follows:

Little Dippers 11:00AM-12:30 PM

Big Dippers: 11:15 AM- 1:00 PM

Shooting Stars: 11:00 AM- 1:30 PM

*If there is a delay on an Enrichment Day pick up time will stay at 1:30.

Two extra days are built into our preschool year. If more than two days are missed due to weather or other emergency, additional days will be addressed on a case-by-case basis but cannot be guaranteed due to activities and events being planned months in advance.

Emergency Situations

Fire and Severe Weather Drills are conducted according to the state and county regulations. If it becomes necessary to close the school due to an emergency, parents will be notified to make arrangements for early pick up. In the event of an outside threat, the school will go into full lockdown and parents will be notified as soon as possible after determining that our students and staff are all safe.

Programs Offered

Little Dippers (Must be 2 years old by Sept. 1, 2025)

Days Offered: Monday & Wednesday

Class Time- 9:00AM-11:00AM

Cost: \$220/Month

No Enrichment Day Option

Big Dippers (Must be 3 years old by Sept. 1, 2025)

Days Offered: Tuesday, Wednesday, Thursday

Class Time- 9:15AM-12:15PM

Cost: \$270/Month

Enrichment Days Offered Tuesday, Wednesday and Thursday

Shooting Stars (Must be 4 years old by Sept. 1, 2025)

Days Offered: Monday- Thursday

Class Time- 9:00AM-1:30PM

Cost: \$350/Month

Classes run September - May. Tuition is due before the start of each month. It can be paid online via our website: christthekingpgh.org/preschool or by check made payable to Christ the King Parish with a memo for "Preschool Tuition". A late fee of \$10 will be charged if tuition is not paid by the 5th of each month.

Enrichment Day

Our Enrichment Day option is available for the Big Dippers on Tuesday, Wednesday and Thursday from 12:15PM-1:30 PM at a cost of \$350/day per semester. Enrichment days will consist of monthly activities that enhance learning, these subjects will include math, science, yoga, etc. Students will eat lunch at school and must pack a nut-free lunch. We will be asking for semester commitments. Payment must be made before each semester begins and is non-refundable. Depending on enrollment size we may offer a day-to-day option as well.

Program Philosophy

Our Goal is to provide a safe environment that fosters healthy growth and helps children develop into confident, happy and eager learners. Our program strives to provide creative and positive learning experiences for our students. We provide:

- A safe and secure learning environment
- Hands-on academics
- Positive social interactions
- Development of social and emotional skills
- Activities to enhance fine and gross motor skills
- Individualized Instruction
- Open communication with parents/guardians and encourage family involvement
- Opportunities for our children to relate to our community and the world around them.

We utilize a positive discipline policy which focuses on prevention, redirection, love, and consistency. A well-structured daily routine minimizes unwanted behavior. We will implement natural consequences when suitable (For example; they spill something; they help clean it up). If a child is engaged in behaviors not conducive to a safe and happy learning environment, we will redirect towards something more appropriate. If a problem continues, we will meet with the child's parents to find an acceptable solution. The safety of our students and staff is of utmost importance.

Release Policy

At St. Joseph Preschool, we strive to foster the social, emotional, behavioral, and academic growth of all children. We want all our students to thrive and feel safe. If, after a reasonable amount of time and intervention, a child is still exhibiting unwanted behaviors' that are unsafe, abusive physically or verbally, and/or interfere with our ability to meet the needs of other children, we reserve the right to ask parents to make alternative arrangements.

Important Dates

September 2- Teacher Meet and Greet 6-7 PM (Parents and Children)

Wednesday, Sept. 3- First Day of School for all classes

Oct. 2 - No School

Nov. 3 & 4 - No School

Nov. 26 – 27 - No School (Thanksgiving Break)

Dec. 22 - Jan. 1- No School (Christmas Break/New Years)

Jan. 19 - No School (M.L.K. Jr.- Birthday)

Feb. 16 - No School

Mar. 30 - April 6 - No School (Spring Break)

May 20- Last Class Day

May 21- School Wide Picnic

Holidays & Celebrations

	Little Dippers	Big Dippers	Shooting Stars
Halloween	Oct. 29	Oct. 29	Oct. 29
Christmas	Dec. 17	Dec. 18	Dec. 18
Valentine's	Feb. 11	Feb. 12	Feb. 12
Easter	March 25	March 26	March 26
Picnic	May 21 11-1	May 21 11-1	May 21 11-1
Graduation			May 20 6:30 PM

*all dates subject to change

Policies and Procedures

Field Trips & Class Visitors

Some of our classes will attend field trips throughout the school year. Per Diocesan regulations, we are not permitted to transport children. Parents/guardians must attend the field trip if you wish for your child to participate. We will all meet at our destination.

Permission forms along with information sheets will be sent home prior to each trip.

There are several guest speakers and other visitors that we have come throughout the school year. These may include but are not limited to; School Picture Day, Fire Safety Day, Hearing Screenings, Vision Screenings, Dental Health Check-ups, Charlie CheckFirst and Billy the Bike.

Birthday's

We love to celebrate your child's special day here at school. Please be advised that all birthday treats must be either non-edible or nut-free. If you choose to bring in food items they must be individually packaged.

Arrival and Dismissal Procedures

We utilize a drive-up, drop-off system. When you bring your child to school please go to the preschool entrance located to the left of the upper loop. Only **three** cars may unload at a time. Please pull up, assist your child out of their seat, get their belongings, and walk them to the sidewalk. A staff member will be at the door to greet you each and every morning. Please demonstrate patience and allow the cars in front of you to unload. Do **not** pass a vehicle. If you need more time for some reason, please park in a spot and walk your child up to the entrance. At dismissal we will follow similar procedures and escort your child to you. For safety reasons you must secure your child into their car seat.

Please call our office if you will be late to pick up your child. If there are more than two occasions per month of a late pick up (late being defined as 10 mins or more after class) an additional fee will be charged.

Please let us know if someone other than your usual pick-up person will be there to get your child. If there is anyone with whom you do not want your child to go with due to custody arrangements, etc. please let us know and provide any legal documents, photos, etc. that we may need. All personal information is kept strictly confidential.

On rare occasions, we may ask that you pick up at the side door due to a funeral procession. You will get an email to notify you about this change with more detailed instructions.

Safety Protocols and Visitors

All exterior doors from the preschool are double doors which remain locked at all times. A member of the staff will be there to greet you during arrival and dismissal. If you are late, need to drop something off, or are picking up early, please ring the doorbell to gain entry. If for some reason the staff cannot come to the door, please check in with the parish office and they can assist you.

Parent Communication

Parents will receive communication through various sources. Weekly e-mail updates are sent to all classes at the end of each week to prepare for next week. All classes will receive a calendar at the beginning of each month which will show you important dates as well as themes etc.

We also use a private group on Facebook. Information, updates, and photos (if you signed the agreement) will be posted on our private Facebook group ONLY. You will be able to find more general information and events open to the public on our other page.

As always, please feel free to call or email us with any concerns. We are happy to meet with you to discuss your child.

What to bring?

Clothing

Your child should wear comfortable play clothes and shoes for school. As the weather changes, please be sure your child has proper clothing for outdoor play. Please provide us with a change of clothes to keep at preschool in the event of a spill, accident, etc.

Backpacks & Water Bottle

All children should have a backpack that can fit full sized folders or papers so that they can bring home necessary information as well as worksheets and projects that they complete in class. Please also send your child in with a water bottle each day. Clearly label all items with your child's name.

Items from Home

Please discourage your child from bringing toys or other items from home. It is difficult to keep track of and can become a distraction and cause disagreements. We are not responsible for any lost or broken personal items. Food is not permitted except for Extended Day Lunch.

Health & Wellness

Health

Parents/guardians need to inform staff if their child has any allergies or other medical concerns.

Please keep your child at home if they are not feeling well or are showing any signs of illness. A sick child cannot participate fully, and we do not want to expose their classmates. If your child has any of the following symptoms, you must keep the child home (this is required by PA Law). Your child may return to school if they have been symptom free for 24 hours. In addition, if your child develops any symptoms while in school, you will be contacted to pick up your child. Symptoms include but are not limited to:

- Fever of 100.4 or higher
- Sore throat, rash, vomiting, diarrhea, coughing, runny nose, lice or breathing issues.

Please call or email us to let us know if your child will be absent.

Medications

If your child requires medications during the time they are at school, it must be in the original container labeled with the child's name, dosage instructions, current date, name of medication and schedule. Your written permission will be required, and you are responsible for updating us about any changes.

Masks

We no longer require masks at the preschool, but they are optional if you still choose to have your child wear one. We will follow CDC guidelines for COVID related illnesses and monitor the situation if things should change.