

# HOBOKEN CATHOLIC ACADEMY

555 7<sup>th</sup> Street

Hoboken, NJ 07030

Tel.: (201) 963-9535 Fax: (201) 963-1256

[www.hobokencatholic.org](http://www.hobokencatholic.org)

## Pre-Kindergarten Program 2008-2009

### Policies and Procedures

- **Program Hours:** Monday – Friday, 8:25 a.m. – 2:45 p.m.  
Children should be toilet trained; no pull-ups.  
Immunization up to date.
- **Uniform:** Children in the Pre-K program may wear their Gym uniform every day or they may wear the regular school uniform. The Pre-K classes must wear their gym uniforms on gym days.. Uniforms should be purchased at Uniformity in Union City or Lobel's in West New York.
- **Morning Arrival:** Parents may bring their Pre-K child directly to the classroom between 8:15 and 8:25 a.m. Please use the 7<sup>th</sup> Street entrance near the Office. **We ask that all parents leave the classroom immediately once you drop off your child** so the teacher can get the children settled and get the day underway without distractions. **Children arriving after 8:25 a.m. will be escorted to the classroom by a member of the school staff.** It is important that your child arrive by 8:25 a.m. Late arrivals are disruptive to the class routine.
- **Snacks:** Please provide your child with a simple, healthy snack each day. No candy, soda or glass containers.
- **Lunch:** Children may bring lunch from home or purchase school lunch. (\$3.75 per day) A monthly lunch calendar/order form is sent home prior to the beginning of each month. Indicate the days you want to purchase lunch and send the lunch calendar back to school with payment. All lunch must be paid for by the Friday prior to the day the lunch is being served.  
  
The Pre-K classes will have lunch at 11:20-11:50 a.m. The children will be assisted by the Pre-K aides and other school staff during their lunch period. Weather permitting, the children will have a chance to go into the schoolyard for some fresh air after they eat lunch.
- **Rest Time:** Children will have a rest period in their classroom after lunch. Please provide a **small** sleeping bag or “nap mat” for your child.
- **Dismissal:** Children in the Pre-K program will be dismissed at 2:45 p.m. You may meet your child by the first door in the schoolyard.
- **Extended Day Program:** Morning Care 7:00-8:00 a.m. \$2.00 per day  
After Care: Dismissal-6:00 p.m. \$4.00 per half hour or part of a half hour
- **Family Envelope:** Notices and letters from the School will be sent home in the Family Envelope every Wednesday. Please remove contents and return the envelope to school each Thursday.  
The school website is: [www.hobokencatholic.org](http://www.hobokencatholic.org)

**PLEASE, PLEASE. PLEASE MAKE SURE ALL YOUR CHILD'S PERSONAL ITEMS ARE LABELED WITH HIS/HER NAME.**