

2022-2023

Parent Handbook



Little Lambs Preschool

of Immanuel Lutheran Church

511 Russell Road

DeKalb, Illinois

815-756-6669



PRESCHOOL HANDBOOK

INTRODUCTION

It's called "Little Lambs Preschool" and for a very good reason.

William Blake (1757-1827), a poet and an artist, wrote these words:

Little Lamb, who made thee?
Dost thou know who made thee?
Gave thee life and bid thee feed...
Gave thee such a tender voice
Making all the vales rejoice? ...

Little Lamb, I'll tell thee,
Little Lamb, I'll tell thee,
He is called by thy name,
For He calls Himself a Lamb...
I a child, and thou a Lamb,
We are called by His Name.
Little Lamb, God bless thee!
Little Lamb, God bless thee!

"Little Lamb, who made thee? ...Little Lamb, I'll tell thee...Little Lamb, God bless thee!"

And there you have the whole purpose of "Little Lambs Preschool." This effort of Immanuel Lutheran Church, DeKalb, was launched in obedience to the order of our Good Shepherd, Jesus Christ, Who said,

*"Let the little children come to me and do not hinder them,
for the Kingdom of God belongs to such as these."*

(Mark 10:14)

Without apology and unabashedly, Little Lambs Preschool is committed to echoing, imitating, and role-modeling the Good Shepherd's own actions: *"And He took the children in His arms, put His hands on them and blessed them."* *(Mark 10:16)*

Little Lambs Preschool's goal? In Blake's words, "Little Lamb, who made thee? ...Little Lamb, I'll tell thee...Little Lamb, God bless thee!"

No parent could ask for more; no child deserves less.

Rev. E. George Krause (1925-2010)
(Pastor at Immanuel at the inception of Little Lambs Preschool)

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PARENT HANDBOOK

PURPOSE

Little Lambs Preschool was established in 1996 as a Christian outreach to the church and the community, in response to our Lord's call: "Go and make disciples of all nations..." (Matthew 28:19-20). Our primary purpose is to provide a quality education for children ages three to five and their families which bears witness to the love of Christ. It is Christ Jesus we are serving.

PHILOSOPHY

We at Little Lambs Preschool feel that a quality education in a Christian setting is important for children in our own congregation and for those in the community. In this Christian setting, Little Lambs Preschool believes it can provide rich educational experiences, with an emphasis on the child's social, emotional, physical, cognitive, and spiritual development. Our desire is to assist parents in nurturing their children by providing a healthy Christian atmosphere for growth in knowledge, understanding, skills, and character. We do this in response to the Biblical teaching "Bring up a child in the way he should go..."

GOALS

Little Lambs seeks to help each child:

- ◆ Have a personal relationship with God.
- ◆ Experience cognitive, social, emotional, physical, and spiritual growth.
- ◆ Develop self-worth.
- ◆ Grow in social skills through group interaction.
- ◆ Increase self-expression through language skills.
- ◆ Learn to adjust to new situations.
- ◆ Increase attention span and the ability to follow simple directions.
- ◆ Develop independence and problem-solving skills.
- ◆ Grow in the ability to get along with children and adults.
- ◆ Develop fine and gross motor skills.
- ◆ Know Jesus as a friend and Savior.

4-C AFFILIATION

Little Lambs Preschool is licensed by the State of Illinois and affiliated with 4-C (Community Coordinated Child Care) of DeKalb County. We work in conjunction with 4-C and cooperate with them in areas of preschool screening and child evaluation.

ADMISSION/ENROLLMENT POLICIES

Little Lambs Preschool accepts all age-eligible children without discriminating on the basis of race, color, creed, sex, national and ethnic origin. Children must have reached the age of three for the three-year-old class or the age of four for the four-year-old class by September 1st.

To be admitted to the preschool, children must be self-reliant in the bathroom.

The state of Illinois requires that all children have a copy of a certified birth certificate on file at the school.

Health Exams

The State of Illinois requires that all children admitted to preschool must receive a physical examination (including a TB test or a waiver) dated within six months of enrollment. Immunizations must be up-to-date. This form must be on file at the time of admission. To waive any of the immunization requirements a separate form must be submitted. If the child has not received immunizations for health reasons, a doctor must sign the form.

Health & Emergency Information shall be completed by the child's parent and must be on file at the school by the first day of attendance.

Parents may request, in writing, for an exemption based on the parent's religious belief. A written statement from the parent regarding the type and date of any immunizations administered to the child after the form has been submitted to the Preschool is required within 30 days from the time it was administered.

The Little Lambs director will notify the parents if any forms are incomplete or are not returned.

Allergies or special medical conditions

Any allergies or special medical conditions a child may have must be indicated on the Health and Emergency Information form. Parents should notify the staff of any specific precautions or medication related to an allergy. Food allergy information is posted where food is prepared so all staff has the information.

TUITION AND FEES

Registration Fees

- There is a non-refundable fee of \$45.00 per family due at the time of registration.
- For those completing early registration (Feb. – May of current year), the last month's tuition for the upcoming school year will be due on **June 1** of the current year. This is the only way to hold your spot in the preschool. We will consider the position in the class available if payment is not received. One reminder note will be sent out in May. After June 1, only those who have paid the May tuition payment will have a guaranteed spot.
- (If registration takes place after June 1, the May tuition is due within 30 days of registration.)
- If you withdraw your child from class between June 1 and August 14, consideration will be given to refunding the last month's payment **only if we are able to fill your child's spot in the program before classes begin.**
- **If you withdraw your child between August 15 and September 30, no refund of tuition will be given.**
- If you withdraw your child from class any time after September 1 and give 30 days' notice you may use this payment (May) as your final month's tuition.

Tuition

_____ Monday/Wednesday	\$175/\$155*/month
_____ Tuesday/Thursday	\$180/\$160*/month
_____ Monday /Wednesday/Friday	\$220/\$200*/month
_____ Monday—Thursday	\$285/\$265*/month
_____ Monday—Friday	\$310/\$290*/month

**\$20/month discount with automatic payments registration (eft) or full semester payment.*

Eft payments are typically processed on the 5th of each month, unless otherwise arranged.

Tuition is due on the 1st of each month. We accept **checks, cash, or debit/credit card** for tuition payment. *(There is a minimum fee of \$5 for credit card payment).* Checks should be made payable to: Little Lambs Preschool. **Teachers cannot accept checks.** Please leave your checks with the office personnel, or payments can be mailed and must be **postmarked by the 1st of the month to:**

Little Lambs Preschool
511 Russell Road
DeKalb, IL 60115
Phone: 815-756-6669

Church Office Hours: M-Th – 8:30 a.m. – 4:30 p.m.
Fri. – 8:00 a.m. - 12:30 p.m.

Tuition received between the 10th & the 14th of each month will be assessed a \$10.00 late fee. If tuition payment and late fee are not received by the 15th of the month, **the child will not be allowed to attend classes until payment is received.** If there are extenuating circumstances regarding your payment, please contact the director. If payment is not received or tuition is continually late, board action will be required. Tuition will not be reimbursed for student absences and emergency closings.

SCHOOL CALENDAR

Tuesday, September 6, 2022, and Wednesday, September 7, 2022, will be the first days of school for Little Lambs. The school year is scheduled to end Thursday, May 25, 2023. *(Graduation and Family Celebration will be Thursday May 25th)* Little Lambs Preschool will follow the DeKalb School District calendar for holidays, vacations, and full day institute days.

When DeKalb School District has a half-day schedule or early dismissal, Little Lambs Preschool still holds classes as usual.

HOURS OF OPERATION

Monday- Friday	9:00 a.m. – 12:00 p.m.
Monday/Wednesday	9:00 a.m. – 12:00 p.m.
Tuesday/Thursday	9:00 a.m. – 12:00 p.m.

SCHOOL CLOSINGS

If DeKalb Public Schools are closed due to inclement weather, Little Lambs Preschool will be closed. Listen to local radio stations' announcements of closings.

WDKB (B95) FM

WLBK (1360) AM

Closings will also be posted on the Little Lambs Preschool Face Book page.

CLOTHING AND PERSONAL BELONGINGS

Children should be dressed comfortably in play clothing. It is recommended that tights or shorts be worn underneath any skirts or dresses worn. **Please bring an extra set of clothing (including socks and underwear) to leave at school with your child's name on it.** All outer wear such as coats, gloves, and mittens should be labeled with the child's name. **Weather permitting; children will play outside each day.**

Personal belongings and toys should not be brought unless for Show and Share. Guns and destructive toys are not to be brought at any time. Items brought for Show and Share should be durable and not of great value. Every attempt will be made to avoid breakage, but if breakage should occur, Little Lambs Preschool cannot be responsible for the damage.

HAND WASHING POLICY

We follow the DCFS Guideline that the children's hands must be washed with soap and water upon arrival at preschool, at snack time and after using the restroom. Upon arrival for the day please assist your child with handwashing in the bathrooms outside the classrooms.

TYPICAL DAILY SCHEDULE

<u>Activities</u>	<u>Approximate Time</u>
Arrival / Table Time*	10 minutes
Circle Time*	20 minutes
Bible Story	20 minutes
Center Time*	60 minutes (free choice & art)
Snack	15 minutes
Letter of the Week	25 minutes
Large Motor Skills	30 minutes (indoor or outdoor play)

*Math, Science, & Reading Activities
are incorporated within our daily Table Activities,
Circle & Group Times, and during Center Time.

SNACKS

Parents will be asked to provide a **nutritious snack** for a full week on a rotating basis.

List of appropriate snacks:

Cereal

Cheese

Crackers

Fruit cups

Fruit snacks

Raisins

Fresh fruits and vegetables –

(please bring in whole - staff will prepare them for serving at school)

100% Juice (Individual juice boxes are preferred)

If you bring in jugs of juice, please bring cups.

Milk (If you bring in milk, please bring cups.)

On the child's birthday, a treat may be brought by the child for each member of the class

Birthday treats do not need to follow the above guidelines (i.e., cupcakes or cookies are acceptable.) Store or bakery bought treats can be shared with the class during school time.

Homemade treats, however, must be individually wrapped and will be sent home with the children.

PRESCHOOL SNACK GUIDELINES

According to guidelines provided by the Department of Children and Family Services, all snacks must be prepackaged. Fresh fruits and vegetables are acceptable if they are brought to preschool uncut. Preschool staff will wash and cut the fruit or vegetable before the snack is served.

AUTHORIZATION OF RELEASE

No child will be released to anyone not listed on the registration form or authorized by the parent or guardian in writing. **Photo identification will be required of any person who picks up a child when authorized, but who is not known to the preschool staff.**

If someone is picking up that is not on the pick up form but due to extemporaneous circumstances please call the office AND send an email to the preschool director with the name of the person who is picking up. The same procedure will be followed regarding a proper ID to ensure the safety of the child. The email will be placed in the child's folder.

ARRIVAL/DEPARTURE SYSTEM

Arrival:

You will come into the building with your child to drop them off. Upon arrival, please assist them with washing their hands and putting their belongings away in their cubby. Please sign your child in on the sign in sheet and wait in the hallway. The teacher will open the door at 9am and the children will then begin their day.

Departure:

At the end of the day your child's teacher will bring them to the door for you to pick them up. Please refer to the map that shows which door your child will be coming out of.

Children will be assigned a specific door for pick-up.

If you have siblings attending two separate classes, please speak with the director regarding which door your children will be at for pick-up.

Please remain in line and wait your turn to pick up your child. For your child's safety, parents may not park in the parking lot and walk in to pick up their child.

If a parent or guardian does not pick up, or arrange to have someone pick up, his or her child, within ten minutes of dismissal time, our late procedures will be enforced.

Beginning at TEN minutes after class has dismissed, **parents who have yet to pick up their children will be assessed a childcare fee of \$1 per minute for each minute our staff invests in after-school care.**

At this time, Little Lambs Preschool will attempt to contact parents and/or the child's designated emergency contact persons.

If a parent or other authorized person cannot be contacted and/or fails to pick up the child **within one hour** after school has been dismissed, **Little Lambs Preschool is required to contact DCFS and the Police Department.**

Traditional drop-off policy: Parents, or those transporting the students, are responsible for caring for the children until the teachers open the doors to begin the day. This policy is necessary, out of respect for our teaching staff, who are often busy preparing the room for the day's activities. Students with classes on the main floor should use the West entrance of the church when arriving. Students on the lower level should use the outside stairs at the south end of the building. If you arrive late, use the main west entrance. The lower level doors will be kept locked during preschool hours. Please use the front main-level entrance of the church to enter the building and sign in at the office before proceeding to a classroom during school hours.

Parents and authorized persons must sign the child in each day.

A note about drop off:

We know sometimes children when in new situations may have a hard time leaving mom or dad. In these cases we find that “quick good-byes make for dry eyes.” Giving a quick hug and kiss and good bye at the classroom door will help your child know that they are in a safe space. Preparing children for what it will look like at drop off will give them confidence to know what is going to happen and that they are safe while you are away. As a parent who may have a child who struggles with drop off, please know our staff will assist them in adjusting to the classroom and you are welcome to call the office to check on them to see how they are doing. Staff will take pictures and can send them to you to update you on how they are doing.

CHILD SAFETY

Parents or persons responsible for dropping off or picking up a preschool child may not leave other children in the car unattended. The staff of Little Lambs Preschool is required by law to report such situations to the Department of Children and Family Services.

IMPORTANT – RESPECT OF CLASSROOM HOURS

As professionals, teachers need the time before and after class to talk and work freely without the presence of others. They use this time to plan, arrange the environment, and set goals to meet the needs of the children. They may also use this time for consulting together about the feelings, interests, behaviors, and needs observed and experienced throughout the session by individual children. Please be considerate of the staff's time and space by not entering the classroom until invited to do so, so that they can give their best to your child once class time begins.

TARDY POLICY

In order for the children to take full advantage of our educational program, it is important that children arrive on time. The preschool children have a busy schedule and children who are late may miss important learning opportunities. Late arrivals interrupt and disturb the entire class. **If a child continuously arrives late (15 minutes or more) the child will not be able to attend that day.**

ABSENCES AND HEALTH INFORMATION

Please contact the Director or the office if your child will be missing school for any reason. If your child is out due to an illness, please let the school know what symptoms they have. If your child has COVID symptoms please see our COVID policy for exclusion and participation.

Children belong at home when they are ill. Please notify the director if your child has a contagious illness.

Health standards require that children remain home when they have the following:

- ◆ a fever or diarrhea or vomiting within the previous 24-hour period.
- ◆ constant cough or heavy nasal discharge.
- ◆ an earache or other condition that makes them cranky and uncomfortable.
- ◆ chicken pox, conjunctivitis, Fifth disease, strep throat, or other contagious illnesses.

Health Observation

Children will be observed by the school staff upon arrival for signs of illness or injury. Teachers will consult with parents about a child who displays symptoms of illness to determine if she/he should remain at school.

Any injury to a child or evidence of unusual bruises, contusions, lacerations, or burns received by a child, in or out of school care, will be recorded by the staff member in a medication and logbook and reported immediately to the director or other person in charge of the school. If abuse is suspected, it will be reported by the director or other designated person to Child Protective Services.

Exclusions for illness

If the child becomes ill at school, the teacher will contact the parent(s) or designated emergency person and isolate the child until the child is picked up. If a child has a positive diagnosis of a communicable disease, the families of other exposed children shall be notified by the preschool which indicates that there has been a case of that specific communicable disease. To ensure confidentiality, no child's name is used when posting the notification of exposure.

A child may be readmitted without a statement from a physician, after a communicable disease, if the child has been absent for a period of time equal to the longest usual incubation period for the disease as designated by the health department.

COVID Policy (per latest update 8/11/22)

Our COVID policy is aligned with DCFS requirements for isolation, and close contacts. If your child tests positive for COVID-19 they will need to stay home a minimum of 5 days AND symptoms must be improving before returning to school. Upon return from being ill with COVID-19 your child will be required to mask for an additional 5 days totaling 10 days from the date of the positive test. Please see separate COVID policy sheet for full details for close contact procedures and isolation requirements.

MEDICATION

If your child may require medication during preschool hours due to a pre-existing medical condition, such as asthma or allergies, please speak to the director. Additional paperwork will be required in order for our staff to administer medicine during school hours.

EMERGENCY MEDICAL CARE

In case of emergency, immediate first aid will be given, and parent(s) will be called. If the parents cannot be reached the child's physician will be notified. If necessary, the child will be transported to:

Northwestern Medicine Kishwaukee Community Hospital
One Kish Hospital Drive
DeKalb, IL 60115
815-756-1521

A parent may request that medical treatment be waived on religious grounds. This request must be made in writing and signed by the parent. Included in the request must be a written plan outlining emergency care for the child.

- I. Staff shall perform only minor first aid.
 - a. Bandages, tape, and Band-Aids are kept at the school at all times.
 - b. Only soap and water will be used to clean wounds or bite marks.
 - c. Gloves are available for teachers when treating a wound involving blood.
 - d. A cold compress or ice pack may be applied to swelling due to an injury.
- II. The school will contact the parent as soon as possible after an emergency has occurred or, for a minor injury, when the parent picks up the child.
- III. In case of an accident or emergency, parents, and emergency medical services (911) will be called immediately to assist and make decisions on the care of the child. If a parent or guardian cannot be reached; appropriate emergency procedures will be taken by the staff while they continue to attempt to reach the parent or guardian. If the parent or guardian cannot be reached, the child will be transported to Kishwaukee Community Hospital.
- IV. A report of a serious accident will be kept in the child's file and given to the parent. All minor accidents and/or injuries shall be recorded, and the parent shall be notified when the child is picked up. The report includes the time and circumstances of the accident and any first aid given by the staff.
- V. Suspected poisoning will be treated only after consultation with a poison control center.

INSURANCE COVERAGE

Little Lambs Preschool carries liability insurance through Immanuel Lutheran Church. Parents must provide medical insurance coverage in case of accident or injury to their child.

UNUSUAL SITUATIONS

Please notify the Director if there are any unusual events or situations in your home. This will help the preschool staff understand and deal with potential changes in your child's behavior.

RELEASE OF PERSONAL INFORMATION

Information in the child's records is confidential and will not be released without written permission from the child's parent or guardian.

Children may be involved in school sponsored activities which may result in photographs being taken. These activities may be displayed at the school and shared with local newspapers. Names may be included in newsprint. A signed release from parents is required.

Photos of school sponsored activities may also be displayed on the internet and the church website. At no time will children's names be indicated in or with the photos by the school. A signed release form, included in the initial packet of forms to be begin the year, from parents is required.

PARENT COMMUNICATION

It is important for us and the children to maintain open communication between the home and the preschool. We do ask parents to read monthly calendars, weekly updates, monthly newsletters, and visit the child's room when bringing the child to school.

The staff is always eager to casually talk with parents before class. However, we would rather not discuss the children in their presence. For more formal discussions, please set up a conference with the staff.

The staff at Little Lambs appreciates the important role of the parents. Teachers and parents can enrich the child's life by sharing ideas and information. Therefore, Parent- Teacher Conferences are held twice during the school year.

DISCIPLINE PROCEDURES

Discipline is seen as a preventative, problem-solving process. Emphasis is placed on positive reinforcement to lead children to make choices toward their own self-discipline.

- I. If a child has difficulty gaining control, he or she will be removed from the situation under the constant guidance of a staff person. When the child has regained control, they may rejoin the group activities. Removal from the group to help a child gain control shall not exceed one minute per year of age.
- II. Childcare staff shall help individual children develop self-control and assume responsibility for their own actions.
 - a. Limits and consequences shall be clear and understandable to the child, consistently enforced and explained to the child before and as part of any disciplinary action.
 - b. Discipline shall be developmentally appropriate and logically related to the child's act and shall not be out of proportion to the particular inappropriate behavior. The child shall be made aware of the relationship between the act and the consequences.
 - c. Staff members will use firm positive statements about behaviors or redirection of behaviors.
- III. The following behaviors are prohibited in all childcare settings:
 - a. Corporal punishment, including hitting, spanking, shaking, pinching and other measures intended to induce physical pain or fear;
 - b. Threatened or actual withdrawal of food, rest, or use of the bathroom;
 - c. Children shall not be disciplined for toilet accidents;
 - d. Abusive or profane language;
 - e. Any form of public or private humiliation, including threats of physical punishment;
 - f. Any form of emotional abuse, including shaming, rejecting, terrorizing, or isolating a child.
- IV. Preschool children shall have reasonable opportunity to resolve their own conflicts.
- V. Discipline will be the responsibility of adults who have an ongoing relationship with the child.
- VI. When there is a specific plan for responding to a child's pattern of unacceptable behavior, all staff who affect the child shall be aware of the plan and cooperate in its implementation.
- VII. Clinical behavior management plans may be developed to meet the needs of a particular child if developed with the parent and a professional clinician. This must be documented in the child's file. All staff working with the child shall receive training on implementing the plan.
- VIII. If a child is experiencing behavioral difficulties, the preschool staff will make every effort to work with the child and the child's parents to aid the child in adjusting to the preschool setting. If the needs of the child can no longer be met by Little Lambs Preschool, the Director and a member of the Preschool Board will meet with the parents to discuss the child's needs and to suggest alternate methods for meeting the child's needs, including possible referrals to other agencies or facilities.

DISCHARGE POLICY

A child who, after attempts have been made to meet the child's individual needs, demonstrates inability to benefit from the type of care offered by the facility, or whose presence is detrimental to the group, shall be discharged from the facility.

Children may be discharged under the following conditions at Little Lambs Preschool.

I. Parents-initiated request. Parents or guardian must notify Little Lambs Preschool in writing one month prior to withdrawing the child. **NO** refund will be given.

II. Mutual decision by parents and the preschool.

A mutual decision between the Preschool and the parent or guardian is reached whereby both agree that the placement of the child in the preschool is inappropriate and the child would better profit from another placement. There must be a two-week notice before withdrawal. A fee refund will be based on the unused sessions.

III. Preschool-initiated request

- a. Failure to pay fees
- b. Failure to submit the required health information.
- c. The child exhibits uncontrollable behavior that jeopardizes the health and safety of preschoolers in the classroom that has been documented by the teacher. If the child is experiencing behavioral, emotional, or learning difficulties, the preschool staff will make every effort to work with the child and the child's parent(s) to aid the child in adjusting to the preschool setting.
- d. The child shows need of special services not performed by the preschool but available through agencies in the community.
- e. Failure to observe the rules of the preschool relating to arrival and departure times.
- f. Failure of the parents to cooperate with the preschool policies.

IV. Parents may appeal their case to the Board of Christian Education of Immanuel Lutheran Church.

CHILD ABUSE

The staff of Little Lambs Preschool is required by law to report any evidence of child abuse or neglect to the Department of Children and Family Services.

Child Abuse Reporting Obligations

The employees of Little Lambs Preschool are required to report any suspicion of abuse or neglect to the appropriate authorities. The employees of Little Lambs Preschool are not required to discuss their suspicions with parents prior to reporting the matter to the appropriate authorities, nor are they required to investigate the cause of any suspicious marks, behavior, or condition prior to making a report. Under the Child Protective Services Act, mandated reporters can be held criminally responsible if they fail to report suspected abuse or neglect. We at Little Lambs Preschool take this responsibility very seriously and will make all warranted reports to the appropriate authorities. The child Protective Services Act is designed to protect the welfare and best interest of all children.

As mandated reporters, the staff of Little Lambs Preschool cannot be held liable for reports made to Child Protective Services which are determined to be unfounded, provided that the report was made in "good faith."

Causes for reporting suspected child abuse or neglect include, but are not limited to:

- Unusual bruising, marks, or cuts on the child's body
- Severe verbal reprimands
- Improper clothing related to size, cleanliness, season
- Transporting a child without appropriate child restraints (e.g., car seats, seat belts, etc.)
- Dropping off or picking up a child while under the influence of illegal drugs or alcohol
- Not providing appropriate meals including a drink for your child
- Leaving a child unattended for any amount of time
- Failure to attend to the special needs of a disabled child
- Sending a sick child to school over-medicated to hide symptoms which would typically require the child to be kept at home until symptoms subside.

Children who exhibit behavior consistent with an abusive situation.

PEST CONTROL MANAGEMENT

Little Lambs Preschool is committed to providing a safe environment for the children in our care. We seek to prevent students/children from being exposed to pests and pesticides, and therefore we have adopted the Integrated Pest Management (IPM) approach to pest control. The IPM approach minimizes the exposure of students/children and staff to pesticides and includes a variety of non-chemical and chemical methods to prevent and eradicate pests. While pesticides may be used to remediate infestations of pests (such as insects, weeds, and rodents) that may be found in the facility and its surrounding grounds, only the least toxic products will be considered and combined with non-chemical methods. Definition of Integrated Pest Management: An ecologically-based management strategy that provides long-term solutions to pest problems with minimum impact on human health and the environment. Programs are heavily reliant upon pest prevention through good sanitation and mechanical means such as pest-proofing buildings. This facility recognizes that pest management is best accomplished through partnership. Therefore, we are committed to accepting the advice of the Pest Management experts and conducting maintenance and remediation in a timely manner.

GUEST SPEAKERS

Parents, grandparents, and friends of Little Lambs Preschool are invited to share special interests, hobbies, career information, etc., in the classroom. Please contact the Director if you, or others you know, would be interested in coming to the classroom to share knowledge and experiences with the children.

FIELD TRIPS

During the school year, the classes may take field trips. A parent permission slip will be required for your child's participation. According to Illinois state law, a child requires either a car seat or a booster seat until he or she is 8 years old or 80 pounds. **Therefore, each child must bring either a car seat or a booster seat in order to participate on our field trips.**

First aid kits and children's emergency information will be taken on all field trips so emergency procedures may be followed at locations away from the school.

In order to take field trips, we do need parents to help provide transportation. It is also essential to have extra chaperones for safety reasons as we leave our building and explore new surroundings.



Little Lambs Preschool Events 2022-2023



f School for T/Th & M-T;M-F	*	September 6
First Day of School for M/W/F	*	September 7
Picture Day	*	September 13 and 14
Jonamac Apple Orchard	*	September 27 & 28
LEA Conference (Miss Katie & Miss Jessica)	*	October 6 th – 8 th
NO SCHOOL	*	October 7 th and 10 th
Field Trip: Pumpkin Patch	*	October 11 & 12
Vision & Hearing Screening	*	October 13 & 14
Trunk or Treat (During school)	*	October 27 th and 28 th
NO SCHOOL – Election Day	*	November 8 th
Gift Card Sale Fundraiser Black Friday Deadline	*	November 14 th
Thanksgiving Feast (daytime family event)	*	November 16 th & 17 th
NO SCHOOL Thanksgiving Break	*	November 21 st -25 th
Fall Parent/Teacher Conferences	*	Week of November 28 th
Little Lambs Christmas Program (evening event)	*	Thursday December 8 th (back up 12/15)
Gift Card Sale Fundraiser Christmas Deadline	*	December 19 th
Christmas Break	*	December 23 rd - January 6 th
NO SCHOOL	*	Monday January 16 th
Lutheran Schools Week	*	January 22 nd -28 th
Lutheran Schools Week Church Presentation	*	Sunday January 29 th

“Making Disciples for Life” is the theme for the

2023 National Lutheran Schools Week celebration.

The associated scripture verse is Matthew 28:19 “Therefore go and make disciples of all nations, baptizing them in the name of the father and of the son and of the holy spirit”

Daily themes include learning how people include Jesus in their daily life as well as celebrating those who work to teach others about Jesus here at home and around the world.

Classroom Valentine’s Party	*	February 13 & 14
NO SCHOOL – President’s Day	*	February 20 th
Used Book Sale (<i>Volunteer opportunity</i>)	*	March 5 – March 19, 2023
Spaghetti Dinner (<i>Volunteer opportunity</i>)	*	March 8, 2023

Preschool Registration for 2022-2023 School Year

Previous Little Lambs Families & Congregation Members	*	Monday, March 13, 2023
Community Members	*	Monday, March 20, 2023
Spring Break	*	March 27th-31 st
Easter Egg Hunt	*	April 5 th & 6 th
NO SCHOOL – Good Friday	*	Friday, April 7 th
NO SCHOOL-- Easter Monday	*	Monday, April 10 th
Spring Parent/Teacher Conferences	*	May 8 th -12 th
Silent Auction Set Up (<i>Volunteer opportunity</i>)	*	May 11 th
Silent Auction (<i>Volunteer opportunity</i>)	*	May 12 – 25 th
Last Day of School	*	May 25 th
Spring Sing & Silent Auction Concludes	*	May 25 th
Preschool Graduation & Family Picnic	*	May 25 th (<i>Evening family event</i>)

Additional *tentative* events not yet scheduled:

Field trip/Special Speakers:

- Fire Department Visit to School
- Dental Hygienist Visit to School
- Russell's Woods Field Trip
- Walcamp Field Trip
- Bike Safety Day at School
- Looking for one or two additional ideas for speakers/field trips.

Special Classroom Parties/Activities:

- Polar Express Day
- Christmas Party
- Valentine's Day Party
- Week of the Young Child (April 2023)
 - Art Show
 - Book Worm Program
- St. Patrick's Day Party
- Spring Picture Day

Community Service Events:

- Salvation Army Food Baskets
- Operation Christmas Child

Fundraising Not Yet Scheduled:

- Plant Sale
- Dine to donate (one fall/one spring)

2022-2023 School Calendar

Little Lambs Preschool
of Immanuel Lutheran Church
511 Russell Road
815-756-6669 (Fax) 815-756-9585
DeKalb, IL 60115

September 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2022						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

Sep 6 & 7	First Day of School for Students
Sep 13 & 14	Picture Day
Sept 27 & 28	Jonamac Apple Orchard
Oct 6-8	Lutheran Educators Conference
Oct 7 & 10	No School
Oct 11 & 12	Field Trip: Pumpkin Patch
Oct 13 & 14	Vision & Hearing Screening
Oct 27 & 28	Trunk or Treat
Nov 8	No School
Nov 14	Black Friday Scrip Gift Card Deadline
Nov 16 & 17	Family Thanksgiving Feast
Nov 21-25	Thanksgiving Break
Nov 28-Dec	Parent Teacher Conferences
Dec 8	Christmas Program
Dec 19	December Scrip Gift Card Deadline
Dec 23 - Jan 6	Christmas Break
Jan 16	No School
January 23 - 27	Lutheran Schools Week
Jan 29	Little Lambs Sunday - Video Presentation
Feb 13 & 14	Valentine's Day Parties
Feb 20	No School
Mar 5 - 19	Used Book Sale
Mar 8	Spaghetti Dinner
Mar 13	*LL Family 23-24 Registration
Mar 20	*LL Community Registration Open
Mar 27-31	No School
Apr 5-6	Easter Egg Hunt
Apr 7 & 10	No School
May 8-12	Parent Teacher Conferences
May 11	Set Up Silent Auction
May 12-25	Silent Auction
May 25	Last Day of School
	Family Picnic
	Graduation/Spring Sing
	End of Silent Auction

March 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

*Registration for 2023-2024
March 13: Registration opens to current & past LL families and members of Immanuel
March 20: Registration opens to the public




All dates are subject to change. Please be aware of notes and updates sent home from school.




Little Lambs Preschool continues to operate under the guidelines of DCFS guidelines for Covid19 procedures.

Field Trips	
Sept 27 & 28	Jonamac Apple Orchard
Oct 11 & 12	Johnson Pumpkin Farm

No School	
Oct 7	No School
Oct 10	Indigenous Peoples' Day
Nov 8	Election Day
Dec 23 - Jan 6	Christmas Break
Jan 16	Martin Luther King Jr Day
Feb 20	President's Day
Mar 27-31	Spring Break
Apr 7	Good Friday
Apr 10	Easter Monday

Family Events (Evenings & School Days)	
Oct 27 & 28	Trunk or Treat
Nov 16 & 17	Family Thanksgiving Feast
Dec 8	Evening Christmas Program
May 25	Evening Graduation/Spring Sing
	Evening Family Picnic

-  School Closed
-  First & Last Day of School
-  Parent Teacher Conferences

-  Special School Events
-  Fund raising events
-  Class registration opens



2022-2023
LITTLE LAMBS PRESCHOOL



TEACHERS

Katie Martinez
815-557-5875

Jessica Molitor
815-751-9220

Olga Nambo
815-901-8901

MUSIC

Erin Grych

TEACHERS AIDES

Cara Leadingham

Kate Decker

Kaylin Briscoe

Sue Harms

Preschool Director

Katie Martinez

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815-756-6669 (office)

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Rita Goodwin, chair

Board of Christian Education Immanuel Lutheran Church



Church/Support Staff

Rev. Marty Marks (Pastor; Campus Ministry)
DeKalb, IL 60115 815-754-5590 (cell) rev@godwithusilc.org

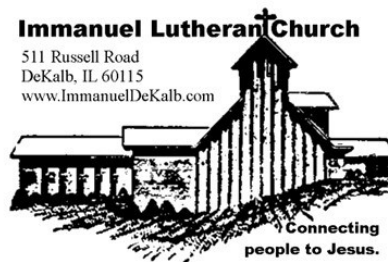
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Craig Dybas (Custodial/Maintenance)

Immanuel Lutheran Church

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