



sonshine
preschool

**PARENT HANDBOOK
2024 / 2025**

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SONSHINE PRESCHOOL STATEMENT OF POLICIES

MISSION STATEMENT

Sonshine Preschool is a parallel ministry of Eastside Covenant Church. The purpose of our program is to provide an enriching experience for young children in a Christian environment. The program has been planned with the purpose of encouraging the true and unique person found within each child and developing constructive attitudes for happy and responsible relationships with peers, parents, teachers, and God.

STATEMENT OF PHILOSOPHY

Our private preschool program offers high quality early childhood education in a Christian environment. Our philosophy is to nurture and assist each child in their physical, intellectual, social, emotional, and spiritual development according to their age and ability.

Our curriculum includes developmentally appropriate activities that are aligned with The Arizona Infant/Toddler Guidelines and the Arizona Early Learning Standards. Sonshine's play based approach to learning uses thematic units to stimulate curiosity and exploration inside and outside the classroom. Creative art and imaginative play activities provide opportunities for children to develop to their potential.

CURRICULUM

Educational Development

Cognitive, Social/Emotional, Physical and Language development will be explored through an integrated curriculum which is created by teachers and aligns with the AZ Infant/Toddler Guidelines and the AZ Early Learning Standards. Areas in the classroom will encourage children to think, reason, question, and experiment. Curriculum will provide for respect of cultural diversity through books, material, experiences, music, art, and foods. Each child's home culture and language will be brought into our school. Children will feel accepted and a part of our "school community". We will encourage and demonstrate sound health, safety, and nutritional practices. All children will be provided with active and quiet play time. Large group time, small group time and individual playtime will be provided each day. The areas of language and literacy, writing, math, science, social studies, art, music, and drama will all be explored. Parent/ Teacher Conferences are twice a year (October and April), and as requested by parents. Lesson Plans and a Class Schedule are posted in each classroom and highlighted each month in the school newsletter.

Spiritual Development

Children will learn that they are created in the image of God and precious in his sight. We will talk about the story of Jesus who died to forgive sin and bring us into the family of God. We will trust the presence of God daily and encourage spiritual growth in your child. We believe this happens through teaching the Word of God, the Bible and creating a loving, grace filled environment. We have weekly chapel times involving Bible stories, songs, and prayer. Children will be taught how to give, how to pray, how to share, how to lead and how to be a peacemaker.

ENROLLMENT POLICIES

Sonshine Preschool is open to children who are **twelve months old by August 31** through five years old. All families and children are welcome regardless of race, ethnic background, religious affiliation, or sexual orientation.

All children registered at Sonshine Preschool must have a completed enrollment form, a signed AZ emergency information card with a current copy of their immunization record, and the Sonshine permission forms completed and signed **prior to attendance**. Completed Enrollment packets are turned into the office where they will be checked for completion. * A non-refundable registration fee is paid for each child to be enrolled and accepted into the program.

Busy Bees: Children who are 12 months of age by August 31 and walking steadily on their own.

Fireflies: Children 24 months by August 31 and who are in the process of potty training.

Ladybugs: Children entering the 3-Year-Old Class need to be 3 on or before August 31 of the current school year. *Children must be fully potty trained, able to wipe themselves and manage their clothing without adult assistance before the first day of school.

Butterflies: Children who are 4 years old on or before August 31 may enroll for this Pre-K class. *Children must be fully potty trained, able to wipe themselves and manage their clothing without adult assistance before the first day of school. *Per AZ state licensing, our preschool areas (Ladybugs and Butterflies) are not licensed for diapering. This includes pull-ups.

SERVICES OFFERED/HOURS OF OPERATION

Sonshine Preschool offers 5-day (Monday- Friday), 3 Day (Monday- Wednesday) and 2-day (Thursday and Friday) classes for the Busy Bees Fireflies, and Ladybugs. Sonshine offers Butterflies 5-day (Monday – Friday) and 4-day (Monday- Thursday) classes.

The available time choices are either: **Preschool Hours** (8:45 a.m.-12:00 p.m.), **Preschool Extended Day** (8:00 a.m.-2:45 p.m.) and **Full-day** (7:30 a.m. to 5:30 p.m.)

*** Please be advised that summer schedule varies from the school year. Summer Camp is a 6 Week Program beginning the first full week in June going through the second full week in July; Sonshine Preschool closes at 4:30 during Summer Camp.**

Our Preschool Day begins promptly at 8:45 AM daily. **We ask that all children be dropped off in time to start their day at 8:45.** (Children attending Preschool Hours may be dropped off as early as 8:30 AM without an additional charge.)

We do understand that children may have doctor appointments, or you may have a family emergency that delays your child's arrival, please inform your child's teacher through the REMIND app.

***Children picked up after Preschool Hours, for any reason, may not be returned to school later during the same day.**

Sonshine Preschool follows Tucson Unified School District's School Calendar schedule regarding seasonal school breaks and federal holidays. Any other days that Sonshine Preschool is closed will be posted well in advance.

PARENT TEACHER IN-TAKE CONFERENCES

All enrolled families are strongly encouraged to participate in our In-Take Conferences with their child prior to the first day of school. Notice of the dates and times will be sent to each family by email well in advance. You will be able to schedule a time through a Sign-Up Genius link.

TRANSITION INTO PROGRAM

Children may enter our program on an ongoing basis throughout the year, subject to availability and at the discretion of the director.

TRANSITIONING TO A NEW CLASSROOM

Our desire is to limit the number of transitions your child makes between classrooms. Typically, your child will change to a new classroom at the beginning of a new school year or at the beginning of the Summer Camp program. In preparation for a classroom change during the school year, and in collaboration with families, 1-2 weeks prior we will have your child visit the classroom they will be transitioning to, often in a small group with peers who are also transitioning.

TRANSITION OUT OF PROGRAM

Most transitions out of our program are children going on to kindergarten. Parents and children are encouraged to attend Kindergarten Round Up at their school of choice. All our assessments address any areas of concern with parents. A Promotion Ceremony is conducted on the last week of school in May, acknowledging children who will attend kindergarten in the fall.

Sometimes families must withdraw their child due to circumstances beyond their control, and with no notice. If your child will be leaving our program, if possible, please be sure to let the teacher know your timeframe so that they can help your child with the transition as well.

TUITION AND PAYMENT SCHEDULE FOR SCHOOL YEAR

A non-refundable **Registration Fee** of \$95.00 per child, \$130.00 per family is due at the time of registration.

Tuition is paid monthly, and the monthly tuition costs are based on your child's enrollment.

Tuition payments are due on the **FIRST DAY** of the MONTH. Tuition payment is delinquent if not paid by the 5th of the month and a **\$25 Late Fee** will be assessed. **There is a \$25.00 fee for declined auto-pay payments.**

Auto-pay payments are processed on the first Friday of the month.

Tuition amounts are based on annual AMOUNT that has been divided into 10 EQUAL MONTHLY PAYMENTS (August

through May) and is determined by the Sonshine Preschool Administration and ECC Sonshine Site Council. Tuition payments DO NOT change due to school holidays. No adjustments will be made to tuition for illness, vacation, or if withdrawing mid-month.

Late pick up fee applies beginning at 5:31pm. \$10.00 minimum charge begins at 5:31pm then \$5.00 in 5-minute increments beginning at 5:35pm. Late pick up fee above applies beginning at 4:31pm during Summer Session.

A **\$50.00 discount per month** is applied to the lowest tuition rate when 2 or more children from the same family are enrolled. We are proud to offer **A 10% discount for active-duty Military families.**

Full day is when your child is registered 7:30 a.m. to 5:30 p.m. This means you may drop off as early as 7:30 a.m. and pick up as late as 5:30 p.m. (4:30 in the summer)

Preschool Extended Day is when children are registered 8:00 a.m. - 2:45 p.m. This means you may drop off as early as 8:00 a.m. and pick up as late as 2:45 p.m. (Please note children who nap will be napping between 12:30 p.m. and 2:30 p.m.)

Preschool hours are 8:45 a.m.-12:00 p.m.

Hourly Rate is charged at the rate of \$10.00 per hour for additional care provided before or after Preschool hours, or Preschool Extended Day. **For current rates, see Registration Packet.**

Extra Days are subject to availability at the discretion of the Director and are priced based on the child's number of regular enrollment days. Please check with the office for pricing.

**All rates are subject to change. Prior notification will be provided.

ADMISSION AND RELEASE OF ALL CHILDREN

All children MUST be signed in and out by a staff member or the person dropping them off and picking them up on the clipboard provided at the drop off/pick up point. The state Department of Health Services requires that the **SIGNATURE MUST INCLUDE FIRST INITIAL AND LAST NAME.** Children will be released to the parents or persons listed on the emergency card only. **Picture identification must be provided by each individual picking up your child. If you need to have someone other than those listed on your blue emergency card pick up your child, you will need to call us to let us know. We cannot release your child to anyone without your prior permission.**

CHILD ASSESSMENTS & PARENT/TEACHER CONFERENCES

Parent/Teacher Conferences will be held formally twice a year, and as requested. An "IN-TAKE" conference, with you and your child will take place prior to the first day of school in August.

- Parent/Teacher Conferences, reviewing your child's progress through assessment, will take place in October and April. A written report, providing parents with a summary of their child's development and progress, will be provided at each Parent/Teacher conference.
- All data from curriculum and assessments which is presented to parents during conferences, and for portfolio use, is kept private.
- Staff will assess the needs of your child through their observations of your child interacting with the children and staff in our classroom setting in 4 areas of child development. The 4 areas of child development being assessed are Cognitive, Physical, Language, and Social Emotional.
- When appropriate, parents will be encouraged to have their children evaluated by AZ Early Intervention Program or will be referred to Child Find for Developmental Screenings. We also recommend the Birth to Five Helpline through Southwest Human Development (877)705- 5437 as a resource for parents.
- Should there continue to be a concern, staff will consult with the Director, determinations will be made regarding meeting the needs of your child in our program. Referrals are often made as soon as possible in order for your child to attain early intervention if needed. If we feel Sonshine Preschool is not meeting the needs of your child, we will discuss with you an action plan. Sonshine Preschool is proactive in helping all families meet the needs of their children as soon as possible.

SCREENING AND REFERRAL

Teachers will assist and encourage Parents to have children evaluated in an effort to best serve the needs of their child, when concern arises regarding development. A child's first Preschool experience is often when any possible developmental issues are detected. Early intervention is a key factor in providing your child with the best possible

solutions to meeting all their needs.

- If your child is 3 or soon to be 3, we may suggest that you contact Child Find (TUSD) or your local School District for a screening to help better meet the needs of your child.
- If your child is 12 months through two years old, we may suggest that you contact the Arizona Early Intervention Program for screening and services.
- Birth to Five Helpline 877-705-5437 is another excellent resource for parents seeking guidance for their children.

TRANSPORTATION

Sonshine Preschool does not provide transportation for children. It is the parent's responsibility to provide transportation for their individual child/children or to make arrangements for carpooling with other parents. Parents need to make the teacher aware of carpool arrangements. Ensuring that your child will be properly seated in a car seat is the parent's responsibility. ***Sonshine Preschool does not assume any responsibility for parents who choose to transport children other than their own.**

PRESCHOOL PARKING LOT

The speed limit in our parking lot is **10 MPH**. Please **DO NOT** drive faster than 10 mph. This is for the safety of everyone on the property.

Morning Drop Off and 12:00pm Pick Up

It is very important that when you are ready to pull away after dropping off or picking up your child that you **DO NOT** pull around the vehicle in front of you. You will need to wait for the vehicle in front of you to pull forward when exiting our parking lot. We also ask that when pulling up to our parking lot please do not pull in front of other vehicles just because there appear to be spots in front of them. They may be getting their child in or out of the vehicle and it is unsafe to have vehicles going around others while children are being dropped off and picked up. We try to keep the flow moving as quickly as possible to get everyone out quickly and safely. We appreciate you patiently waiting to pull forward. This is for the safety of all the children being dropped off and picked up and for our staff. Please inform any family members who may be dropping off or picking up your child that this is our parking lot policy. It is important that they are aware of this as well.

When pulling up to the drop-off line, put your vehicle in park, assist your child in getting out of the vehicle, and be sure that they do not run around the vehicle after exiting. Please walk with your child to the drop off gate where a staff member will be waiting to greet them.

If you would prefer to walk your child to their classroom in the morning, you may park your vehicle in a parking spot and then walk your child to class. Please **DO NOT** park in the drop-off line to walk your child in. This holds up all the other parents behind you waiting to drop off their children.

PARENT INVOLVEMENT

Each classroom Teacher will ask for a volunteer Room Parent to help during special classroom events and to contact other parents to assist at school wide events.

Sonshine Preschool has an open-door policy. Parents are welcome to visit individual classrooms at any time after the first month of school. Parents are encouraged to volunteer in the classroom during the school year. A parent must accompany a visiting child. You must sign in at the office before entering the classroom.

Sonshine does not sponsor field trips away from the school campus. Staff are encouraged to plan on-campus field trips by asking parents and friends to come and share their profession or hobbies with the children.

Teachers will occasionally ask for donations of classroom supplies through the REMIND app.

CLOTHING

Please send your child in simple clothing that will not curtail his/her participation in any indoor or outdoor activities and self-help in using the rest room. Each child should have an extra change of clothes at school (shirt, pants or extra shorts, underwear and socks). Be sure to mark water bottles, lunch boxes, extra clothing, sweaters, and jackets with your child's first and last name.

PERSONAL ITEMS

Busy Bees and Fireflies

Children enrolled in our toddler classrooms will need to have a change of clothing, a snack representing 2 food groups (a.m. and p.m. if necessary), and a water bottle or sippy cup labeled with first and last name, and lunch daily. **Pacifiers and bottles are not permitted.** Parents provide diapers/pullups and wipes for their children. Each diaper/pullup needs

to be labeled with a minimum of your child's initials.

All Busy Bee and Firefly children who stay for the extended day will need to bring the following items for napping.

Busy Bees sleep on cots with sheets that Sonshine provides. Children in the Bees will only need a snuggle blanket or stuffed toy if they wish. Fireflies sleep on mats that Sonshine provides but they will need to bring a crib sheet as well as a blanket and snuggle item. **Bedding items should come to school in a backpack or tote** and are stored separately from your child's lunch box. Nap items will be sent home with your child on their last attendance day each week for laundering. All nap items should also be labeled with your child's first and last name.

When your child is ready to begin potty training, please talk with your child's teacher. You will be provided with a copy of our brochure which outlines how Sonshine staff can partner with you in potty training while your child is at school. Staff will ask you to bring several changes of underwear and pants/shorts for training purposes. Please be sure these are labeled with your child's first and last name as well.

Ladybugs and Butterflies

Children enrolled in our preschool classrooms will need to have a change of clothing, a snack representing 2 food groups (a.m. and p.m. if necessary), a water bottle labeled with first and last name, and lunch daily.

Ladybugs who still nap sleep on mats that Sonshine provides, but they will need to bring a crib sheet as well as a blanket and snuggle item. **Bedding items should come to school in a backpack or tote** and are stored separately from your child's lunch box. Nap items will be sent home with your child on their last attendance day each week for laundering. All nap items should also be labeled with your child's first and last name.

We ask that no other items from home be brought to school.

DRINKS, SNACKS, AND IMPORTANT ALLERGY INFORMATION

***We have a NO NUTS Policy. This means peanuts and tree nuts, nut butters, and nut oils should NOT be included in your child's snack or lunch box. We recommend using Sunflower Seed Butter, Soy Butter, or "WOW Butter" as an alternative to peanut butter. You can purchase these at Trader Joe's, Target and local Grocery Stores. Please read the labels of products you send with your child to school. Products manufactured in a facility that processes peanut or nut products are also not permitted and will be sent home with a reminder note.**

Please note, it may be necessary to add additional food items to the allergy list based on individual children's allergies within each classroom.

As part of Sonshine's participation in the Empower program, parents must provide a water bottle labeled with the first and last name of your child DAILY.

-If your child attends the Preschool Hours (8:45-12:00) you will need to provide one morning snack.

-If your child attends the Extended Day (8:00-2:45) you will need to provide one morning snack and lunch.

-If your child attends the Full Day program, you will need to provide a morning snack, an afternoon snack, and lunch.

Per state licensing regulations, teachers are not authorized to do any food prep. Sonshine does not have the required licensed kitchen to prep any food that your child brings in their lunchbox.

Examples- We cannot peel fruits and vegetables like apples, cucumbers, and carrots. These types of foods need to be peeled and cut up at home. For safety, fruits and veggies, especially bite sized, need to be cut into smaller pieces to avoid a choking hazard. Even small foods such as grapes should be cut.

All Juice must be 100% fruit juice. At lunch **MILK or a MILK Substitute** is the ONLY drink the children can be served other than water. Lunch must include items from all 5 food groups, **Fruits, Vegetables, Grains, Protein, and Dairy**. For more info on these food components please visit www.choosemyplate.gov Please do not send candy in your child's snack or lunch.

If your child is allergic to any food or drinks, or for any reason can't have certain foods or juices, **please note this on the AZ emergency card and verbally inform his/her teacher.** An Allergy Action Plan Form and a Medication Consent Form will also need to be completed by you and your child's Doctor.

On alternating Wednesdays and Fridays, we offer "**Pizza Fun Day**" which is optional. For \$4.00 your child may enjoy cheese pizza and 100% Apple juice. Please watch the newsletter for the monthly schedule for this opportunity. All children may participate as pizza is served at 11:30, before 12:00 dismissal. Pizza will be billed to your account. Please send a message to your child's teacher on the Remind app if your child will not be eating pizza. You can also verbally let

us know if your child will not be having pizza.

BIRTHDAYS

Sonshine Preschool will celebrate your child's birthday at school with a Fun Activity to enjoy with their friends. No other items will be allowed from home for these celebrations. State regulations do not allow us to serve "home baked" goodies. This policy also ensures that all children experience their "school birthday" celebration in the same way.

HEALTH REGULATIONS

Up-to-date records of immunizations must be on file prior to your child's attendance. Please update us after your child has had their annual wellness exam with their pediatrician.

ILLNESS POLICY

Sonshine Preschool is not licensed to provide care for children who are ill. To protect all children at our school, ill children need to be excluded from school. Any child who shows symptoms of illness during the day will have his/her temperature taken using a Braun Thermoscan 4 ear thermometer and be evaluated before the parents are called. A child will be excluded from the school if he/she displays any obvious symptoms such as diarrhea, vomiting, or rash. Children with a fever of 100 degrees or more will also be excluded. There are times when a child may not have a fever, however they are not able to participate in their normal daily activities so we will ask you to pick them up. An attempt will be made to contact the parents or other designated persons so that the child can be picked up from school. We will contact the child's mother first, if she cannot be reached, we will contact the child's father, if he cannot be reached, we will begin calling the designated persons on your blue emergency card. If you would like to change the contact order, please let us know. **Your child needs to be picked up within one hour of notification and you will need to let us know who will be picking up your child. Upon arrival, check in at the office.**

The 24-Hour Rule: If a child is absent or sent home from school due to illness, your child may not return until he/she is symptom and fever free (**without fever reducing medications**) for 24 hours, and not having vomited for up to 6 to 8 hours after eating their most recent meal. Children sent home with diarrhea may not return to school until they are 24 hours diarrhea free.

Children will be excluded from school with the following symptoms:

Inflammation	Rash	Chicken Pox
Diarrhea	Vomiting	Lice
Pinworms	Fever	Harsh Cough/Croup
Pink Eye	Lethargy	Headache

If child is not able to participate in their daily routine activities

MEDICATIONS

Medication must be in the original bottle, have your child's first and last name on it, the name of the drug, instructions for dispensing, doctor's name, and prescription number clearly stated on the label. The medication must be current and not have expired. If medication is liquid, it must be accompanied by a calibrated spoon. Medication must be brought to the Director or Assistant Director. A MEDICATION CONSENT FORM must be completed by the parent authorizing administration of said medication and a daily log will be kept of any medication given. Instructions for the return of said medication will be given at this time. **NEVER, NEVER, NEVER PUT ANY MEDICATION IN YOUR CHILD'S LUNCH BOX OR BACKPACK. PLEASE NOTE: DO NOT send your child with special lotions, sunscreen, chap sticks, lip gloss, or cough drops in their backpack.**

Children with SEVERE ALLERGIES, who may need an EPI PEN in an emergency, must provide an ACTION PLAN /MEDICATION CONSENT FORM filled out by the parent AND the child's Doctor prior to attendance.

NOTICES

Notices will be sent home periodically via the REMIND app, E-MAIL, as well as posted at the drop-off gate. **Please read our monthly newsletter - reading it will help to keep you current on what is happening and when!**

Remind App: Sonshine uses the Remind App to communicate directly with you. We ask that you sign up for Remind as it serves as a messaging service that allows you to easily "text" with your child's teacher to get important updates and school information. **If your child is regularly transported by Grandparents or babysitters, please have them join the REMIND app as well. This allows them to be aware of any issues that affect drop off and pick up.** If you need

the classroom code for your child's teacher, email Amanda at abanwart@sonshineprek.org and she can send you the correct class code.

LIABILITY AND MEDICAL INSURANCE

Sonshine Preschool is fully insured with liability insurance as required by the State of Arizona. Medical insurance coverage is secondary to the family's primary health care insurance. The accident insurance policy carried by Eastside Covenant Church/Sonshine Preschool has a \$25 deductible. Should it become necessary to file a claim with our insurance company, the \$25 deductible will be the responsibility of the parent. Documentation of the liability insurance coverage is available for review in the Sonshine Preschool Office.

CHILD ABUSE

Sonshine Preschool staff members are mandated by law to report suspected abuse, mental or physical, to the proper authorities within 24 hours of a child reporting to a staff member or observing physical abuse on the child.

DISCIPLINE

The staff members of Sonshine Preschool are trained to prevent discipline problems by using positive affirmation and recognition, redirection of the children, and building healthy relationships with the children. When conflicts happen between children, the staff is skilled in helping children negotiate and make appropriate choices to work out their conflicts with friends. Repetitive behavioral problems may indicate the need for additional intervention or the establishment of a behavior plan for a particular child. In that case, the child's parents, teacher, and the Director would collaborate to develop strategies to assist the child in developing social and communication skills.

BITING

Biting is considered an age/stage difficulty for some young children. As all human bites are a serious matter, when biting does happen both children's parents will be notified through the Remind app or by phone. The staff and parents will work together to create a strategy to monitor the child who has bitten and avert the behavior with positive interventions throughout the school day. We do encourage the child who has bitten to help provide comfort to the child who was bitten, such as helping to hold on an ice pack to the bitten area. Habitual biting will be addressed on a case-by-case basis as biting behaviors can have many origins. The Director, your child's Teacher, and you as the parents will conference on this matter.

DISENROLLMENT POLICY

Sonshine Preschool is here to best serve ALL the children in our care. Our staff has years of experience and training in challenging behaviors. It is very difficult when these issues arise, however a SAFE classroom environment for ALL children is our number one goal.

When an enrolled child physically violates another child or staff member repeatedly through biting, shoving, hitting, kicking or any other repeated, hurtful behavior and/or is defiant with regard to adult intervention, the child's parent/guardian or emergency contact person will be called to remove the child from the school for the remainder of the day. The parents and teacher of the child will meet with the Director and a behavior plan will be created to assist the child in expressing his/her emotions appropriately. This plan could include a referral for screening. It is your right as a parent to disagree with the recommendation for a screening. Under these circumstances, please know that should behaviors continue, your child will be subject to disenrollment. It is never our goal to disenroll a student, our goal is to provide a safe environment for all children and staff. We appreciate your support.

GRIEVANCE PROCEDURE FOR PARENTS

Any parent may follow the following procedure to resolve a school-related problem:

Step 1: Problem initially handled by the parties directly involved.

Step 2: If problem is not solved with Step 1, or if parent is not comfortable speaking to the parties involved, the parent should speak to the Director, who will intervene.

Step 3: If the problem is not solved with Step 2, address the problem in writing to the ECC Leadership Team.

ACCIDENT & EMERGENCY MEDICAL PROCEDURES

1. If a child is unconscious/not breathing/bleeding profusely and/or child's condition is in need of immediate professional medical attention - 911 will be called immediately.

2. If a decision needs to be made concerning your child's health or injury that is not life threatening. **unless direction by**

the parents, in writing, is to the contrary:

- a. Attempt will be made to contact child's mother first
- b. Attempt will be made to contact child's father next
- c. If mom and/or dad cannot be reached, attempts will be made to contact an emergency contact person listed on the child's emergency information card.
- d. IF, none of the above can be reached and the child's teacher and/or Director feel an opinion is necessary, the child's doctor will be contacted, and the Doctor's instructions will be carried out.

STATE HEALTH DEPARTMENT INSPECTION REPORTS

Inspection reports by the State Health Department are available at any time, upon request from the Director of Sonshine Preschool.

FACILITY REGULATION

Sonshine Preschool is regulated by the Arizona Department of Health Services: 400 W. Congress, Tucson, AZ 85701, 628- 6540. License CDC #1054.

SCHOOL CLOSURE POLICY

In the event of weather related, or local/national safety or health concerns arise, Sonshine Preschool will follow the direction of the local/federal authority overseeing the issue regarding school closure and emergency evacuation.

NOTICE OF NONDISCRIMINATION

Sonshine Preschool does not discriminate on the basis of race, color, religion, gender, age, nationality, disability, marital status, sexual orientation, or military status, in any of its activities or operations. We are committed to providing an inclusive and welcoming environment for all members of our staff, children, and the families we serve.

NOTICE OF PESTICIDE APPLICATION

Sonshine Preschool will post written notification of pesticide application at least 48 hours prior through the REMIND app and on the sign-in/sign-out clipboard.