

# What do I do if...

## Discovery Place Preschool Jackson County Central Schools

### **Pick up or drop off time or procedure changes:**

Contact the teacher to let them know of the changes. If the change is with Palmer Bussing, that information will be passed along. If the change is with Community Transit, please contact them as well as the teacher will not be able to do that during the course of the day.

### **Your child is sick:**

Contact the teacher to let them know. The teacher will then inform the appropriate director who will follow up with the Health Office as required for state reporting. You may receive a follow up phone call or email from the school nurse to track anything that might be communicable in our community.

### **I forgot to send something they needed:**

You are welcome to bring up something to the front office at the Riverside or Pleasantview building and let the front office administrator know that it is for your child in which classroom. They will contact the classroom to get the item or whatever was forgotten to your child.

### **I have questions about the classroom:**

Contact your child's teacher for more information. All of our teachers and staff care about and want your child to thrive! We are a team and want to work together. Questions are welcome and problem solving is collaborative. You are also welcome to contact the Directors as necessary for questions and concerns.

### **My child is struggling:**

Affirm your child, and be patient. Share those struggles and concerns with the teacher so we can be aware. This includes struggles inside or outside of the classroom. Life changes and other developmental milestones can impact how your child may act, and all information is very helpful for the staff as we continue to help your child grow and learn.

### **I want to donate additional supplies:**

An ongoing list of supplies needed for our Preschool and Kids Club programming is available on the JCC website. There may be items your child's teacher needs throughout the year and that will be communicated as a classroom. We always accept additional donations of paper towels, Clorox wipes, and gift cards to Wal-Mart, Dollar General, and Family Dollar for our ongoing expenses. Donations can be given directly to your teacher or to any of the Directors.

**Riverside Main Office:** 507-847-3608

**Pleasantview Main Office:** 507-662-6218

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