



## Parent Handbook: 2025 – 2026

July 7, 2025

### Parental Responsibilities

Backpacks	Please send your child to school with a backpack big enough to hold at least their lunch and a clean bottle of water every day.
Lunch	<ul style="list-style-type: none"><li>• We encourage parents to teach their children how to pack their own lunch, discussing what goes in and why. It may seem minor, but empowering learners and moving toward independence is what Vine is all about. Healthy choices are emphasized, and no candy please.</li><li>• If children with allergies join our school community, we will send out a notification to request that all families be mindful of what food they send in.</li></ul>
Comforts	<p>As Alfred Wainwright famously quipped, “There's no such thing as bad weather, only unsuitable clothing.” We endeavor to get the children OUT as much as possible, so if the “feels like” temperature is 22 degrees F or above, we generally will be outside for recess.</p> <p>Please bring your child to Vine in appropriate outdoor clothing every day. In warm weather, send along labeled sunscreen if your child should apply it. In cold, misty or soggy weather, send boots, snow pants, coats, hats, and GLOVES -whatever may be appropriate for the day’s weather.</p> <p>Because we often spread work out on the floor, we don’t wear street shoes in the studio. <i>No bare feet at any time please</i> but socks are fine, and slip-on footwear and/or extra socks can be kept at Vine in their cubby.</p>

### Absence Policy

Attendance is not mandatory, but a quick text or call is appreciated if a child will not join us on a scheduled support day.

### Wellness Policy

A child should be kept home if a parent feels that their child is unable to participate meaningfully. This includes conditions such as diarrhea, vomiting, fever, etc. We also ask that a child be fever-free for **at least 24 hours** before sending them to Vine.

You will be contacted and asked to pick up your child as soon as possible for any of the following reasons:

- If your child is not well enough to participate fully in all activities.
- A cold with fever, sneezing, heavy cough, or nasal drainage.
- Temperature of 100.4 or above.

Should a child develop symptoms of illness while at Vine, we will place a call to their parents immediately informing them of the child's condition and requesting that they be picked up. If we are unable to contact either of the child's parents, we will leave a message and proceed to contact the next people listed as Emergency Contacts until we can reach someone who says they are able to pick up the child as soon as possible. This is a small operation and we just don't have the capacity to attend to and nurse ill children for hours on end.

## Emergency Preparedness

- The lead teacher is certified in Pediatric First Aid and CPR.
- If any aid is administered to your child, the nature of the incident will be communicated at pick up. If requested, a detailed email will be sent by the end of the day.
- We practice Fire Drills regularly. Our meeting spot in the case of an actual emergency is in the back yard of the church, on the platform visible from the handicapped parking. It is well out of any first responders' way and **where parents should pick up their child** in the event of an actual emergency or an unplanned early dismissal.

## Fees

Support fees cover basic school supplies for work in the classroom. Parents will be notified in advance of any extra costs that may be incurred such as outings, special projects, or cooking activities.

## Payment Schedule

Payment is always due on the 1st of the month from September to June. Invoices are emailed as a courtesy a few days ahead. Failure to pay on time will result in a fee of \$5 for each day that payment is late.