



# New Hartford's Preschool Program

New Hartford Elementary School  
40 Wickett Street  
New Hartford, CT 06057

[Preschool Program / New Hartford Preschool](#)

**Director of Student Services**  
Michael Lynch  
860-379-1653  
[lynchm@newhtfd.org](mailto:lynchm@newhtfd.org)

**Administrative Assistant to the  
Director of Student Services**  
Kellyann Linn-Snowdon  
860-379-1653  
[linn-snowdonk@newhtfd.org](mailto:linn-snowdonk@newhtfd.org)

**Principal of New Hartford  
Elementary School**  
Amy Kennedy  
860-379-0713  
[kennedy@newhtfd.org](mailto:kennedy@newhtfd.org)

## **Vision**

New Hartford Public Schools' Preschool Program is a reverse mainstream program serving children ages 3-5. Three-year-olds attend five half days per week and four-year-olds attend five full days. The program successfully integrates special education children with their typically developing peers and is modeled on a play-based curriculum. Language games, motor activities, pretend play, and stories are incorporated into each day.

## **Mission**

The major goal of the program is to foster children's natural curiosity for learning, and to promote self-esteem, self-help, cooperation, and empathy for others.

Through consultation with the kindergarten teachers, literacy activities help the children prepare for kindergarten. The curriculum is also focused on acquisition of early math skills along with science activities.

## **Non-Discrimination and Confidentiality Statements**

The New Hartford Board of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. All information about a student is considered confidential and is to be released only to authorized personnel.

## **Staffing**

In addition to full-time certified preschool teachers, there is a full-time paraeducator assigned to each classroom. Additionally, the speech and language pathologist, school psychologist, occupational and physical therapists support students in the classroom.

## **Program Hours and Age Requirements**

The 3-year-old program runs from 8:35 am - 11:00 am, Monday - Friday. The 4-year-old program runs from 8:35 am – 2:50 pm, Monday – Friday.

A child must be 3 years of age by September 1st to enroll in the half-day program. A child must be 4 by September 1st to enroll in the full-day program.

## **Itinerant Services**

Children ages 3-5 who are not enrolled in the preschool program, but require speech and language, occupational or physical therapy services may receive itinerant services through the student services department.

## **Lunch**

Children who attend a full-day pre-kindergarten program eat lunch in the cafeteria. They have the opportunity to either purchase food from the cafeteria, or bring lunch from home. Lunch from home should include a freezer pack to prevent spoiling. We do not have the capacity to heat up lunches from home. Applications for free or reduced-price lunch meals are available any time during the school year. Free and reduced lunch benefits can only take effect once families submit the paperwork to the building secretary.

## **Snack**

Half-day students should bring in a healthy snack and water bottle. Milk can be purchased for 50 cents (white or chocolate).

Full-day students should bring two snacks and a lunch. Lunch can be purchased at school or brought from home.

## **Clothing**

Please send in an extra set of clothes to leave at school, inclusive of underwear and socks.

## **Nap**

Children who attend a full-day program have a rest period in the afternoon. Quiet activities are available for students who do not rest.

## **Toilet Training**

Children registered for school are strongly encouraged to become toilet trained before entering the program in September. For children who have not completed their training, a planned approach will be developed for both school and home, collaboratively implemented by the child's family and the teacher to ensure a consistent plan. If toileting becomes a significant concern without improvement, we will review the child's placement in our Preschool.

## **Tuition**

### **Initial Deposit Amount (Tuition Students Only)**

The deposit is \$230.00 for the PK-3 program and \$620.00 for the PK-4 program. To hold your child's spot, payment must be received no later than April 2026. This payment will serve as tuition for September 2026. Please note, the deposit secures your child's spot in the Preschool Program; however, checks will be deposited in the new fiscal year, beginning July 1, 2026. All deposits must be paid by check payable to New Hartford Board of Education.

For those students and families that pay: tuition is due on the first day of every month from 10/1/2026 to 5/1/27.

PK 3 (half-day 8:30 - 11:00) tuition rate is \$230.00 per month/\$2,070.00 per year

PK 4 (full-day 8:30 - 2:50) tuition rate is \$620.00 per month/\$5,580.00 year

*Monthly tuition due dates:*

10/1/26	2/1/27
11/2/26	3/1/27
12/1/26	4/1/27
1/4/27	5/3/27

### **Late Payments**

If payment is not received by the 1st of the month (or the next school day) your child's seat will be forfeited and we will fill the seat with a student on our waiting list.

### **Financial Hardship**

The district understands that there are times when the unexpected happens. If you are having difficulty making payments please contact the Director of Student Services, Michael Lynch, to see if you could qualify for tuition assistance.

## **Payment Methods**

Mail to or drop off payment at the Board of Education in the Town Hall, P.O. Box 315, 530 Main Street, New Hartford, CT 06057. You can also drop off payment to Marissa Waseleski at New Hartford Elementary School. Electronic payment options are available.

## **Inclement Weather Policy**

A two-hour delay or early dismissal could result in a half-day (PK-3) preschool session being canceled. These half-day (PK-3) sessions will not be refunded or made up.

## **Medical**

All children must have a current physical examination before starting school. The State of Connecticut requires that we have an updated medical form on file at all times. All medical forms expire one year from the date of the last physical exam. If the medical form is not up to date, a child will not be able to attend school. All medical files are securely locked with the full time nurse on staff.

Flu shots are required for all preschool aged students prior to **January 1** each year. Up-to-date immunizations are required by the State Department of Education and the State Department of Health. Students who have not received required immunizations will be excluded from attending school until they have been vaccinated. Immunization exemption forms for medical reasons can be requested from the school nurse. Children with immunization exemptions shall be permitted to attend school except in the case of a vaccine-preventable disease outbreak in the school.

## **Forms**

Yearly registration packets will be available to families to complete before the start of each school year via the link sent with your initial acceptance email.

### **This packet includes:**

District Registration Form **PRESCHOOL ONLY**

Early Childhood Screening Form

Developmental History Form (if not completed during the Play Group Day)

CT Early Childhood Health Assessment Record (completed by physician & parent/ deliver completed form to school via fax, mail, or bring to school)