CONTACT INFORMATION

Location: Cathedral Church of St. Mark - NE entrance
231 E 100S
Salt Lake City, UT 84111

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E-mail: melissa.west@wonderbloom.org

Exec. Director: Dr. Sarah Stone
Email: director@wonderbloom.org
Phone: 801-494-7894

Board of Directors

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone</th>
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<tr>
<td>David Myers, Chairman</td>
<td><a href="mailto:david38066@att.net">david38066@att.net</a></td>
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<td>Robert Stone, Treasurer</td>
<td><a href="mailto:stone.robbie@gmail.com">stone.robbie@gmail.com</a></td>
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<tr>
<td>Rebecca Reed, Secretary</td>
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Philosophy

Wonderbloom Nature Playschool is the first nature-based preschool in Salt Lake City. We were inspired by the philosophy of European "Forest Schools," where children spend most of the school time in the outdoors -- learning through interaction with nature. Nature-based learning is increasing in popularity throughout the United States because these types of schools have many benefits - some of which include: reducing obesity, protecting psychological well-being, increasing cognitive skills, increasing positive social skills, and increasing positive attitudes toward nature and the environment. We take a holistic approach to learning by focusing on Mind (developmentally-appropriate school readiness), Body (yoga and nutrition), and Soul (relationships with each other and nature).

History

Several years ago, Dr. Stone learned about the nature-schooling movement when reading about educational styles that had the most positive benefits for children. She became convinced that there was a better way to promote development and learning in young children, and it included rethinking the traditional indoor classroom setting. Stone set out to enroll her own children in a nature preschool, but was shocked to find there were no year-round, nature-focused programs in Salt Lake City. This commitment to her children's education compelled Stone to find a way to bring this ground-breaking methodology to Salt Lake City. Combining her PhD in early childhood development with her 16 years of preschool teaching experience, Dr. Stone established a high-quality early childhood program. She opened Wee Humans in 2017 and converted it to an expanded nonprofit called Almitas Foundation in Fall of 2018. Wonderbloom Nature Playschool is a mission of Almitas Foundation.
Staff

Dr. Sarah Stone – Founder and Exec. Director
Sarah, the founder and Director of Wonderbloom, has a PhD in early childhood development and has spent over 16 years teaching and supervising early childhood programs including Parents As Teachers and Early Head Start. In addition, Sarah has trained in nature-based education approaches. She has incorporated her extensive knowledge of early childhood development with principles of nature-based learning to create the underlying philosophy and structure of Wonderbloom.

Melissa West - Director
Valuing imagination and creativity, nature-based learning and curiosity, Melissa brings 15 years of experience in education and administration. Motivated by nature’s ability to promote an unhurried childhood, Melissa left private school teaching to educate children in more natural settings.

Tenisha Anderson - Early Childhood Educator
Tenisha has a passion for seeing children thrive in their own element driven by being outside and exploring everything around them. She has joined Wonderbloom in hopes to help curiosities bloom and to foster a connection with each other, themselves and our ecosystem.
Tenisha has Montessori experience, is trained in social emotional competence and inclusion and has her Forest School Leader Training Certificate. She will use her expertise as an urban farmer running an urban garden as well as a community garden at her local mosque, to help our students in the garden!

Auriana (Ana) Flinders - Early Childhood Educator
Ana grew up in Spanish Fork, Utah and she claims that the mountains raised her as any free-time she had was spent outdoors with friends and family. She graduated from the UofU in 2020 with a degree in Family, Community, and Human Development with an emphasis on Child Life. She has always felt strongly connected to two things: children’s development and nature. She has great passion for the environment and shares that with the children of Wonderbloom.
Rebecca (Becca) Maxwell - Early Childhood Educator

Becca loves being on the farm in Wisconsin where she was born and raised, but loves to travel, and has explored the U.S. and several European countries. Becca ran Cross Country in college while studying Enviro Science, then traveled up the North Shore of Lake Superior where she received a graduate degree in Enviro Education and Sustainability at Wolf Ridge Enviro Learning Center while teaching children from all over the Midwest. She can be found carving wood, knitting, or taking photos most days and loves animals. Becca’s passion is to bring excitement and a new perspective to place-based, immersed learning environments!

Bri Matthews - Early Childhood Educator

Born and raised in the beautiful mountains of Jackson Hole, Wyoming, Bri learned to love and appreciate the outdoors because her parents encouraged her to explore outside as much as they could.

Bri studied environmental studies and education studies at Ithaca College where she graduated in 2018. Her experiences in the environmental and education departments helped her realize that she wanted to pursue a career in environmental education. Bri has been in Salt Lake for just over a year and is in love so far. When she is not working, Bri enjoys playing outside, catching early trams, hiking in the mountains, and traveling all over the world.
Daily Schedule - AM

8:30 Drop off
8:30 Guided Exploration in East Classroom
9:00 Art/Mud Kitchen
9:30 Snack provided
10:00 Yoga and Sensory Tables
10:30 Storytime
11:00 Guided Exploration in West Classroom
11:30 Pick Up

Daily Schedule - PM

12:30 Drop off
12:30 Homesteading
1:00 Yoga
1:30 Storytime
2:00 Snack provided
2:30 Art/ Mud Kitchen
3:00 Guided Exploration in East Classroom
3:30 Pick Up

Daily Schedule - Full Day

8:30 Drop off
8:30 Homesteading
9:00 Yoga and Sensory Tables
9:30 Storytime
10:00 Art and Mud Kitchen
10:30 Snack Provided
11:00 Guided Exploration in East Classroom
11:30 Guided Exploration in West Classroom
12:00 Lunch from Home
12:30 Nap Time
   Or Rest Time for 30 minutes then
   1:00 Art/Mud Kitchen
   1:30 Yoga
   2:00 Storytime
   2:30 Snack provided
   3:00 Guided Exploration in West Classroom
   3:30 Pick up

We close every Friday at 11:30am. There is no class Friday afternoons.

Calendar

We follow the Salt Lake City School District Calendar for most holidays and closures. There may be additional closures for Cathedral events that we will let you know about in advance.

<table>
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<tr>
<th>2021</th>
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<tr>
<td>Sept 1 First Day of Classes</td>
<td>Jan 17 No School, Dr. Martin Luther King Jr Day</td>
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<td>Sept 6 No School, Labor Day</td>
<td>Feb 21 No School, President’s Day</td>
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<tr>
<td>Sept 23 Early Release @ 11:30am</td>
<td>Mar 3 Early Release @ 11:30am</td>
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<td>Sept 24 No School</td>
<td>Mar 4 No School</td>
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<tr>
<td>Oct 13 Early Release @ 11:30am</td>
<td>Mar 28-Apr 1 No School, Spring Break</td>
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<td>Oct 14-15 No School, Fall Break</td>
<td>April 28 Early Release @ 11:30am</td>
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<td>Nov 23 Early Release @ 11:30am</td>
<td>April 29 No School</td>
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<tr>
<td>Nov 24-26 No School, Thanksgiving Holiday</td>
<td>May 27 Last Day of School</td>
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<td>Dec 20-31 No School, Winter Break</td>
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Payment

Auto Pay is required through Brightwheel, our school app. Payments are due on the first of the month for that month’s tuition or fees (ie: Payment is due on October 1st for October tuition). A late fee of $50 will be incurred on the 3rd day of the month after payment is not received. If payment is not completed by the 5th day of the month, the “last month’s tuition” will be used and the child’s enrollment will end on the last day of the month. If you would like to re-enroll your child, you will be required to pay the tuition-in-full payment for the remainder of the year.

A change fee of $50 will be incurred if you wish to change your child’s enrollment (ie: days of week or times of day) after enrollment is finalized with the payment of the enrollment invoice.

Drop-Off and Pick-Up Procedures

Children may be dropped off by anyone, but must be picked up by an authorized individual as indicated on the child’s information form. Individuals may be required to show photo identification before the school releases a child. It is mandatory that you sign your child in/out of the program each day using our app. Our staff assumes responsibility for your child once they are signed into the program.

Drop-Off Procedure
A. Park in designated spots in rear of building (North lot)
B. Enter through Northeast doors; doors open at 8:20am or 12:20pm
C. Sign in using the Brightwheel QR code on the door and on the welcome desk.
D. **Check in will cease promptly at 8:40 and 12:40, respectively.** No check-in after these times unless you have been approved in advance by the director. See below.
E. Parent/Guardians take the child(ren) to the bathroom and wash their hands with soap, even if they don’t need to use the toilet.

**Pick-Up Procedure**
A. Enter parking lot from 100 S
B. Line up at the exterior north gate staff will bring children to the gate.
C. Gather child’s belongings from their cubby, greet teacher, sign out using Brightwheel QR code, and escort child(ren) to your car.
D. Do not enter through the gate unless invited by the teacher.
E. Exit from Parking lot onto 200 E. Late pick-up fees will begin promptly at 11:35am or 3:35pm

**Early Arrival & Late Pick-up**
Drop-off/Check-in will end promptly at 8:40 am and 12:40 am, respectively. If you contact the director in advance, we can make exceptions for extenuating circumstances such as a Dr. appointment or car trouble. If you are late for pick-up, the staff may become anxious, because they have other duties to attend to and need to prepare for other arriving children or to close the school at the end of the day. Additionally, if you are late, your child may feel worried and uncomfortable. **Late pick-up will result in a $1.00 per minute fee after an initial warning letter.** In the event that a child has not been picked up 5 minutes after the end of class, we will call you. If we are unsuccessful, we will call your emergency contacts.

**Authorization to Release Child**
We will only release your child to those individuals listed on the application and we may ask for ID. **We will NOT release a child without written permission - or verbal permission in the case of emergency.** To verify your identity over the phone, staff will call your number listed on the application.

**Legal Custody**
The center cannot refuse to release a child to the child’s parent or legal guardian who has or shares legal custody of the child. In most cases, both parents have equal custody rights, unless a court or valid written separation agreement proves otherwise. If you are experiencing custody difficulties we strongly urge you to keep the center’s director fully advised of circumstances that affect your child and their drop off and pick-up routines at the center.

**Volunteering**
As part of your Enrollment Contract you agreed to volunteer 3 hours per month in the school (unless you opted out and paid the fee). Having parents/guardians in the classroom helps create stability and continuity for your child, gives you ideas for things to follow-up with at home, and creates a sense of community as you get to know the other children and parents. Each month, we will send a sign-up via email for you to choose which days and times you can volunteer. Volunteer hours must be scheduled in advance and recorded.
Committees

As part of your Enrollment Contract, you agreed to serve on a committee. On the Family Involvement Survey, you indicated your committee preference. You will be contacted about your committee assignment by the committee chair or by the staff if you are the committee chair. Participation is based on parent availability. Time commitments vary, but we anticipate an average of 2 hours per month of participation. More is always appreciated!

Communication

Communication is a critical component of a quality program. We use Brightwheel for messaging, weekly newsletters, photos, alerts and announcements.

Parents are expected to contact the teachers or director with any questions or concerns immediately as they arise using the messaging feature in Brightwheel, our school’s app. Parents must have a working email address and phone number. If you have a concern or special insight that would help us with your child, please make an effort to visit with your child’s teachers, call and leave a message, or message through Brightwheel. This will make things go smoother for your child, you, and the school. If you have any questions about or concerns with the teacher please email the director (email listed above.)

Please don’t attempt to have these conversations during drop-off or pick-up. Teachers will not be able to devote adequate attention to you during these busy times.

Important Documents

Access important documents such as the calendar and Health and Safety Plan via the “Current Parents” tab online.

Waitlist

Families already enrolled in the program will be placed at the top of the waitlist for all other classes they are wanting to attend.

Behavior

纪委/Behavior Guidance

The word ‘discipline’ comes from the latin word “diciplina” which means instruction or teaching. Positive guidance is rooted in teaching appropriate behaviors to children and helping them understand the consequences of their actions. We proactively teach consequences of actions and empathy for others. We help the child communicate all emotions and redirect the child to another activity when there is a conflict. If a child is harming themselves or other children, we will immediately remove the child from the situation. In order to keep a child from hurting themselves or others, we may need to use physical interventions, such as momentarily restraining a child.

Comfort Corner and Transitional Objects

We know that school can be a worrisome place for children if they are not used to the environment without their parent/guardian present. We have a Comfort Corner set up, which is a place – away from the group – where they can take a moment to calm. In addition, it is normal for children at this age to attach to a special
item (blanket, stuffed toy, pacifier – also known as a transitional object). This object is welcome at school, but it must be labeled with the child’s first and last name and it must stay in the Comfort Corner during school hours. It is not the responsibility of the staff or school to keep track of the transitional item. Therefore, it is possible that it could get lost, broken, or played with by other children.

**Aggressive Behavior Policy**

At Wonderbloom we strive for an inclusive, learning environment for all children. There are times when children hit, bite, or throw things because they have a lot of emotion and that might be the only way for them to express it. We understand that children are learning boundaries with others and we regularly model appropriate behavior and redirect these misguided behaviors. There may be times that a child is overtly aggressive toward staff or other children that are outside the norm. In order to proactively address these instances and to keep others safe, we will take the following steps:

1. The first instance of an overtly aggressive behavior (causing an injury with a mark on themselves or others, destroying property or an uncontrolled verbal attack), we will alert the parent in writing.
2. After the second instance, we will alert the parent in writing and schedule a parent/teacher conference where we will create an action plan.
3. After the third incident, we will alert the parent in writing, schedule a parent teacher conference and provide referrals for outside services. The child will be placed on temporary leave. The parent has 30 days to contact resources, schedule appointments and follow up with Wonderbloom. We will not charge tuition during this 30 day period. After 30 days or after resources have provided feedback (whichever is sooner), we will hold a parent teacher conference to decide next steps. We may choose to enact a new action plan, which may include an aide for the child. Conversely, we may decide it is best for the child to seek care elsewhere.
4. If after implementing the action plan from the resource/referral service, if there are three more instances of aggressive behavior care will be terminated without the current month’s refund.

**Behavior Concerns:**

If a child’s teacher notices a pattern of behaviors, which is outside of the norm of development, they will alert the parents about the behaviors and will begin to take notes. These notes will cover what the behavior is, when it is happening, what triggered it, and how long it took to return to the group. Teachers will take these notes over the course of a week then meet with the parent to discuss next steps or if outside intervention is needed.

**Health**

**Clothing**

Wonderbloom Nature Playschool is based in an outdoor classroom. As often as possible, we will be outdoors - all year round - in rain, snow, or shine. Dress your child appropriately for the weather (check the forecast before school). Please dress your child in comfortable clothing that can get dirty or wet. Please pull hair back out of the child’s eyes. No jewelry is allowed. Some clothing will need to be left at the center. Please refer to ‘What to Bring to School’ section.

**Nutrition**
We are acutely aware that during these early childhood ages, children’s bodies and brains are growing exponentially. We have planned nutritious snacks for your child each day. We use locally-sourced and organic ingredients as much as possible. We feed children a variety of tastes and textures. It is important that you prepare your child(ren) each day for the menu. We respect children’s preferences and choices, but we encourage them to try foods they may be wary of. Research shows that children are likely to refuse a food up to 15 times before finally trying it. We will continually keep presenting them with a variety of healthy foods and we hope you do too! Please alert the center if your child has any allergies.

**Handwashing**

Handwashing is the most effective way to inhibit the spread of germs. We wash or sanitize the children’s hands upon arrival at school, when coming in from outside, and before and after eating.

**Illness**

**Covid-19**

1. **Keep a child home** if the child or any member of their household has had the following symptoms in the last 24 hours: fever, trouble breathing, cough, sore throat, muscle aches/pains, diarrhea, loss of taste or smell. *This is mandated by the Health Department for children attending a child care program.*

2. **IMPORTANT:** If anyone in your household has these symptoms, has a Covid test pending, or has a Covid test result, contact Melissa 801-839-7041 or, if it’s outside of office hours, contact Sarah 801-494-7894. We may have to take steps at school based on that information, but we can only make the decision about whether or not to take steps, and which steps to take, if you’ve informed us.

3. **Staff stay home** if they have any of those symptoms.

4. If anyone in the household has had the above symptoms for more than 24 hours, **please get tested for Covid.** Find a testing location [here](#). There’s also a [mobile testing bus](#). They recommend making an appointment to avoid waiting in line for hours.

5. If a child or staff member starts showing symptoms while at school, we immediately separate them from the group and send them home.

6. If a child, household member, or staff has a positive Covid test, we contact the Health Department and ask what actions need to be taken. Depending on the circumstance, we have to take different actions. We might not have to take any action, but on the other hand, we might have to alert everyone that was in contact with Covid-positive individual and instruct them to self-quarantine for 14 days. *When we alert families of a positive case, we always keep the individual’s information confidential.*

For illnesses that are not Covid-19, keep your child home if they have any of the following symptoms. Your child is welcome back to school if they meet the following criteria **for at least 24 hours** or have been on medication for at least 24 hours:

- No green or yellow mucus
- No fever above 100.2 degrees without the use of fever-reducing medicine
- No vomiting
- No diarrhea
- No persistent cough that interferes with breathing or regular physical activity

We reserve the right to send any child home if they are exhibiting any of those symptoms.

**Air Quality/ Extreme Weather**

We have a pollution sensor in our outdoor classroom that we check daily. You can also check the air sensor on [Purple Air](#). Search for “Wonderbloom Nature Playschool” or our address. For Green and Yellow air quality, we will have outdoor activity as usual. For Orange air quality, we restrict outdoor activity to under one
hour. For Red air quality and above, we will keep children indoors. We follow the guidelines from https://www.ok.gov/health2/documents/weatherwatchforchildren2.pdf to know if the temperatures are safe for children to play outdoors. We may limit outdoor learning when temperatures are below 30 degrees and above 90 degrees (in the shade). Caregivers are trained to pay attention to the weather and signs from the children to make sure children stay safe outdoors.

**Medication**

Staff may dispense over-the-counter or prescription medications provided by parents for their children. Prescriptions should be current and clearly labeled with the child’s name as well as in the original container. Medicine will be given only if parents/guardians also provide a signed Medication Administration form. Please do not leave medication in bags from home; give them directly to staff members.

**Immunizations**

If you choose to immunize, your child must be up-to-date on immunizations as required by the Utah Department of Human Services prior to enrollment at Wonderbloom. After admission, you are responsible for regularly updating your child’s health files to reflect current immunizations. If you opt out of having your child immunized or are on a delayed schedule, we must have an exemption form from the Department of Health or your physician.

**Toilet Competence**

We accept children that are not yet competent using the toilet. We understand that children need individualized approaches when learning how to use the toilet. However, using the toilet independently is part of normal childhood development. If your child cannot yet use the toilet independently we will create a plan with you to help facilitate this.

**Safety**

Please refer to Wonderbloom’s Health and Safety Plan on our website for detailed information about child supervision, health, safety, and emergency procedures.

**Incident Report**

Every effort is made to keep your child safe; however, children are likely to acquire bumps, bruises, and scratches during their early years. We will fill out an incident report for each incident, accident, or injury. The report is initially completed by the teacher, then signed by the parent/guardian upon pick-up. If the injury is serious, you will be notified by phone. If, in the opinion of Wonderbloom staff on duty, the injury warrants emergency treatment, an ambulance will be called and your child will be taken to the nearest medical facility. You will then be notified immediately. Parents/guardians will be responsible for any costs incurred due to any emergency treatment.

**Allegations of Abuse or Neglect**

All staff are mandated reporters and shall report suspected child abuse or neglect. The report shall be made to the program director or director designee IMMEDIATELY. The Director or director designee shall gather information from the staff involved and support the staff to report the suspected child abuse or neglect to the Department of Social Services. The Director will report to the Board. Any person who witnesses or suspects that a child has been subjected to abuse, neglect, or exploitation shall immediately notify Child Protective Services or law enforcement. The preschool staff shall cooperate in all investigations of abuse and neglect. Staff may discuss the report with families after the report has been made.
Access to building

The school is housed in the Cathedral Church of St. Mark. Much of the building is used for purposes other than the school. Therefore, parents/guardians or visitors are not allowed to access areas other than those used by the school. In return, those working in or visiting the church will not have unaccompanied access to the preschool unless they have passed the Childcare Licensing background check and are approved by the director. Doors to the school are locked at all times and there are security cameras around the premises. If you are accessing the school outside of the drop-off and pick-up times, please ring the white doorbell at one of the school entrances.

Background checks/Name tag

Those who work in the building both with the church and the school have current background checks. All visitors and volunteers are required to check-in with the Director and wear a name tag. No visitor or volunteer is allowed alone with a child unless they have a current background check. Law enforcement personnel are exempt as long as they have correct identification.

Diversity/Inclusion

We welcome every opportunity to expand the children’s view of the world as a place rich in many cultures, races, religions and customs. Wonderbloom Nature Playschool is open to all families, regardless of ethnicity, religion, ability, and sexual orientation. We will work with families to provide an inclusive preschool environment for all children. Diversity extends to the family structure as well, and we are committed to the philosophy of treating all family situations equally and without bias. Though we rent space from the Cathedral Church of St. Mark, we are not affiliated with the church or the Episcopal Diocese of Utah. Wonderbloom is a non-denominational program; therefore, religious holidays are not celebrated specifically, but we may celebrate the spirit and intention of the holiday (ie: during Christmastime we will celebrate generosity). We encourage you to share your family’s traditions with our children and staff.

Holidays

Holidays are a joyous time for celebration. Rather than celebrating the traditional American holidays (Halloween, Christmas, etc), we will focus on the seasons and celebrate the changes we see in nature. We respect children’s enthusiasm for sharing their thoughts with us about holidays, but we will not explicitly promote any specific holiday.

Birthdays

Birthdays are a wonderful milestone for children and we will find a special time either on or around your child’s birthday to celebrate them as an individual. If you want to bring something to give to the class, please consider a hand-drawn picture or craft, rather than edible treats.

Special Needs

Some children have special needs that require unique adaptation or attention by staff and teachers. We welcome children will all abilities, backgrounds, and medical situations. There is accessible parking, doors, and bathrooms for the school. If your child has special needs or circumstances, please consult with the Director in order to construct an individualized care plan. If the care your child needs warrants regular, one-on-one help from an adult, the parent will be asked to pay a fee to cover the cost of extra staff.

Confidentiality

All records provided regarding your child and family are confidential. We also ask that you respect this confidentiality by not asking staff to discuss your child or other children outside of the center. The staff at Wonderbloom understand the importance of this policy and feel uncomfortable when asked to discuss confidential issues concerning children in the program. We encourage you to bring up child and center issues with the Director. Exceptions to the confidentiality rule are emergency personnel or Utah Childcare Licensing.
Grievance and Dismissal
Wonderbloom administration and staff are committed to maintaining an open door, open-forum approach to problem solving and conflict resolution. If a family has a concern regarding the behavior of a caregiver, the concern should be discussed with the director. If a family has a concern regarding the behavior of the director, they should speak directly to the director. If they feel their concerns still have not adequately been addressed, they should present their grievance in writing to the Board of Directors. The Board will respond in writing to the parents and schedule a meeting, if necessary. If there is a family or child that is a concern to the program, we will do our best to discuss and solve concerns with the family through phone calls, emails, or in-person meetings. If, at any time, in the opinion of the Director of Wonderbloom, continued enrollment of a child in the program is deemed detrimental to the child’s health, progress, or to other children’s health or progress, or for any other reason in the discretion of the director, he/she may be dismissed from the program, with a refund according to the refund policy.

What to Bring to School

**Label all items with child’s first and last names**

_________ What to Bring to School during Orientation: 

Required - These will stay at school for the length of enrollment:

- Sunscreen
- Sun Hat (Such as this.)
- Diapers & Wipes - if needed
- If Full Day and napping, sheet (crib size) and light blanket. Pillow and stuffy optional.
- Medications - if needed
- Family picture
- Extra change of clothes (shorts, pants, shirt, underwear) in a gallon size ziploc bag
- **LABEL EVERYTHING WITH FIRST AND LAST NAME**

What to Bring to School Each Day:
- Dressed for the weather
- Plastic or metal water bottle (that won’t spill when tipped), already filled with water, labeled with child’s first and last name.
- Lunch, if in Full Day
- Transitional object, if needed
- **No bags or backpacks** - We have limited storage space in their cubbies and there is no room for a backpack.

**Label all items with child’s first and last names**

How to Dress

Prepare your child for outdoor learning by collecting the following clothing items and sending them to school prepared for the day’s weather. **Label all items with child’s first and last names.** The links are examples of good styles and brands that we recommend. You don’t have to get these exact ones.
**Shoes**: students must be able to take off and put on shoes by themselves. Slip on and velcro shoes are great options. No laces or shoes that are too tight. For winter boots we would like all students to have boots with handles. Our two favorite brands for ease of use and warmth are Bogs and Oaki.

Our favorite locally owned choices:
**We will place a wholesale order in September with Oaki - all items will be 25% off. Or order any time from the Oaki website with coupon code “wonderbloom”**

Oaki: We are huge fans of the following products. They do a fantastic job of keeping the kids warm and dry and they are all easy on for smoother morning drop off.

- **Rain/ Snow Boots** - wool sock are best for winter but these are cool enough to be worn with regular socks on rainy days
- **One piece rain suit** - this can also be used as a waterproof layer for snow. Most parents choose to size up when buying to extend use for an extra year. They tighten at the ankles, waist and wrists.
- **Snow Suit** - these run large
- **Wool Beanie**

Veyo -
- **Sun Hats**
- **Mittens** - Easy on, very warm, waterproof. Especially great for children who do not like to keep on their gloves or who are too excited to stand still for mittens with thumbs. Very easy and quick to put on. Older children prefer gloves with at least a thump.

Other great brands-

- **Teacher favorites for ease of use, warmth and quality**
  - **Patagonia One Piece Snow Suit**
  - **Insulated snow boots** (these could also double as rain boots) -
  - **Wool socks** - very important to send kids in wool socks throughout the colder months
  - **Long johns/base layer**
  - **Sun hat**
  - **Mittens**
  - **knit gloves**
Policies

1. Financial Agreement.
   a. I agree to pay tuition according to the Financial Agreement which I will receive upon enrollment.
   b. Auto pay is required through our Brightwheel school app.
   c. Payments are due on the first of the month for that month’s tuition or fees (ie: Payment is due on October 1st for October tuition). A late fee of $50 will be incurred on the 3rd day of the month after payment is not received. If payment is not completed by the 5th day of the month, the "last month’s tuition" will be used and my child’s enrollment will end on the last day of the month. If I would like to re-enroll my child, I will be required to pay the tuition-in-full payment for the remainder of the year.
   d. A change fee of $50 will be incurred if I wish to change my child’s enrollment (ie: days of week or times of day) after enrollment is finalized with the payment of the enrollment invoice.
   e. If I agreed to “in-school volunteering” and I don’t fulfill my 3 hours, I will be charged $18 per hour for each hour I missed. This payment is due the 1st of the month.

2. Refund/Withdrawal Policy
   a. The $30 wait list application fee, the $30 application fee, the $100 enrollment fee, and last month’s tuition are non-refundable.
   b. I may withdraw my student at any time, but I will not be refunded for payment already submitted. (For example, if I pay on October 1st for October, and I withdraw my student on October 15, I will not be refunded for the remaining days in October.)
   c. If I need to withdraw my student and I opted for a Tuition-in-Full payment, I will be refunded any future months (according to the paragraph 2c), minus non-refundable payments and minus a $150 refund fee.
   d. If my child misses class, there are no make-up days. Children cannot attend a class they are not enrolled in.

3. Dismissal Policy. If, at any time, in the opinion of the director of Wonderbloom, continued enrollment of my child in the preschool classes is deemed detrimental to my child’s health, progress, or to other children’s health or progress or for any other reason in the discretion of the director, he/she may be dismissed from the program with a refund according to the refund policy.

4. Individualized Education Policy. If, at any time, in the opinion of the director of Wonderbloom or myself, my child needs an individualized education strategy to more fully participate in class, then a meeting will be set to discuss options. If an individual aide is needed for my child, then I will pay $35/hr in addition to tuition.

5. Child Pick-up Policy. I understand that my child shall only be released for pick-up to approved guardians.

6. Emergency Policy. In the event of an emergency, I authorize employees of Wonderbloom to secure such emergency assistance and/or provide emergency medical transportation for my child as deemed necessary should they be unable to reach the emergency contacts provided or should there be insufficient time to reach these contacts. I understand that payment for medical services is my sole responsibility and agree to indemnify and reimburse Wonderbloom for the same.

7. Risk and Liability Release
   a. I am aware of the risks inherent in my child’s participation in Wonderbloom activities and accept all risk to my child’s belongings or person in the form of loss or damage. This includes any injury or illness, including death, that may result from such participation and I hereby release the fullest extent permitted by the law Wonderbloom and its staff and volunteers from any and all liability for any and all claims and causes of action for loss or damage to my child’s property and for any and all injury and illness, including death, to my child that may result from or occur during participation in Wonderbloom activities.
   b. I agree to indemnify and hold Wonderbloom and any other person or entity associated with Wonderbloom harmless from liability for any and all claims, including the injury or death of any person(s) and damage to property, that may result from my child’s negligent or intentional act or omission while participating in any activity at Wonderbloom.

8. Legal Fees. In the event it is necessary for Wonderbloom to obtain an attorney to enforce the terms of the Enrollment Contract, with or without suit, I, the signee, agree to pay all costs and attorney’s fees associated with such a collection.

COVID POLICIES
1. If, at any time, Wonderbloom is required to limit group sizes by the government, landlord, licensing agency, or Board of Directors due to a pandemic, Wonderbloom will make reasonable adaptations to accommodate regulations on attendance. Wonderbloom may need to temporarily place a hold on students’ attendance in order to abide by the class size restrictions. If Wonderbloom has placed a student on hold, at the families’ request, Wonderbloom will refund 25% of the cost of missed class. Email director@wonderbloom.org for a partial refund. Wonderbloom will prioritize student attendance in the following order: Full Day students, Application Time and Date
2. If, at any time, Wonderbloom is required to close by the government, landlord, licensing agency, or Board of Directors due to a pandemic, Wonderbloom will refund 25% of the cost of missed class during closure. Families must request partial refund by emailing director@wonderbloom.org.
3. During closure or when a student’s attendance is on hold, Wonderbloom will implement a distance learning method of education in place of on-site learning.
4. Wonderbloom will comply with current Office of Child Care regulations concerning safety surrounding the pandemic. Wonderbloom will notify families in writing of current Office of Child Care regulations (ie: health screening of children upon arrival, only children and staff allowed in the building, or etc). Families are required to comply with regulations. If families refuse to comply with regulations, they may be dismissed from the program without a refund.
5. A child will be restricted from entering the building if they have had any covid symptoms within the last 24 hours. A child will be sent home if they develop illness symptoms while at school.

6. Families are required to contact the school if the child or any household member has covid symptoms. Families are encouraged to get tested for covid if the student or household member has had covid symptoms for more than 24 hours.

7. Families are informed of any covid symptoms of students or household members via email. No identifying info is used.

8. Coronavirus/COVID-19 is an extremely contagious virus that spreads easily through person-to-person contact. COVID-19 can lead to severe illness, personal injury, permanent disability, and death. Participating in Wonderbloom programs could increase the risk of contracting COVID-19. Though Wonderbloom will take reasonable precautions, Wonderbloom in no way warrants that COVID-19 infection will not occur through participation in their programs.