

School Day

Monday-Thursday

AM hours: 8:30 to 11:45 PM hours: 12:20 to 3:35

Fridays are reserved for evaluations, conferences, staff training, and itinerant services.

Absence

Regular attendance is important for your child to fully experience preschool. If for some reason, your child will be absent, please call the preschool office (740-928- 1915) and leave a message for your child's teacher before or within 30 minutes of the beginning of your child's session. Six consecutive unexcused absences or sporadic attendance will result in a referral to the Director for possible dismissal from the program.

Dropping Off

Please park your car and walk your child up to the preschool door. Please wait with your child until preschool staff open preschool doors. If you arrive after the preschool session has begun and the preschool door is closed, you will need to enter Jackson Intermediate B by the main office door. Please understand that we are required to maintain student to staff ratios at all times and cannot permit a staff member to leave the room after a session begins. You may have to wait a bit in the main office lobby with your child until we can assign staff coverage to receive your child.

Picking Up

Please park your car in the main parking lot and walk your child up to the preschool door. In the beginning, until we recognize parents/guardians, we will ask for a photo ID before releasing a child to an individual. The individual picking up and signing out the child may be asked for a valid photo ID. If an individual not listed on the form, comes to pick up your child, we will not release your child until we can verify permission and identity by contacting you. These procedures are for the safety of your child

Visiting and Volunteering

All parents and/or guardians are encouraged to visit, volunteer and become involved in the preschool. Our volunteers are important and special. Volunteers are welcome in the classroom and at the Lakewood Local Preschool main office. Opportunities for volunteering include assisting on field trips, preparing items for the classroom, making phone calls to other parents and attending PTO Meetings. However, we ask that you pre-arrange a time with your child's teacher to volunteer to maximize your volunteering time

Preschool Transportation

School bussing is provided for children with an IEP, and may be provided for children without an IEP enrolled in Lakewood Local School District's preschool. Preschool session is determined by bussing routes and transportation guidelines.

For full details on our policies and procedures, review the Lakewood Preschool [Handbook](#).