



# Community Schools



2022-2023

## **CONTACT INFORMATION**

Community Schools Director	520-225-1175	Reem Kievit
Brichta IELC Coordinator	520-225-1100	Maricela Valenzuela
Schumaker IELC Coordinator	520-731-5200	Heather Norbrock
Tuition Preschool Programs	520-731-5205	Andrea Hudson
Before and After Care Programs	520-731-5205	Andrea Hudson
Inclusive Preschool Programs	520-225-1177	Celina Robles
PEEPs Programs	520-225-1177	Celina Robles
TUSD Community Schools Website		<a href="http://central.tusd1/org/preschool">central.tusd1/org/preschool</a>

## PROGRAM LOCATIONS AND CONTACT INFORMATION

### Description of Services and Locations

<p><b>Banks Elementary</b>            3200 S. Lead Flower            (520)731-5205            9:00am – 3:25pm            Tuition Preschool</p>	<p><b>Brichta Infant &amp; Early Learning Center</b>            2110 W. Brichta Dr            (520) 225-1100            7:00am- 6:00pm            Birth to Preschool</p>	<p><b>*Collier Elementary</b>            3900 N. Bear Canyon            (520)731-5205            7:00am-5:30pam            Tuition Preschool and Before/After school</p>	<p><b>Dunham Elementary</b>            9850 E. 29th St.            (520)731-5205            6:00am-6:00pm            Tuition Preschool and Before/After school</p>
<p><b>Gale Elementary</b>            678 S. Gollob Rd            (520)731-5205            6:30am-6:00pm            Before/After School</p>	<p><b>Henry Elementary</b>            650 N. Igo Way            (520)731-5205            6:30am-6:00pm            Tuition Preschool and Before/After school</p>	<p><b>Hudlow Elementary</b>            502 N. Caribe Ave            (520)731-520            1:55pm-6:00pm            After School</p>	<p><b>Kellond Elementary</b>            6606 E Lehigh Dr            (520)731-5205            7:00am-6:00pm            Before/After School</p>

## **MISSION STATEMENT**

The mission of TUSD Community School Programs in partnership with parents and the greater community is to assure every child receives an engaging, developmentally appropriate and rigorous, comprehensive education in an inclusive learning environment.

## **PHILOSOPHY**

Community Schools believes every child:

\*is a unique, complex learner;

*Before and Afterschool Programs*

Students must be enrolled in a TUSD school for after school care during the school year. We serve students kindergarten through fifth grade. Accommodations may be provided for students with special needs who have a current IEP. All required paperwork and fees must be completed and processed before the student can attend the program. Various sites provide summer programming, please contact the Community Education office at (520)731-5205 for more information.

**WITHDRAWAL OR DIS-ENROLLMENT PROCEDURE**

A child may be removed from the program for the following reasons:

- Withdrawal                      Written notice must be provided at least 30 days prior to withdrawal.  
                                         If a child is withdrawn, there will be no refund if monthly tuition has been paid.  
                                         The registration fee and any advance tuition are not refundable.

## **GUIDELINES**

### **TUITION/PAYMENTS**

Tuition is continuous throughout the year (considering the days the school is closed) and guarantees a reservation for your child at the school for the school year designated on the IELC school calendar.

### **HOLIDAYS /**

## **IMMUNIZATION RECORDS**

Community Schools are responsible for validating immunization dates by reviewing your child's immunization record. If the immunization record reveals that established immunization dates have not been fulfilled, your child will be denied admission until the required immunizations are obtained.

## **ILLNESS**

We are committed to providing a healthy environment, promoted through regular hand washing, rest time, and washing toys and tables with sanitizing solutions. However, children will get sick and need to remain at home if presenting any of the following: fever, vomiting, diarrhea, severe coughing, pink eye, head lice, chicken pox, or any other contagious illness. If your child should become sick or injured at school, you will be notified to pick up your child. Contact the front office or site lead, if your child is diagnosed with any communicable diseases such as pink eye, hand foot and mouth, whooping cough, etc., so that in keeping with confidentiality we can share this information with the families of other children in the center. Children must be symptom-free without medication (i.e., not taking medication to suppress symptoms) for at least 24 hours before returning to school.

## **ABSENCE PROCEDURE**

If your child is going to be out of school for any reason, please let the office or site lead know. Note that in all tuition programs, tuition is not adjusted to reflect absences.

## **ACCIDENT/INJURY AND INCIDENT REPORT**

Community Schools believes in communicating all accidents, injuries or incidents that might occur during the school day. In case of a minor injury, such as a scraped knee, splinter, or nosebleed, your child will be treated in accordance with first-aid procedures. An incident report will be available for parents at the time of pick up detailing any incidents that occurred that day. In case of an emergency, a parent or emergency contact will be notified immediately, and authorized medical attention will be given. Information regarding any allergies, medical conditions or special accommodation must be listed on your child's enrollment form.

## **MEDICATION ADMINISTRATION**

A Community School Staff Designee is permitted to dispense medications with parent/guardian authorization. If your child needs medication, you must fill out a medication consent form (available from the front office). All medications (e.g., over-the-counter drugs, inhalers and other prescription drugs, sunscreens) should be furnished by the parent/guardian in the original container and labeled with the child's first and last name, date, name of the medication, dose, time to be taken, and date to be discontinued. Any medications given will be logged in on a chart with the time, date, dose and signature of the staff member who administered it.

## **DENTAL HEALTH**

Dental health is discussed and encouraged as part of the curriculum. IELC and preschool programs participate in the SMILE Matters Dental program.

## **SUNSCREEN/LOTION/DIAPER CREAM/INSECT REPELLENT**

Families need to provide in the original packaging any sunscreen, lotion, diaper cream or insect repellent. A permission form must be signed for staff to apply these items during the school day. All items must be labeled with the child's full name.

## **COMMUNICATION**

Staff will communicate with families in a variety of ways, including in-person contact, written notes, phone calls, email, Procare Electronic Community System and newsletters. Each room has a bulletin board featuring information about the program, weekly lesson plans and upcoming events. Staff may have information to share with you, so we discourage the use of cell phones when dropping off or





**TRANSPORTATION**

Parents are responsible for transporting their child to and from the program. Children with special needs may qualify for transportation according to their individual education plan.

**SCREEN TIME/VIDEOS**

