Blossom & Grow

FINE ARTS PRESCHOOL

Parent Handbook

2026 - 2027

MISSION STATEMENT

At Blossom & Grow Fine Arts Preschool, our mission is to cultivate a joyful and inspiring learning environment where young children flourish through creativity, movement, and discovery. Rooted in a fine arts-based curriculum, we nurture each child's natural curiosity, fostering a love for learning through music, movement, visual arts, and imaginative play. Our goal is to lay the foundation for academic success, social-emotional growth, and a lifelong appreciation for the arts in a warm, engaging, and supportive community.

OUR GOALS

Our goal is to create enriching experiences for each child in a safe, supportive, and respectful environment. At Blossom & Grow, we create developmentally appropriate activities daily through the Arts to promote intellectual, social, emotional, and physical development. We believe that each child will learn and develop in their own way. Opportunities are created for each child to observe, learn, explore, and discover, all while promoting their development. We are committed to ensuring each child has a positive experience at Blossom & Grow Fine Arts Preschool.

Contact Us!

208-821-1518
Blossomgrowprek@gmail.com

Drop-Off / Pick-Up Procedure

School drop-off begins when we unlock our doors at 8:55 am on Mondays, Wednesdays, and Fridays for Session 1, 9:40 am for Session 2, and 10:40 am for Session 3. Drop-off begins when we unlock our doors at 8:55 am on Tues/Thurs for session 1, 9:40 am for session 2, and 10:40 am for session 3. Parents or caregivers must sign their child in on the provided sign-in sheet each day. This sheet will include contact information and the person authorized to pick up the child for that day. At the end of the school day, when parents sign the sign-out portion of the sheet, children will be released to the person(s) listed in writing on the sign-in sheet. If someone other than those who are authorized will be picking up your student, please notify the Blossom & Grow admin staff as soon as possible. We will require the person picking up your child to show identification if our staff is unfamiliar with them. All students must be picked up by 12:35 pm on Mondays, Wednesdays, and Fridays for session 1, by 1:20 pm for session 2, and by 2:20 pm for session 3. On Tuesdays and Thursdays, students must be picked up by 11:35 am for Session 1, by 12:20 pm for Session 2, and by 2:20 pm for Session 3. Students not picked up within the allotted time frame will be subjected to the following late fee policy:

- 5 minutes late = grace period
- $1 per minute after the grace period - up to 10 minutes or $10
- An additional $10 for every 5 minutes past that

Example:

- If you are late and pick your child up at 1:00 for the Mon/Wed/Fri session 1, you would incur a $40 late fee = 12:30 – 12:35 (grace period), 12:35-12:45 ($10), 12:45-1:00 ($30)

If you accrue three late pick-up fees, our Blossom & Grow office administrator will be in contact with you to determine a plan forward. Students must be picked up on time each school day. Our teachers have very tight schedules and need to leave promptly at the end of each school day.

We understand that unforeseen circumstances may occur when picking up your child, and appropriate consideration will be given in these situations. Once a child is signed out, the person picking up the child is responsible for the child, even if they remain on the property.

Please make every effort to have your child to school on time. We jump right into the day, and the first 30 minutes of school are when we introduce the theme, have circle time, and gear up for a fun learning day. Arriving late can be a huge distraction for the other students. Please let your teacher or the office staff know that you will be late, which will help them prepare to receive your child.

Building Camera System & Phone App

Our building is equipped with a state-of-the-art camera system. Each classroom, as well as the hallways and lobby, has a fully operational camera that plays and records to a secure drive. These cameras provide our staff and preschool families with security and peace of mind. We offer a secure phone app to our preschool families, which allows them to view the preschool cameras from anywhere during preschool hours. This app is private, and we provide a secure QR code and password for installation. Directions will be displayed and posted in the lobby to help you install this on your phone. Our administration staff are also happy to assist.

Snack/Lunch/Water Bottles

Please send your child to school with a nutritious snack each school day. Their snack should be in a **separate**, reusable snack bag, which will be provided to you with their name on it. Your child's snack should not include candy; it should be something that can easily be eaten in a 10-minute timeframe and fits in the provided snack bag. Please refrain from sending multiple snacks with your child. One nutritious snack that can be eaten in 10 minutes is perfect.

All M/W/F classes and the Tu/Th Session 3 class will also need to bring a nutritious lunch to school each day. Please make sure their lunch is in a **separate** container from their snack and **labeled with their name**. We do not have a fridge at preschool large enough to store school lunches for the students, so please ensure this is not necessary when packing lunches. We also cannot warm things up for the students, as the temperature of the food can vary and pose a risk to them. A thermos is a good option for keeping food warm and will easily fit into a lunchbox.

All students should also bring a water bottle, clearly labeled with their name, **and already FILLED** with water. Please refrain from bringing soda or colored juices to school.

Student Allergies

At Blossom & Grow, we strive to create a safe and inclusive environment for all our preschoolers, including those with food allergies. While we currently do *not* have any students with severe nut allergies, we still ask families to be mindful when packing snacks, lunches, or class treats.

If we ever do have a child enrolled with a serious or life-threatening allergy, we will promptly update our policies to ensure the safety of everyone in our care. Your flexibility and understanding help us stay ready to support every little learner!

Please be sure to notify our staff of *any* allergies your child has, big or small. We want to make sure everything is clearly documented in their file and carefully considered when planning class parties, activities, and special events.

Birthdays and Holidays

We love to celebrate birthdays, and we want it to be special for your child. Blossom & Grow Preschool allows parents to bring in special treats for the class. If you plan to bring a special birthday treat, make sure it is store-bought and does not contain nuts in any form. Please also notify your teacher one day in advance. If you plan to provide cupcakes for the class, we ask that you purchase the smaller-sized mini cupcakes, as the children rarely can finish the bigger ones. Birthday invitations may only be handed out in school if every student is receiving one.

We will have holiday parties throughout the year. There are no obligations to help, but our teachers will provide a sign-up sheet in advance if you would like to donate items or volunteer for the parties.

Personal Belongings

Label all your child's belongings with their first and last name. Please refrain from allowing your child to bring toys or special items from home. Teachers cannot be held responsible for items that are lost, stolen, or damaged.

Toy guns and weapons are not allowed at any time at Blossom & Grow Fine Arts Preschool.

Dress Code

Dress is left up to the discretion of parents. However, school is a place for exploration and learning, so we suggest dressing your child in clothing that is suitable for the school environment. Appropriate clothing consists of play clothes that promote freedom for movement and freedom from worry about spills, splatters, and dirt. Some of the projects your child will work on may get messy at times. Clothing should also be simple enough for your child to get in and out of easily, allowing them to use the bathroom. Please avoid sending your child to school in an outfit that may cause discomfort if a teacher needs to assist them when using the restroom. If your child is wearing a dress or skirt to school, please have them wear a pair of shorts underneath so they are comfortable doing our movement activities.

EACH child is required to pack a complete change of clothes in their backpack, including socks and underwear. Accidents or spills can happen at preschool, and we want to ensure that students can quickly

change into clean clothes discreetly and continue their day. Please place these in a Ziploc bag labeled with your child's name.

Newsletters

Your teacher will provide a monthly newsletter to communicate important information, topics, and upcoming events, providing as much information as possible to keep you informed about what's happening in our classes. These newsletters will be posted on your class BAND group.

Fine Arts Celebrations

Blossom & Grow is a fine arts preschool, and we love to celebrate several times a year with our preschool families. Please refer to the Important Dates document for when these celebrations will occur. At these celebrations, you will be invited to attend a special fine arts-based presentation by our amazing preschoolers. These celebrations may include plays, songs, dancing, art shows, or other similar events. These celebrations are typically centered around major holidays and end-of-year celebrations.

Community Days

Field trips are a fun and essential part of preschoolers' development and a fantastic way for them to explore the communities in which they live. At Blossom & Grow Fine Arts Preschool, we strive to offer our students enriching opportunities that are distinctively unique. Your child will participate in several community day activities that will be held 100% at the preschool. We engage with and work alongside many members of the community to bring them into our school, where we can learn and explore the world and our community in a safe environment. Some of the wonderful community days our students have experienced include Farm Animal Day, mini horse riding, dentist visits, firefighter visits, aquarium visits, florist visits, baker visits, musician visits, and many more!

Health and Medical Information

Your child must have a completed registration form on file, as well as their current immunization record or a signed immunization waiver by August 15th, 2026. If your child is not fully vaccinated or on an alternative immunization schedule, we will also need the immunization waiver to be completed. This is a requirement for our state licensing. If a child requires specialized medical assistance, parents will be requested to

provide a copy of directions from their healthcare professional. Teachers and staff will familiarize themselves and fully understand the child's needs, as well as follow the directions given by the healthcare professional. A copy will remain on the child's file.

Medication

Teachers may not administer medications to any child without written instructions from parents that are signed by the child's doctor. A medication authorization form must be completed for any medication. Medication must be clearly labeled with the child's full name. It must be in the original container with the date it was brought into the school. Medication will only be given as stated on the label directions unless otherwise noted by the child's healthcare professional.

EPI Pens are considered medication and require an Allergy Emergency Care Plan form. All forms must be updated annually. An Allergy Emergency Care Plan form can be provided by our administration team or by your child's doctor and must be given to the school if your child has any type of diagnosed allergy.

Separation Anxiety

Separation anxiety can occur at any time during preschool age and is entirely normal. Our staff is trained to handle these situations, and we understand that this can be challenging for parents. Teachers will work with each child to the best of their ability to see that any situation is resolved. Teachers ask parents for patience during this process, as it can take a few weeks for children to adjust to preschool and sometimes even longer. Each child is unique in their process of getting used to preschool drop-offs. We will use a case-by-case approach to help each child acclimate in the best way possible, ensuring preschool remains a safe and loving environment for them.

Bathroom Policy

Students must be able to care for their own bathroom needs. We recommend you dress them in clothes that are easy for them to use (elastic waistbands are easier than belts, buckles, and zippers). When you arrive at school, we recommend you take your child to the bathroom. During the school day, there are times when the whole class will walk to the bathroom to use it. At other times, they may request to go outside these hours, and students are always escorted to the bathroom by a teacher or a licensed Blossom & Grow staff member.

We adhere to the following bathroom policy:

- The preschooler will be escorted to the bathroom and sent in on their own.
- For safety purposes, the bathroom door will not be locked.

- If the preschooler needs help cleaning themselves, the teachers or a licensed staff member will help instruct the child vocally from outside the bathroom.
- Preschool staff will never help a child wipe.
- Preschool staff may need to enter the bathroom to assist a preschooler in getting on the toilet, reaching the toilet paper dispenser, or helping a preschooler finish pulling up their underwear and pants, etc.
- If preschool staff enter the bathroom to assist with toilet paper or clothing, the door will be propped open just enough to allow the preschooler privacy, but still permit another preschool staff member to see what is happening.
- Preschoolers needing help with buttons or zippers will receive assistance from staff outside the bathroom door in the hallway.
- If a preschooler has a bathroom accident at school, preschool staff will collect their change of clothes and instruct them on how to clean themselves and change.
    - If needed or appropriate, a parent may be called to come and assist the child in cleaning up and changing.
- Occasionally, a preschooler may refuse to help themselves in the bathroom. In this situation, preschool staff will do everything they can to help the preschooler except wipe. Parents may be called in this situation if the preschool staff feels the call would be warranted and in the best interest of the preschooler.

Special Circumstances

Please let us know of any significant changes in your living arrangements or other circumstances at home. Our understanding of these circumstances will enable us to better support your child in navigating these changes.

Student Evaluations & Parent-Teacher Conferences

Blossom & Grow Fine Arts Preschool recognizes the importance of a continuing evaluation system that assesses and reviews the progress, performance, and development of the children. Our teachers will conduct informal assessments throughout the school year, as well as two formal evaluations that will be formally recorded and tracked. These assessments help our teachers to develop our program and each child's individual goals as they progress toward Kindergarten readiness.

Blossom & Grow staff and parents require an open line of communication to provide the best possible school experience for each child. Therefore, conferences to discuss your child's progress will be scheduled and held after both formal evaluations are conducted. Parents are also encouraged to schedule a conference outside of these scheduled times if they need to discuss any concerns or questions regarding their child's progress.

Illness Policy

Colds, flu, and other contagious diseases are common in preschoolers. We do our very best to keep all items in the classroom clean, and we encourage hand washing throughout the day. The preschool is also cleaned each evening by an outside cleaning staff. However, there are times a child may get sick.

We request you to keep your child home if they show any of the following:

- Signs of a sinus infection
- Conjunctivitis (pink eye)
- Complaints of ongoing ear pain
- Temperature over 100.4 degrees
- Diarrhea
- Vomiting
- Infestation (lice)
- Impetigo
- Rash WITH a fever
- Severe sore throat or barking cough
- Discharge from the eyes or ears

Regarding infectious or contagious diseases (such as hand-foot-mouth disease, chickenpox, fifth disease, strep throat, etc.), we kindly request that you contact your teacher so that other parents can be informed if necessary.

Your child may return to school after they have had no temperature, vomiting, or diarrhea for 24 hrs **WITHOUT** medication.

If your child shows any symptoms from the list above while they are at school, you will be called to come and pick up your child immediately.

Injury Policy

A standard first aid kit is available in the classroom and is regularly updated and maintained. For minor injuries, first aid will be administered (such as band-aids or ice packs). Injuries will be recorded on an Accident/Injury report. The original report will be given to the parent to sign. We will then make a copy to send home and also keep a copy in our files. We will verbally speak with you at pick-up, by phone call, or by email to ensure you are aware of the situation.

For major injuries, we will call 911. Staff will apply first aid as appropriate or as directed by 911 dispatch. Parents and/or other authorized persons will be contacted as soon as possible. All staff members are fully certified in CPR and first aid.

Guidance Policy

Guidance is best achieved through respect and positive reinforcement. Each child is unique and handles guidance differently. It is our goal to find a variety of solutions to work with children, including redirection, think spaces, extrinsic and intrinsic rewards, etc. Teachers will not use corporal punishment under any circumstances.

Guidance must be:

1. Individualized and consistent for each child.
2. Appropriate to the child's level of understanding.
3. Directed toward teaching the child acceptable behavior and self-control.

A teacher will only use positive methods of guidance that encourage self-esteem, self-control, and self-direction. This may include some of the following:

1. Using praise and encouragement for good behavior instead of focusing only on unacceptable behavior.
2. Remind a child of the behavior expectations daily by using clear and positive statements.
3. Redirecting behavior using positive statements.

There will be no harsh, cruel, or unusual treatment of any child. The following types of discipline and guidance are prohibited at Blossom & Grow Fine Arts Preschool:

1. Corporal punishment or threats of corporal punishment.
2. Punishments associated with food or toilet training.
3. Pinching, hitting, or shaking a child.
4. Humiliating, ridiculing, rejecting, or yelling at a child.
5. Subjecting a child to harsh, abusive, or profane language.
6. Placing a child alone in another room, bathroom, or closet with the door closed.
7. Requiring a child to remain silent or inactive.

Teachers will make every effort to handle guidance situations in a manner that is appropriate. When unacceptable behavior occurs repeatedly, a conference will be scheduled with parents, and/or the child could be

sent home for the day. Parent conferences will be held in consultation with the teachers and will never be held at the door during drop-off or pick-up times. Blossom & Grow Preschool administration reserves the right to dismiss a child for serious behavior problems and/or aggressive behaviors. All necessary measures will be taken to resolve behavioral issues before any child is dismissed from the program.

School Closure Policy

Blossom & Grow Fine Arts Preschool follows the District 93 holiday schedule. We will take off the same “typical” holidays as they have scheduled. Please refer to the Important Dates document for details on all holiday closures.

Blossom & Grow will also follow their inclement weather closures. This means that if District 93 cancels classes due to inclement weather, the preschool will also close for the day to ensure the safety of our families and staff. If an event like this occurs, a text, email, and BAND post in the class BAND group will be issued immediately. These closures will not change the monthly tuition rates.

If Blossom & Grow needs to close for any other reason, including power outages, building damage, infectious illness, etc., immediate notice will be given via text, email, and a post on the class BAND group. In such instances, your monthly tuition may be prorated to reflect the closure date.

Emergency Procedures Plan

Children’s safety is of the utmost importance at Blossom & Grow. The first priority and responsibility of teachers and staff is to move children to a designated safe area or alternate shelter in an emergency situation. Severe weather drills, fire drills, and lockdown drills are performed regularly. Emergency maps and emergency information are posted in the classroom. In the event of an emergency, please follow the procedures described below:

For any emergency, always call 911.

FIRE

There is an emergency flashlight in the preschool cabinet. Class rolls and emergency numbers are stored in a binder in the preschool cabinet and kept in the same place each day, allowing them to be quickly retrieved by the teacher during fire drill practice or an emergency evacuation. These records include emergency contact information and authorization for pickup. However, in the event of an extreme emergency, no attempt should be made to retrieve the record binder, as the primary concern is to evacuate the children from the building as quickly and safely as possible. Contact information and emergency numbers are also stored online and can be

accessed digitally. Each classroom should follow the evacuation map labeled in the classroom. Teachers will make evacuation accommodations as needed for any child with special needs or limited mobility. The designated meeting place will be approximately 50 feet straight out of the emergency exit door. All occupants must meet at this location to make sure every person is accounted for. Each teacher will do a face-to-name recognition using their informational binder or stored document to account for each child. Once each child, teacher, and class is accounted for, everyone will be moved to a safe meeting point for parent pickup. Children will be accounted for via face-to-name recognition and then released to an authorized guardian.

SEVERE WEATHER

In the event of severe weather, children and teachers will relocate to a designated safe area, preferably away from windows, or, as conditions permit, to an alternative location. If the weather causes structural issues and the building becomes unsafe, we will follow the relocation plans outlined above.

LOCKDOWN

If a lockdown is initiated, we will sweep students in the hallways into the room, lock all doors in all forms, place door stoppers, and turn off the lights. Students will be instructed to stay calm, quiet, low, and out of sight. We will not open doors until an “all clear” is received from law enforcement. If evacuation of the building is necessary, we will follow the relocation plans as listed above or as instructed by law enforcement.

Blossom & Grow Fine Arts Preschool is required by the state to conduct monthly fire and intruder drills. These drills are kept very age-appropriate for our students, but they can sometimes be scary for the children. We will notify parents when drills are scheduled to be conducted, and we encourage open communication at home regarding these drills. Our staff is required to stay current on best practices for conducting these drills. Additionally, an outside service conducts training and observations to help us improve whenever possible.

Tuition Fees & Billing Policy

The following monthly tuition rates apply for the 2026 - 2027 school year:

- Monday/Wednesday/Friday - Sessions 1,2, and 3 = $175
- Tuesday/Thursday - Sessions 1 and 2 = $145
- Tuesday/Thursday - Session 3 = $160

Tuition will be posted the month before its due date and will be due on the 1st of each month. Autopay is required for each account and will be processed on the 1st of each month. There is a 5-day grace period for late fees. However, a $16 late fee will be automatically posted to your account on the 5th of each month if tuition is not paid by then.

For Example, October tuition will be posted to your account around September 15th. October tuition will be due October 1st. If unpaid by October 5th, a $16 late fee will be posted to your account.

If you would like to pay before autopay is processed, you can make a cash or check tuition payment in the office with our front-desk representative or by placing a cash or check payment in an envelope with your child's name on it and putting it in the gray payment box by the front door of the building.

All billing questions should be addressed with our Blossom & Grow Administrator by calling 208-821-1518 or emailing blossomgrowprekbilling@gmail.com. Please do not address billing questions or concerns with your child's teachers.

Program Withdrawal

If you choose to withdraw your student from Blossom & Grow Fine Arts Preschool, please provide a 30-day written notice to the office administrator by emailing blossomgrowprek@gmail.com. We will prorate and cancel tuition based on the date of the withdrawal request. If you have paid tuition in full, we will prorate the refund to reflect the remaining months of the school year.

Program Removal

Occasionally, certain situations necessitate the removal of a child from our program, either temporarily or permanently. These situations are always unfortunate. We will do everything possible to work with you to prevent this policy from being enforced.

IMMEDIATE Cause for Removal:

- A child who is a safety threat to themselves or others
- A parent threatens physical or intimidating action toward staff members, other students, or parents
- A parent engages in verbal abuse toward staff members, other students, or parents
- Unsuccessful resolution of an issue
- Unsuccessful resolution of an issue where a parent develops an expressed or apparent lack of confidence in the staff

Parent Actions That **MAY** Lead To A Child's Removal:

- Failure to pay and/or habitual lateness in tuition payments
- Failure to complete required forms, including the child's updated immunization records
- Habitual tardiness when picking up your child

Child's Actions that **MAY** Lead to Child's Removal:

- The child is a threat to himself or others
- Dangerous or inappropriate behavior
- Failure of the child to adjust after a reasonable amount of time
- Uncontrollable angry outbursts
- Ongoing physical or verbal abuse of staff or other children

Student Items Needed Each Day For School

- Full-size backpack
- Labeled ziplock bag with a complete change of clothes inside your child's backpack
- Filled water bottle with the child's name
- Provided reusable snack bag with a proper snack inside - **ALL CLASS SESSIONS**
- Lunch labeled with child's name - **ALL M/W/F CLASSES & TU/TH SESSION 3 CLASS**

Ways Parents Can Help

- Check your child's backpack after each school day.
- Ask about your child's day at preschool.
- Read emails and important class BAND group messages.
- Label everything -- coats, hats, sweaters, shoes, etc. with the child's full name.
- Do not allow children to bring toys.
- Dress children appropriately for messy play and the weather conditions.
- Keep sick children at home in accordance with the illness policy.
- Be on time at drop-off and pick-up.
- Notify teachers when someone other than yourself or approved people on the list will be picking up your child.
- Pay tuition on time.
- Notify the preschool office immediately of any contagious disease or other illness.
- Communicate what's going on at home, including social, emotional, or developmental changes.
- Become active in preschool celebrations and activities.