Dear Parents

We look forward to seeing everyone this summer. Please arrive a few minutes early on the first day and stop at the front desk to complete paperwork and then you will be directed to your child's class. You will only need to sign them in at the front desk on the first day of the first session.

REMINDERS: Please

- Apply sunscreen and bug spray to your child before coming to camp.
- Send a change of clothes with your child in a labeled bag. Label EVERYTHING.
- Send a bagged lunch, a water bottle and a snack in a separate ziplock bag with their name on it. The water bottle will be refilled as needed throughout the day. We are a PEANUT FREE school.
- Dress your child in comfortable clothes that can get messy and tennis shoes.
- Notify us of any allergies or special concerns so we can notify the teachers.

Children must be 100% potty trained in order to attend camp. Children must be able to use the restroom independently without adult assistance.

Camp starts promptly at 9am and ends at 2pm. A late fee will apply if you are late picking up your child. At drop off and dismissal, please make a carline and have your child's safety seat on the passenger side so we may load and unload them.

All camp sessions will be divided into age appropriate groups. Our goal is to provide an enjoyable, enriching summer-time experience for your child at an appropriate level for his or her age and maturity. In order to be fair to everyone, no exceptions will be made.

MEDICATION: Woodlands Tree House Preschool is NOT responsible for administering medication to children. Consult a pediatrician about altering the child's dosage so that medication can be administered outside of camp. Please refer to the second page for the school's illness policy.

REFUNDS AND TRANSFERS: Tuition for summer camp is $600.00 per child, per session. Requests for refunds and transfers to different camp sessions must be received within 30 days of the camp start date. Requests must be made in writing by e-mail at info@wthpreschool.com. Transfers will only be granted provided that there is space available in another session. Staff will consider making exceptions only in cases of emergency. *If you paid by check your refund will not be processed until we have confirmation that your original check cleared the bank.*

Please call Veronica or Cecilia at 281-419-0542 for any questions.

Illness

Your child's health is a matter of major importance to us. Licensing requires that precautions be taken to safeguard the health of all children enrolled.

If your child becomes ill at school, the front office will immediately contact you. Your child will be separated from the class and taken to the office where he will be given the appropriate attention and supervision until you arrive to take him home.

Children must stay at home until he/she is free of all symptoms, without medication, for twenty four hours or until a child's physician indicates, in writing, that the child is free from an excludable disease and is able to return to school.
A child must stay home if:
• The illness prevents the child from participating comfortably in activities.
• The illness results in a greater need for care than the staff can provide without compromising the health, safety, and supervision of the other children.
•The child shows symptoms and signs of possible sever illness such as lethargy, green nasal discharge, sore throat, eye drainage, abnormal breathing, diarrhea, vomiting, rash, fever, mouth sores with drooling, behavior changes.
• The child has a temperature of 100° or above.

Parents, please notify the office if your child is out sick due to a communicable disease so that the school can take the necessary precautions. The school will immediately notify parents, in writing, if any of the staff or a child has contracted a communicable disease that the local health department requires us to report.
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