



## **Christ Church Preschool & Kindergarten** *New Family - Frequently Asked Questions*

### **What time does school begin?**

The carpool doors open at 8:45 AM each day. If you are walking your child into the building, please do not enter classrooms before 8:45 AM. The teachers are busy preparing for the school day. Toddler and Two-year-old children are to be dropped off between 8:55-9:05 AM.

### **What time does the school day end?**

The carpool line begins at 12:45, Monday-Thursday and 11:45 on Fridays. Toddlers and Two-year olds can be picked up in their classrooms between 12:45 and 1:00 PM. Threes, Fours and Kindergarten students can be picked up using the ramp door entrance from 12:45-1:00, Monday-Thursday and 11:45 on Fridays.

### **What do I need to pack my child's lunch in?**

CCK is a Nut-Free facility, this includes nut butters; such as peanut butter and almond butter (SunButter is acceptable). Lunches can be packed in containers that are easy to open and child-friendly. Lunch items should be easy for the children to pick up and eat independently.

### **What kind of bag does my child need to bring to school each day?**

Tote bags make it easy for children and teachers to get items in and out of the bag easily. Tote bags are not required but are suggested. CCK tote bags are for sale (\$12) in the front office and will be available at Parents' Night and Open House.

### **How do I volunteer at CCK?**

There are many ways parents can become involved and volunteers are **always** welcome and needed.

As a parent of a CCK child, you are automatically a member of our newly created Parent Association (PA). The PA exists to support, promote and strengthen our CCK community. The PA will host numerous school events and programs for the entire community. If you are interested in learning more about the PA and becoming involved with this new mission, please contact Stephanie Ladley, our Parent Association President, at [\*\*stephanie.ladley@gmail.com\*\*](mailto:stephanie.ladley@gmail.com).

Parents may also volunteer to serve as a Room Parent Representative. It is a wonderful opportunity to get to know other parents in the classroom. The Room Parent Rep serves as a liaison between classroom teachers and classroom parents to help ensure a successful school year. Please see the attached job description. If you are interested in being a Room Parent Rep, you can sign-up to volunteer during our Parents' Night or Open House.

If you have any questions, please contact Sarah Kain, our CCK Board's Parent Representative, at [sarah.c.kain@gmail.com](mailto:sarah.c.kain@gmail.com).

**When does carpool begin and what ages can do carpool? Do I have to do carpool?**

Carpool begins the second week of school, Monday, September 10<sup>th</sup>. At the beginning of the year, carpool is for Threes, Fours and Kindergarten classes. In January, Two-year-olds can begin using carpool. Toddlers are dropped off and picked up in their classroom each day. It is always an option to park and walk in with your child. Please use the "Ramp Door" for drop-off and pick-up so we can leave the main entrance open for carpool.

**Is there a Lost & Found at CCK?**

It is important to label all items you send to school with your child (jackets, sweaters, etc) in case they get misplaced. Items are often left on the playground. If items are found and are not labeled, they are brought to the office for safekeeping.

**How do I get contact information for other families in my child's class?**

A few weeks after school begins, each family will be given a CCK directory that contains a list of contact information by class and an alphabetical list for all families. This directory will include email addresses, phone numbers and addresses.

**How do I get more information about CCK policies and procedures?**

The CCK directory will also include the CCK Parent Handbook. This handbook contains school policies and procedures such as; sick child policies, early pick-up procedures, communication procedures, etc. The Handbook will also be available on the CCK website by September 1<sup>st</sup>. If you have any questions about certain policies or procedures at any time, feel free to contact Kelly Coley ([coleyk@christchurchcharlotte.org](mailto:coleyk@christchurchcharlotte.org)), Head of School, or Meredith Sorrell ([sorrellm@christchurchcharlotte.org](mailto:sorrellm@christchurchcharlotte.org)), Assistant Head of School.

During Parents' Night you will have the opportunity to visit your child's classroom. This will be a chance for teachers to talk about classroom specific policies and procedures.