

Information for New Families or the Most Frequently Asked Questions

Checks	Go in an envelope posted on the wall near the Parent Mailboxes.
Coats	Need to go home every day.
Email	Please check yours. Sometimes we send items out two or three times a week. These are usually sent by the School administrator.
Extra	Clothing is kept in the small cubbies next to the bathroom. These need to be exchanged with the changing of the seasons.
Helping Child Day	Your child has one every week. This is your child's special day to assist the teacher and be a leader in the classroom. It is also your day to bring 4-5 pieces of small fruit or a box of berries or a large fruit such as melon or pineapple.
Lost and Found	items are put in the big basket in the foyer. These items are donated to charity at the end of every month.
Lunch Boxes	Are kept in the refrigerator in the kitchen. Please no glass containers or plastic bags.
Mailboxes	Are located in the West Room near the large window. Please Check it and take any items in it home every week.
Nap Bedding	Is kept in the cubbies in the West Room. These need to go home every week for you to clean. This is also where any items your child may need during the day are placed for easy access.
Sign In	and Out every day on the clipboard in the foyer. This is a requirement of the State of Colorado.

Questions about Billing: Go to Office Administrator 303-830-9311

Questions about Class or your Child: Go to your *mentor teacher* or MJ 720-244-8252