

Grove Park Preschool



Where your child's learning begins!



VISION

To set the standard for excellence in early childhood education for all students.

MISSION

It is our mission at Grove Park Preschool to provide a high-quality, developmental and inclusive preschool program for all children that provides key experiences for each child's development. We want all students to develop to the maximum of their potential to ensure that each student, upon leaving our preschool, will have mastered all essential readiness skills to be successful in kindergarten and beyond.

**1070 South Main Street
Danville, Virginia 24541
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Fax Number (434) 797-8921
gpkcommunication@mail.dps.k12.va.us**

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School Cafeteria
(434) 799-6439

**If you have any questions, please feel free to give us a call.
Your children are our priority!**



OBJECTIVES

The faculty and staff will work for the fulfillment of the philosophy by working toward the implementation of the following objectives:

- provide a specialized inclusion instruction using Virginia's Early Learning and Development Standards Birth-Five that will give each child the opportunity to learn and develop in the areas of literacy, science, mathematics, history, arts, music, health and physical development, personal and social skills on developmental continuum;
- develop inclusive programming to meet the needs of all children;
- maintain an atmosphere that is conducive to learning;
- use a wide variety of teaching techniques and educational materials to enhance the instructional program and provide educational experiences that are based on each child's abilities and fundamental learning needs.
- stimulate creativity and provide opportunities for its expressions;
- encourage the development of acceptable social attitudes and foster appreciative attitudes toward all ethnic and cultural backgrounds;
- give students strategies for self-regulation to build independent learners;
- nurture the development of a positive self-image;
- teach physical fitness to develop good health habits; and
- involve the home and the community in the educational program.

BELIEFS

Based on Grove Park Preschool's philosophy and objectives, the school has selected the following major educational beliefs:

- We believe all Grove Park Preschool students should have equitable access to learning.
- We believe that play is a child's work and learning occurs during developmentally- appropriate child-centered activities.
- We believe that children learn concepts best when they are meaningful and relevant to them.
- We believe that there is a great benefit to providing an inclusive preschool environment for all children. We provide specialized inclusion settings.
- We believe that we will foster intellectual development by providing the students with an atmosphere which emphasizes high expectations and performance in all developmental areas.
- We believe that we will provide personal development by having the faculty and staff serve as positive role models and by building self-esteem in the students.
- We believe that we encourage social development by giving students opportunities to interact with each other in an environment that promotes good citizenship.
- We believe in using data to make decisions for continuous improvement involving all stakeholders.
- We believe that all staff and students should promote positive and engaging learning environments.
- We believe in collaborating and communicating with the community to create learning opportunities that are an extension of the classroom experience.
- We believe in celebrating success and preparing our students for kindergarten and beyond.
- [District Strategic Plan](#)

Parents and Guardians,

As the proud principal of Grove Park Preschool I would like to take this opportunity to welcome you to your child's preschool year. With this being many of your children's first year in school, I want you to know that we in preschool feel that this year will be so important to your child's beginning. I trust that you will soon find our faculty to be helpful, kind and welcoming.

When your child's day begins at school as does the learning. We immediately teach the children to unpack their bookbags, take them to their cubbies and get settled into their day. It is crucial that all of the children are at school every day and on-time. Precious instruction is missed when your child is late.

Grove Park Preschool students get the wonderful opportunity to participate in Library, Guidance, Physical Education, Music, and Art each week. We want to help foster all areas of your child's development.

Parents and guardians, we recognize that YOU are your child's first and best teacher. You know your child better than anyone else. We hope to learn about your child soon enough, but we need your help. A strong connection between home and school does nothing but help the children. We want your input into our programming and we need your help to support your children.

The first week of school parents will be permitted to walk their child to their classrooms in the morning. Starting the second week of school, parents will need to kiss their child good-bye in the front lobby and allow the child to walk to their classrooms independently. There will be staff on hand to assist and to supervise in the hallways to make sure children get to the classrooms safely.

Thank you for trusting Grove Park Preschool to be the first experience in structured learning for your child. If you have any questions, always feel free to reach out to us.

Thank you! Principal Wright-Simmers

Grove Park Preschool		2025-2026
Principal		Rhonda Wright-Simmers
Dean of Students		Jamesha Crews
Guidance Counselor		Thomas Vipperman
Instructional Coach		Ginger Spicer
Administrative Support Specialist		Karen Pritchett
School Nurse		Lisa Fowlkes
Classroom Teachers		
Room Number	Teacher	Instructional Paraprofessional
Room 1 VPI-4	Jennifer Underwood	Robin Jones
Room 2 VPI-4	Kristle Jackson	Rebecca Shadrick
Room 3 VPI-4	Lindsay Allen	Kay Williams
Room 4 VPI-4	Barbara Smith	Michelle Bethel
Room 5 VPI-3	Amada Reeves	Jill Hill
Room 8 VPI-4	Dana Smith	Kailey Crumpton
Room 10 ECSE	Shana Brandon	Eileen Irvin, Donna Antignani
Room 11 ECSE	Amber Jones	Andra McCullough
ECSE Inclusion-4's	Jennifer Shadrick	Carlisha Jordan
ECSE Inclusion-3's	Bri'Ann Stroud	Carlisha Jordan
Room 16 ECSE	Lisa Charmello	Latissha Keene, Ra'Nyah Carter-Adams (PCA)
Room 17 ECSE	Tiffany Younger	Sally Reed, Vlcky Saunders
Specialty Area Teachers		
IP: Library	Doris Burton	
Music	Grant Poole	
PE	Crystal Boyd	
Art	Kaye Bagby	
Speech Therapist	Shearin Light	
Special Education VI Teacher	Julienne Parker	

Support Staff	
Safety & Security	Iceau Davis
Head Custodian	Jackie Edwards
Custodian	Michael Watlington
Custodian	Jamal Fitzgerald
Cafeteria Manager	Chimere Prunty
Cafeteria	Patricia Waller

The school doors open at 8:15 a.m. and we begin dismissal at 3:30 p.m. School is held Monday-Friday and attendance is taken each day.

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ACCEPTABLE USER AGREEMENT

At preschool, the majority of our learning is experiential and hands-on because we know that this is what is best for young children. However, we do have Ipads available for learning and games. These will be used sparingly as we lean more towards a hands on-approach. The DPS policy 3135.00 states "Acceptable use is defined as appropriate use that is consistent with the mission of Danville Public Schools, to include instruction, research for educational purposes and to conduct the business of the school division. Students and staff are prohibited from using the Division's computer equipment and electronic resources for sending, viewing, or downloading illegal or inappropriate written, photographic, or video material from the Internet or individual sources. Doing so is a violation of the DPS Acceptable Use Policy and may result in a loss of privilege. Please refer to the full policy for additional details.

APPOINTMENTS

If your child needs to be checked out of school or is returning from an appointment, it will be necessary for your child to be checked in/out in the front office. Please try to schedule most medical/dental appointments after school or toward the end of the school day. Mornings are prime "learning" time for young children.

ARRIVAL AND DISMISSAL



MORNING

Students should not arrive prior to **8:15 a.m**. We do not have staff in place to supervise children before that time. The preschool provides morning supervision and assistance in the lower parking lot from 8:15 a.m.- 8:35 a.m. After that time, you must bring your child to the front office. The tardy bell rings at 8:35 a.m. When students arrive after 8:35 a.m., parents must park and enter the building. Once in the office, parents must check the student in using the computerized system located in the front office. Using the computerized system, parents will click on "tardy," type in their child's name, and click on a reason for being late. The computer will print a tardy slip for the child to present to the teacher upon entering the classroom. Late arrivals are discouraged due to the scheduling of primary academic activities in the morning.

AFTERNOON

Dismissal of car riders and daycare van transportation takes place **in the lower parking lot** beginning at 3:00 p.m. Dismissal takes a lot of time in the beginning as we learn the children's names and learn to recognize the cars and people designated to pick up your children. Also, note that staff will take extra time to assure the physical distancing of the children. **Please be patient.** This process will go faster as time goes by. The health and safety of your children is our primary concern. The procedure for picking up children is explained in detail under the Vehicular Traffic Plan in the handbook. **We are providing four (4) nameplates as a safety feature for your child. Anyone picking up your child should have one of these nameplates on the dashboard visible through the windshield of the car.**



Buses in the Upper Parking Lot

No car pick-ups and drop-offs or parent parking is allowed in this parking lot during certain times. These times are when the buses are scheduled to be in the lot. We ask that you avoid these times to ensure that the buses stay on time. The times include between 8:15am-8:35 a.m. and between 3:10p.m.-3:45 p.m. p.m. Bus loading begins at 3:30 p.m. in the upper parking loop.

ATTENDANCE POLICIES AND PROCEDURES

Grove Park Preschool is not a childcare center. We provide your child with a quality educational program. It is important that your child be at school everyday.

Parents of students who are absent must inform the school of the reason for the absence no later than upon the student's return to school. Absences are excused for the following reasons:

1. Illness (if over two days, may require a note from a doctor)
2. Required court appearance
3. Death in the family
4. Religious holiday
5. Civic Event (1 academic day per year)
6. Pow Wow Federally-recognized tribal nation headquartered in Virginia (1 academic day per year)
7. Field trips and school authorized activities; and
8. Extenuating circumstances which are determined by the school administration.

We will have more information to share with you about Preschool Attendance.



ATTENDANCE – ABSENCES

We are required to call the homes of students who are absent each day through a personal and an automated call. Parents should assist us in this effort by calling the school to inform us of a child's absence. This regulation is to help us know that your child is safe, either at home or at school. *On the day the student returns to school after an absence, he/she should send an email with the security password, giving cause and date of absence to gpkcommunication@mail.dps.k12.va.us and to the teacher's email address.* If your child has missed riding the bus for three consecutive days, it is **your** responsibility to call transportation (799-6451) to reactivate bus pick up and drop off.

Any child that is absent for 15 consecutive days without communication from the parent during that time will be dropped from enrollment in accordance with school policy in Virginia. This child can be placed on the waiting list to re-enter at a later date if openings occur.

ATTENDANCE – TARDIES/LATE ARRIVAL

Children are late if not present in classrooms when the tardy bell rings. The tardy bell rings at 8:35 a.m. This rule will be waived in the event a bus is late, extreme weather conditions exist, or other emergencies. Tardiness to class disrupts the entire class. **Students who arrive late must have parents check them in through the office before going to class using the computerized system.** There is a "Second Chance" Bus that will come back around to pick your child up if they miss the bus. Call Grove Park Preschool (434-799-6437) to request the "Second Chance" bus.

BEHAVIOR MANAGEMENT

Parents and preschool personnel need to work together to teach the young children self regulation and social skills. Punishing a child for misbehaving is not as effective as

teaching a child proper behavior. It is essential that home and school cooperate in promoting good citizenship.

Grove Park Preschool Rules:

1. We listen to our teachers.
2. We are nice to others.
3. We keep our classroom neat and clean.
4. We play safely.

BIRTHDAYS/PARTIES

We understand that for preschoolers birthdays are special and we want to celebrate your children. Birthday parties will be limited to one a month. We ask that you be mindful of children with food allergies, so we ask that any food sent for the party be store bought with a visible ingredient list.

The preschool classes will have other types of parties throughout the school year. Each class is limited to three parties. Teachers will work with parents to provide refreshments associated with events or holidays. Please let your child's teacher know if you are interested in helping out with parties.



BUSES

Bus Transportation is offered to all of our students in order to get them safely to school. Our students will receive instruction on how to ride safely on the school bus. If our preschoolers are not safe on the bus, it could endanger everyone who is riding. Riding the bus is not a right, but a privilege. The school system is not obligated to provide transportation for students. This privilege can be revoked for children who, after several behavior referrals, continue to refuse to follow rules of safety.

At preschool we will teach proper bus behavior to all preschool students because we recognize that the children have possibly never ridden a bus

Safety rules include:

- **Stay in your seat and face forward**
- **Keep your hands and feet to yourself**
- **Talk quietly**

If the principal receives a bus referral the principal will talk with the child and alert the parent. The principal can suspend students whose behavior creates a safety hazard from riding the bus and could ultimately lose bus privilege completely. **For the safety of the children, parents are not allowed to board buses for any reason and can be charged with trespassing. Signage indicates this on each bus.**

In the afternoons, please plan to be at the bus stop ten minutes before the bus is expected to arrive. Travel time can vary due to traffic, weather, road conditions, substitute drivers, and if fewer students are riding that day. If no one is **visible/physically present outside** at the designated stop that the bus driver recognizes, the bus driver will bring the student back to school, and the school will contact the parent to pick the student up. We want to always keep your 2, 3 and 4 year olds safe, so we ask that a caring adult to get the preschoolers off the bus. If the parent or parent approved adult has not come to pick up their child before 5:30 p.m. the school will need to contact social services. If this becomes a regular occurrence, the school may ask the parent to provide transportation to and from school for their child. Your child's safety is our priority.

CALENDAR



Academic Calendar 2025-26

July 2025							August 2025							September 2025							October 2025						
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa
		1	2	3	4	5					1	2		1	2	3	4	5	6				1	2	3	4	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	

November 2025							December 2025							January 2026							February 2026						
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa
						1		1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31							
30																											

March 2026							April 2026							May 2026							June 2026						
Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa	Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7				1	2	3	4						1	2		1	2	3	4	5	6
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
														31	High Schools will run an early release schedule on exam days (May 18-22).												

KEY

- Holidays (No School)
- Teacher Professional Day*
- District Level Professional Learning*
- First Day for Students
- Last Day for Students
- Graduation (Teacher Professional Day)

*No school for students.

OPEN HOUSE

August 04, 2025, from 12:00 - 6:30 PM;
Staff will work from 11:00 AM - 7:00 PM

FAMILY CONFERENCE DAYS

September 17, 2025
February 16, 2025

SCHOOL HOLIDAYS

Labor Day | Sept. 01, 2025
Veteran's Day | Nov. 11, 2025
Thanksgiving Holiday | Nov. 26-28, 2025
Winter Break | Dec. 22 - Jan. 02, 2026
MLK Jr. Day | Jan. 19, 2026
Spring Break | April 03-10, 2026
Memorial Day | May 25, 2026
Juneteenth | June 19, 2026

MAKE-UP DAYS

September 17, 2025
October 13, 2025
January 05, 2026
January 06, 2026
February 16, 2026
May 26, 2026

NINE-WEEK GRADING CYCLES

Quarter 1: Aug. 06 - Oct. 09 | 45 Days
Quarter 2: Oct. 10 - Dec. 19 | 45 Days
Quarter 3: Jan. 07 - March 12 | 45 Days
Quarter 4: March 13 - May 26 | 45 Days

SOL TESTING | SPRING

ADMINISTRATION WINDOW

Week 1 | April 27 - May 01, 2026
Week 2 | May 04 - 08, 2026 | Make-ups
Weeks 3-4 | May 11 - 22 | Retakes
Subject to change.

SUMMER LEARNING

May 28 - 29, 2026 | Summer School PL
June 01 - 02, 2026 | Summer Leadership
June 03, 2026 | AP Academy
June 04 - July 09, 2026 | K-12 Summer School



CAFETERIA

Grove Park Cafeteria: 799-6439

All students are provided a free breakfast and lunch each school day. They may bring a bag lunch. The cost of adult breakfast and lunch will be a la carte pricing.

The cafeteria is a lunch room and also a place where good human relations can be developed. Each student is expected to practice rules of good manners. Some simple rules of courteous behavior which should help make the cafeteria pleasant include:

- Food should not be exchanged between students.
- Good dining room manners should be observed at the tables.
- The table and surrounding area should be left as clean and orderly as possible.
- All paper and milk cartons should be put in the proper containers.
- Students should not solicit food from other students.
- **Outside branded food is not allowed in the cafeteria.**
- **Please do not send food that needs to be heated.**

Parents are invited to eat lunch with their children any time in the cafeteria starting October 20th. This gives the children time to adjust to the school setting and avoid tears and upsets when parents leave after lunch. We ask that parents limit their lunch visits to once a month. Advance notice of one day is needed to let the cafeteria manager know that extra food needs to be prepared. The school has designated a parent & child table located in a quiet conversation area. **Call the cafeteria at 799-6439 to make your reservation.**

CHANGE OF STUDENT PERSONAL INFORMATION

Please notify the office of any changes to parent/legal guardian and emergency contact(s) telephone numbers. It is essential that we have accurate, up-to-date information so we can reach you in the event of an emergency.

We must know where you live at all times. If you move at any time during the school year, Danville Public Schools requires the parent to provide a current proof of address verification in person to the office to request a change in the student's permanent address and possible permanent transportation change.

CHANGE OF DISMISSAL PLAN

If the need arises to request a bus change not due to a student permanent address change the Transportation Department will need to approve all change requests.

- *Emergency:*

Sometimes, personal or family emergencies will arise, which will affect your child's regular dismissal routine. Please notify the school office using the security password in an email to gpkcommunication@mail.dps.k12.va.us or telephone call for dismissal change for a day or a limited time. If the custodial parent(s)/legal guardian(s) is not the adult that will be checking the student out of school, then the request must include the name of that adult.

- *Permanent Transportation Stop Change:*

The process to request this type of transportation change must be an email to the school at gpkcommunication@mail.dps.k12.va.us. This email must include the student's first and last name, parent's name requesting the change and their security password, current transportation address with bus number, and different address with adult's name and phone number. **The Transportation Department requires three school days to activate the request. A phone call is not sufficient.** No change can be made in the location of bus stops or bus routing without the approval of the Office of Transportation Services 799-6451.

- *Mode of Transportation Change:*

A request for a permanent dismissal change, not due to parent change of address, must be an email to the school at gpkcommunication@dps.k12.va.us, which includes your security

password. Remember that bus changes **require three school days to activate the request. A phone call is not sufficient.**

Because preschool-age children often get confused about changes, we will always have your child follow his/her regular dismissal procedure *unless* you have sent an email to the school. A follow-up call to make sure the office received the note is a good idea.

CHILD FIND

During the 2025-2026 school year, the Danville Public Schools will provide for a free and appropriate public education for all children with disabilities in a variety of specially designed programs. Special Education and related services are available for persons, ages 2-21 inclusive, who have disabilities in the following areas: Autism, Deaf-Blindness, Deafness, Developmental Delay, Emotional Disability, Hearing Impairment, Intellectual Disability, Multiple Disabilities, Orthopedic Impairment, Other Health Impairment, Specific Learning Disability, Speech or Language Impairment, Traumatic Brain Injury, and Visual Impairment.

If you are aware of a child who may be eligible for services and is not receiving them, contact the principal or the Office of Exceptional Children, P.O. Box 9600, Danville, VA 24543. Phone: 434.799.6400.

COMMUNICATION

Home and school communication are vital in meeting the needs of your child. We provide varied opportunities for sharing information and discussing ways in which the home and school can best work together.

Talking Points

- Teachers will give information to access the app at Open House.
- Talking Points is a way for parents and teachers to communicate.
- Teachers can share fun activities that kids are doing while they are happening.
- Parents can ask questions to teachers when they think of them.

The Grove Park Preschool website

- Go to the DPS website <https://www.grovepark.danvillepublicschools.org>

Let's Talk

- Go to the Grove Park Preschool website <https://grovepark.danvillepublicschools.org/>
- Find the Let's Talk Contact us yellow tab at the bottom right of the page.
- Click to send a comment, question, or a kind word.
- Expect a response from the principal within 24 hours.

Facebook

- [**https://www.facebook.com/groveparkpreschool**](https://www.facebook.com/groveparkpreschool)

Blackboard Messenger

The Danville Public Schools utilizes a mass notification system, which will allow us to send a telephone message to you providing important information about school events or emergencies. Caller ID will display the school's main number (799-6400) when a general announcement is delivered. The successful delivery of information is dependent upon accurate contact information for each student, **so please make sure that we have your most current phone numbers.** Otherwise, you will not receive the messages. The contact information will be taken from the School Health/Emergency Information form that parents complete at the beginning of school. If this information changes during the year, please let us know **immediately.**

Monthly school newsletter- This includes upcoming events, monthly menus, "Teachers Corner" with activities provided to help your child with reading and math readiness skills. It also contains positive parenting tips. The newsletter will be sent home in the bookbag and posted on the school's website.

Parent-Teacher Conferences-Parents, teachers, or the principal may request a conference. The school requires teachers to set up a minimum of three conferences with each parent throughout the school year to discuss the progress of the children. Teachers will use an online format called Google Meet to conduct all parent conferences.

Report Cards are issued at the end of each nine weeks. Any skill not marked means that either your child has not started to demonstrate the skill in class or the skill has not been assessed by the teacher as yet. Report Cards are to be reviewed, signed and returned to school each nine weeks.

COMPUTERIZED CHECK-OUT

Parents picking up children for early dismissal will enter the building and check them out using the computer system in the office. You will need to scan your picture I.D. **each time** you pick your child up. Each time you check your child out, the system will take your picture and match it to the one stored in the system. The adult checking out a student must present a picture I.D., **NO EXCEPTIONS**. The school will not release children to any adult without a picture I.D. The custodial parent(s)/legal guardian(s) must notify the school office using the security password on every email or telephone call for check-out purposes. If the custodial parent(s)/legal guardian(s) is not the adult that will be checking the student out of school, the parent must provide the name of the adult checking-out or picking up the student. Our computerized check-out system provides a link to the National Child Predator DataBase and can be programmed so that an alarm will sound if an unauthorized person attempts to check out a student. Please supply the office with this information.

CONTACT FOR CONCERNS

From time to time, there may be parental concerns that arise. If this does occur, please start the conversation with the teacher. We strive to have a close line of communication with parents. If it cannot be resolved, then please feel free to contact the Dean of Students and then the principal. If it cannot be resolved at the school level, then the concerns can go to the District Office and should be directed to Mrs. Jo Ellen Hylton by calling 434-799-6400 ext. 242.

CUSTODIAL RIGHTS

The school must have a copy of a court order if the non-custodial parent is NOT allowed to see his/her child. Otherwise, state law allows natural parents access to school records, contact with the school, and the child unless legal documentation is on file at the school stating otherwise.

DELAYED SCHOOL OPENINGS AND EMERGENCY CLOSINGS

How will parents know about delayed openings or early closings due to weather conditions?

- **Listen to the radio or television**
- **Check the webpage** (<http://www.danvillepublicschools.org>)
- **Danville Public Schools will send out an automated phone message.**
(Make sure the school has your working phone number.)

What time will the bus come if schools are opening on a delayed schedule?

If schools are opening two hours late, the bus should arrive approximately two hours later than the usual time. Example: If the bus comes at 7:05 a. m. then two hours later would be 9:05 a.m.

Will my child get breakfast if school opens late?

If school opens on a delay, then preschoolers will have a small breakfast offering since lunch will be served within an hour.

How will I know what dismissal time will be if school has to close early due to weather conditions?

- **Listen to the radio or television**
- **Check the webpage** (<http://www.danvillepublicschools.org>)
- **Danville Public Schools will send out an automated phone message.**
(Make sure the school has your working phone number.)

Since you will not know until the announced time of dismissal, you need to have a plan in mind.

- Who can pick up your child if you are not able to?
- Have you emailed or called the school to advise as to the name of the person that will have permission to check out your child? Make sure that person knows to have picture identification, the dismissal time, and location of pick-up (bus or car rider) when they go to pick up your child.
- Who will be there when the bus arrives with your child? Talk with your child about what they are supposed to do if the school gets out early.

DISCLAIMER

The Student Handbook is a general reference guide only and is designed to be in harmony with board policy and the Student Code of Conduct.

Please be aware that it is not a complete statement of all policies, procedures, or rules that may be applicable in a given circumstance. In case of conflict between board policy (including the Student Code of Conduct) and any provisions of Student Handbooks, the provisions of board policy and the Student Code of Conduct are to be followed.

Also, please be aware that the handbook is updated yearly, while policy adoption and revision may occur throughout the year. Changes in policy or other rules that affect Student Handbook provisions will be made available to students and parents through newsletters or other communications.

DPS CURRICULUM

At Northside Preschool we have standards that are appropriate for our young learners. Our instruction is based on *Virginia's Early Learning and Development Standards, Birth to Five*. We utilize the *STREAMin3* curriculum to reach those standards. We will share more with parents about the curriculum.

DRESS CODE

The school asks parents to see that their children are dressed appropriately for play, exploration, and fun. Comfortable clothes help children move, dance, and sit crisscross applesauce. We are teaching the children to become independent, so make sure that the children can pull shorts, pants, and skirts up and down on their own. Clogs, flip-flops, and thong sandals are inappropriate for school and unsafe for physical education activities and outside play. The preschool emphasizes personal cleanliness and neatness. During cold weather, students should wear long sleeve tops or sweaters. Coats should not be worn in the classroom but used to protect children from the cold when he/she goes outside. It is beneficial to have names in coats, jackets, and other removable apparel. We do keep a lost and found box in the office. Wearing jewelry is fun for little ones. We want to protect the preschoolers' precious treasures. We ask that the children not wear jewelry to school. It could also pose a safety problem.

EARLY PICK-UP

If you must pick your child up early, please, pick them up no later than 2:30 p.m. so you can get out before the buses arrive. After that, you run the risk of being blocked by buses, which you **cannot pass, loading buses or buses with children on them in a school zone**. After 2:30 p.m., children **must** be picked up in the lower parking lot following regular dismissal procedures. Do not come to the front office to check a child out. The only option is to get in the car rider line.

EMERGENCY DRILLS

The DPS policy EBCE outlines required school safety drills. Grove Park Preschool will conduct Fire, Lockdown, Tornado and Emergency Bus Drills each year. In addition to drills, training is provided to each student and employee at least once each school year on safety procedures in the event of an emergency situation on school property.

FERPA

The school division annually notifies parents and eligible students of their rights under the Family Educational Rights and Privacy Act. Details are included in the DPS policy

FIELD TRIPS

Children must have signed permission slips to leave the school campus to go on a field trip. Parents are invited to help chaperone classes on some field trips. Due to insurance regulations, parents or other non-school personnel are not allowed to ride the bus but may meet the classes at the destination. If there is a charge for attendance, the teachers will let you know and you will need to pay it when you arrive at the destination. Teachers cannot collect money for parents' participation. These are school trips, not family trips, so younger or older children cannot be included. If you choose to be a chaperone, we need all your attention on the students in the class.

GRADING POLICY

In preschool developmental and foundational skills are at our core. As we instruct the children using the Virginia Early Learning & Development Standards, we consistently monitor progress. More formal assessments include the Virginia Kindergarten Readiness Program (VKRP) that assesses Math, Self-Regulation and Social Skills in the Fall and the Spring and the Virginia Literacy and Language Screener (VALLSS) which assesses literacy skill development in the Fall, mid-year and Spring. Throughout the year parents will receive a progress report each nine weeks noting literacy, math, and social emotional progress. Formal grading of progress begins in elementary school.

HOMEWORK

Homework provides an essential communication link between the school and the home. One measure of a program or course is the quality of the work done at home by the student. A strong home-school partnership, with many lasting benefits for the individual student and the student's family, can be greatly enhanced by a sound program of homework. In addition, homework should be an important tool in developing independent thought, self-direction, and self-discipline. It assists the student in developing good work habits and in the wise use of time.

ILLNESS

Please follow these guidelines for the health of all of our children and the faculty and staff. We want to work with you as the adult and the parent to make the health decisions each day. We know that even when kids feel sick that they want to come to school. We love that they love school, it is your duty to keep sick kids home so as not to spread illness, and we must send them home for the same reason.

Check these symptoms:

Fever: A child must remain at home until they are **without fever for 24 hours and without taking medication.**

Intestinal Virus: A child must have **24 hours of no vomiting and no diarrhea** before attending school.

Strep Throat: A child needs to be on their antibiotic for **48 hours before they return to school.**

Bronchitis: A child should be on antibiotics for **48 hours prior to returning to school.**

Chickenpox: A child must remain at home until all the lesions are scabbed over, at least seven days.

Earache- A child needs to be on their antibiotic for **48 hours before returning to school.**

Asthma-A child who is wheezing should not attend school.

Impetigo- A child who has a sore that does not heal, needs to be on antibiotics for **48 hours before returning to school.**

Pink Eye- The child must be on antibiotic drops **48 hours before returning to school.**

Head Lice- If you discover that your child has an active case of head lice, you must treat the child immediately and ensure that there are no nits (lice eggs) in the hair before the child returns to school. When the child has been treated, the parent must bring in the box or container of treatment for the nurse. The nurse must verify that your child's head is free of nits. If called by the school, you must make arrangements to pick up your child immediately.

LIBRARY

At Grove Park Preschool we want to instill the love of reading with our children. Our school has a wonderful library and the children will have scheduled library time each week. The children will be allowed to check out books weekly beginning in spring. The children will be taught proper care of their library books, and we expect that they will be responsible for the care of books that are checked out. All library books will be checked to ensure careful handling. Lost or damaged books must be paid for by the parents.

MEDICATION

Medications Prescribed for Individual Students

- Employees of School Board of the City of Danville may give medication prescribed for individual students only pursuant to the written order of a physician, physician assistant, or nurse practitioner and with written permission from the student's parent or guardian. Such medicine must be in the original container and delivered to the principal, school nurse, or school division designee by the parent or guardian of the student.

Nonprescription Medications

- Employees of the School Board of the City of Danville may give nonprescription medication to students only with the written permission of the parent or guardian. Such permission shall include the name of the medication, the required dosage of the medication, and the time the medicine is to be given. Such medicine must be in the original container and delivered to the principal, school nurse, or school division designee by the parent or guardian of the student.

NON-DISCRIMINATION STATEMENT

The School District does not discriminate on the basis of race, color, national origin age, sex or disability, in admission or access to, or treatment or employment in its programs and activities. Any person having inquiries concerning the School's compliance with the regulations implementing Title VI of the Civil Rights Act of 1964 (Title VI), Section 504 of the Rehabilitation Act of 1973 (Section 504), or Title II of the Americans with Disabilities Act of 1990 (ADA), may contact the Assistant Superintendent or Human Resources.

PARENT TEACHER CONFERENCES

It is so important to have a good parent and school relationship to benefit your child. Parents, teachers or the principal may request a conference. Parents can contact the teacher by sending a message on Talking Points, sending a note, calling the office or checking the space on the student progress report. A minimum of **three** conferences per year is needed.

PHOTOGRAPHY/MEDIA COVERAGE

Throughout the school year, the media will highlight school events (newspaper, television, or Danville Public Schools publications). Frequently student activities and pictures are included in such coverage. If you DO NOT want your child photographed for such events or publications, a form is available in the school office so that your child's picture will not be published.

SMOKING ON SCHOOL GROUNDS

All schools and school grounds are mandated to be smoke-free environments. There is to be no smoking or use of electronic cigarettes in the building or on the grounds by school employees, parents, or visitors.

STUDENT RECORDS

The administrator of Grove Park Preschool is responsible for maintaining and ensuring the security of records located within the preschool in accordance with the policies of the school division. For each student enrolled at school, their cumulative record contains information required by the State Board of Education and is on file in the school. Parents

may, upon request, inspect and review all official records of their child. The request may be in writing or by telephone to the office of the administrator.

TOYS, JEWELRY, GAMES, ETC.

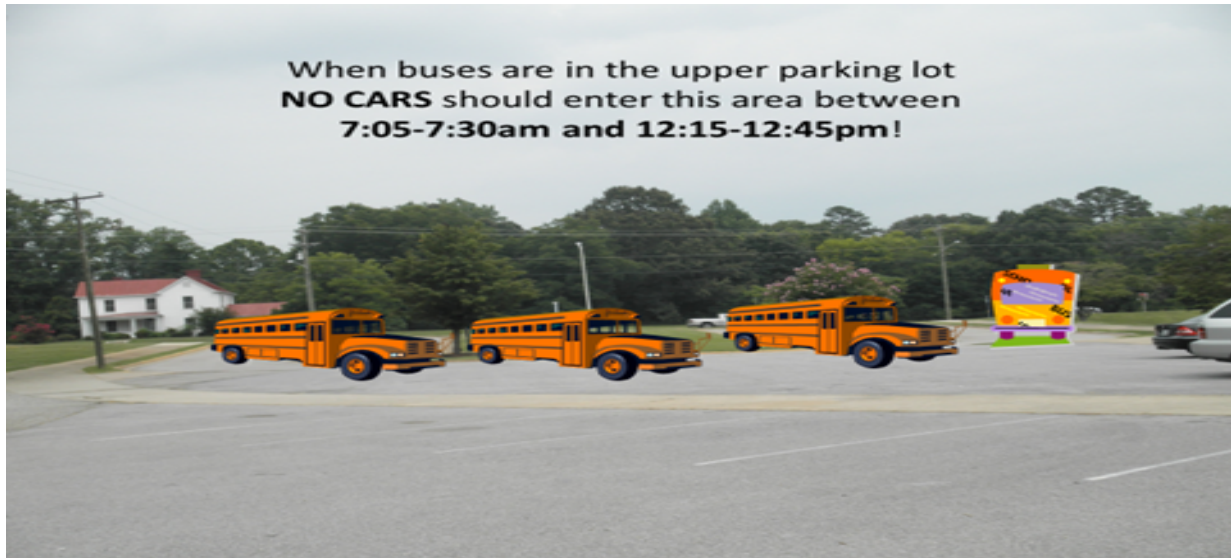
We are very busy each day at preschool. The teachers have lots of activities for the children to experience each day. We would advise parents not to allow children to wear expensive jewelry or bring highly valued toys, games, etc. to school. We would never want any precious item to get lost or broken. Large or long necklaces or earrings are not appropriate in the preschool environment. We will remove them if they pose a safety threat in the classroom or on the playground.

TRAFFIC PLAN

We, at Grove Park Preschool, have the safety of all individuals entering and exiting our school as a primary concern. Traffic patterns are important to ensure your child's safety in the morning and afternoon. Adult supervision is the key to the safety of the arrival and dismissal. Please be extra careful in our parking lots and never call a child to come to you in a parking lot. The preschool staff will be protecting all of the children until we can safely get them to the parents in the car or the school bus.

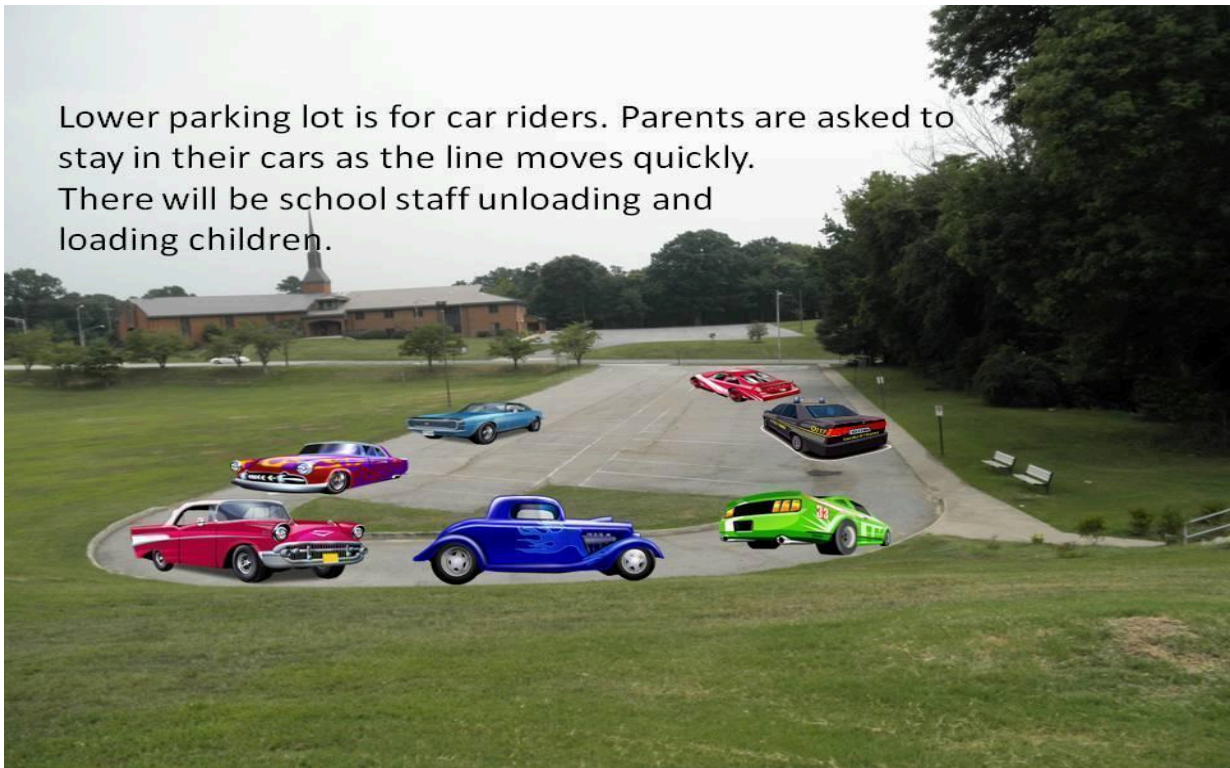
Upper Traffic Loop- BUSES ONLY

8:15a.m.-8:35 a.m. 3:10 p.m.-3:45 p.m.



The upper traffic loop is reserved for buses between the hours listed above. **Do not enter the upper parking lot between 8:15 a.m-8:35 a.m. or 3:10 p.m-3:45 p.m.** Cars and other vehicles are not allowed to pass buses that are loading and unloading children. Please do not exit the loop through the entrance. Traffic is one-way through the traffic loop. If you do park in these areas, you will have to wait for all buses to depart before you can leave. The buses have priority. We have a traffic guard on South Main Street to direct traffic and get our buses in and out safely. In the upper lot, the staff will start at 7:05 a.m. to provide a safe loading and unloading zone for special needs children with limited mobility or in wheelchairs. The teachers and instructional paraprofessionals load and unload buses in the morning and afternoons.

- **Lower Lot—Car Riders and Day Care Vehicles**



The lower parking lot is reserved for parents dropping off and picking up their children. If parents need to enter the building, they must pull into a designated parking space in the center of the lot so as not to impede the traffic flow. Otherwise, **stay in your vehicle** and pull up to the drop off/loading area. School staff members are there to do a temperature check of the child and supervise them as they enter or leave the building. Do not drop off your child before 8:15 a.m. or after 8:35 a.m. There will be no supervision during those times. **If you need to pick your child up early from school, please do so prior to 2:30 p.m. After that time, you will need to follow the regular dismissal schedule and park in the lower parking lot. After 3:30 p.m., do not park in the upper lot, or you will be blocked in by the buses (unable to leave until all buses are loaded).**

In the afternoon, the school staff will call your child on a walkie-talkie, and your child will be escorted to the area that is safe for loading and placed in your car. Please do not park on the sidewalks or call out or motion to your child. This action could cause them to run out in front of moving vehicles. When it is your turn to pull up to the loading area, your

child will be there waiting safely for you. Place the nameplate on the dashboard visible through the windshield of the car to assist in calling your child promptly. These procedures are designed with your child's safety in mind. The safety of all individuals can be enhanced with the cooperation and understanding of each person.

TRANSFERS/STUDENT WITHDRAWAL

If you move to another location, please notify the office or teacher several days in advance so the necessary paperwork may be completed. Danville Public Schools requires that parents sign a **release of information authorization form** before any information or records can be sent to another school division. You will need to do this before you move.

VISITORS

Parents and other citizens must call to make an appointment to talk to school faculty members. Schools are equipped with surveillance cameras and buzzers at the main entrance. After the tardy bell, all visitors must press the buzzer located to the right of the entrance and state their business before the lock is released.

Parents,

Please sign and date that you have received and read the contents of the Grove Park Preschool student handbook. Please keep the handbook in a handy place for your reference.

Parent Signature

Date

Child's Name

Classroom Teacher