

Ayer Shirley Regional Early Learning Center Parent Handbook

2020-2021



It is the policy of the Ayer Shirley Regional School District not to discriminate on the basis of race, color, religion, sex, gender identity, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, veteran status, or limited English-speaking ability.

TABLE OF CONTENTS

Introduction	2
Ayer Shirley Regional Integrated Preschool Staff	3
Program Description	4
Program Procedures	5
Students with Special Needs	15
Parent Resources	17
Acknowledgement of Handbook	18

Introduction

Welcome to the Ayer Shirley Regional Early Learning Center! We are delighted that you have selected our program as your child's first school-based learning experience. It is always exciting to welcome new and returning families as members of the Ayer Shirley School District learning community.

The Ayer Shirley Regional Little Panthers Preschool Handbook will serve as a resource for the ASRSD Early Learning Center Parents, Staff, Administration, and Community. Procedures and protocols are in alignment with MA Department of Education Guidance, state and federal regulations and the processes of the Ayer Shirley Regional School District relative to the Integrated Preschool Program, Little Panthers Preschool.



Vision Statement

Our vision is to connect, engage, and inspire every student to reach academic excellence. The educators of the Ayer Shirley Regional School District will instill habits of reflection and inquiry that challenge our students to set ambitious academic and personal goals. Students will develop a strong voice to express thoughts and ideas in the community, the confidence to showcase their talents, and academic and personal successes in preparation for entry into college and the world of work.

"THE GOAL OF EARLY CHILDHOOD EDUCATION SHOULD BE TO ACTIVATE THE CHILD'S OWN NATURAL DESIRE TO LEARN."

-Maria Montessori

2020-2021 LITTLE PANTHERS PRESCHOOL STAFF

Integrated Preschool Instructors & Related Service Providers:

Mrs. Melissa Ducharme, Integrated Preschool Teacher, Room 3 Ext 1446

Mrs. Leslie Rice, Integrated Preschool Teacher- Room 4 Ext 1443

Mrs. Kerry Harris, Integrated Preschool Teacher- Room 5 Ext 1457

Kristen Ryan, Autism Specialist Ext 1457

Meghan Wright, ABA Specialist Ext 1457

Lezli Whitehouse, Speech & Language Pathologist Ext 1430

Margaret Saucier, Occupational Therapist Ext 1465

Debra Austin, Physical Therapist Ext 1465

Rachael Fusco, School Psychologist Ext 1275

Integrated Preschool Classroom Paraprofessionals: Mrs. Joyce Hekkala (Room 3), Mrs. Donna Cormier (Room 4), TBD (Room 5)

Administrative Assistants

Doreen Mahoney, Special Education Department, 978-772-8600 x 1480

Gail Januskiewicz, Page Hilltop Office, 978-772-8600 x 1401

Peg Carlson, Page Hilltop Office, 978-772-8600 x 1402

Administrators:

Mary Beth Hamel, Director of Student Services

Office: 117 Washington St., Ayer, MA Phone: 978-772-8600 x1509 Fax: 978-772-1863

E-mail: mbhamel@asrsd.org

Tara Bozek, Director of Special Education

Office: 117 Washington St., Ayer, MA Phone: 978-772-8600 x1407 Fax: 978-772-2299

E-mail: tbozek@asrsd.org

Fred Deppe, Page Hilltop School Principal
Office: 115 Washington St., Ayer, MA Phone: 978-772-8600 x 1400
E-mail: fdeppe@asrsd.org

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Office: 115 Washington St., Ayer, MA Phone: 978-772-8600
E-mail: dlevesque@asrsd.org

PROGRAM DESCRIPTION

The Ayer Shirley Regional Integrated Preschool Program is open to Ayer and Shirley residents with children ages 3-5 is designed to prepare students for entry into kindergarten. The program serves young children with special needs and their typically developing peers in an inclusive early childhood setting.

PROGRAM GOALS

1. To provide a high quality, early learning school-based experience for all children enrolled.
2. To provide a safe and nurturing developmentally appropriate environment for young children, grounded in inclusive practices.
3. To provide an engaging learning environment for young children that fosters curiosity, exploration, creativity, social and emotional growth, and develops school readiness skills for success in the early years of formal schooling.

ANTICIPATED IMPROVED STUDENT OUTCOMES

Sense of self and awareness of the impact of behavior on others
Sense of belonging to a community
Attitude towards learning
Ability to maintain self-control
Ability to communicate effectively
Coordination of small and large muscle movement
Expression of ideas and feelings consistently demonstrated through constructive play, pretend play, and the arts (drama, dance, music, and art)
Independence

CURRICULUM

The Integrated Preschool general education curriculum is based on interdisciplinary units linking key concepts in science, social studies, literacy, math and social emotional learning:

- Me at School
- Living Things

- Multicultural Customs and Traditions
- Seasons of Change
- Our Community
- The Universe
- Pretend/Fantasy
- Animals and Their Habitats
- Growing Season

PROCEDURES

PRESCHOOL ENROLLMENT

The Ayer Shirley Regional School District Preschool Program is open to all children from the age of 3 years to five (5) years of age. Admission is open regardless of sex, race, color, religion, national origin, sexual orientation, gender identity, disability or limited English-speaking identity.

All students attending the Little Panthers Preschool must be registered through the Page Hilltop School office. Once accepted into the program, preschool students become members of the regional school district and are registered in the district's Student Information Management System.

REGISTRATION/ADMISSION

Registration packets are available in the Page Hilltop School main office, in the district office, and online at www.asrsd.org > I want toregister my child for Kindergarten or Preschool.

Registration for the Ayer Shirley Regional School District's programs is ongoing. Families must complete all registration forms, provide documentation as required by the registration process, provide complete and up-to-date medical/health information/form, and your child must complete a preschool screening assessment prior to admission.

The Ayer Shirley Regional School District early childhood registration process will be held in January/February of each year and will remain ongoing until full. An annual information night is held in late winter for new families to gain information about our program and meet the staff. The Director of Student Services, administrators, and preschool staff attend this event to answer any questions/concerns that parents may have.

Admission is NOT based on first come/first served. A lottery will be held if more children apply than there are openings. A waitlist will be kept for the Preschool Program, also based on a lottery, as needed.

TUITION

Tuition is on a pre-pay basis, \$300 per month. A deposit equal to one month's tuition is required at the time of registration to secure preschool placement. All fees are due regardless of program attendance to maintain your child's placement. The expenses of providing a developmentally appropriate program continues daily, whether instruction is offered in the Hybrid or Remote learning model.

Monthly payments are due by the 1st day of the month.

Checks or money orders should be made out to the **Ayer Shirley Regional School District (ASRSD)**. *Parents of children who are eligible for special education services (IEP) should discuss at the time of registration whether or not a tuition fee will be assigned to their child as in a few cases, tuition is assigned (e.g. Speech services only IEP).*

Note- If schools are ordered to close and provide 100% remote instruction, tuition will be reduced during the period of closure by 50% to \$150 per month.

FAMILY INVOLVEMENT & FAMILY ENGAGEMENT

Families are invited to an orientation meeting prior to the start of the school to become familiar with program policies and procedures and are strongly encouraged to participate in school-wide and preschool only family events held throughout the year.

Preschool and Kindergarten Parent Information Sessions are held in January/February. Additional events may include parent workshops, parent conferences or PTO meetings.

Please become an active participant in your child's educational program and share information with the preschool team that will support the healthy development and growth of your child.

PARENT INFORMATION AND COMMUNICATION

The staff will support and share information with the families of preschool students in the following ways:

- Early Childhood website <https://www.asrsd.org/programs/schedule/>
- Surveys for parent input
- Monthly newsletters updating theme activities, birthdays, special events, etc.
- Written progress reports two times per year
- Parent-teacher conferences as noted on the district calendar.
- Handouts may be sent home or articles shared to assist you in your very important role as a parent
- Parent workshops on topics that are key to student success

PARENT/CAREGIVER INVOLVEMENT/VISITING

As parents, you can be the most important influence on your child's development. We encourage your interest, ideas and participation in your child's program. The more we coordinate our efforts, the more likely it will be that your child has a

successful experience.

Please request a phone appointment or online appointment during posted Office Hours for your child's classroom.

VISITORS

Visitors are not allowed inside the school at this time due to the pandemic.

Thank you for your understanding of our health and safety needs.

AUTHORIZATION TO RELEASE CHILD

Your child must be picked up by an adult who is at least 18 years old and listed on your emergency dismissal form. Only those individuals listed as authorized pick-ups are allowed to pick up your child (this person may be asked to show ID.) In order for your child to be released to a person other than parent/legal guardian or authorized pick-up, permission must be given to the teacher in writing. Verbal permission is not enough however, we can accept emails.

AT NO TIME WILL REQUESTS BE ACCEPTED BY PHONE UNLESS IT IS AN EXTREME EMERGENCY.

STUDENT RECORDS

An emergency information record will be maintained to provide easy access to vital information in the event of a medical emergency or unanticipated program emergency. Please select emergency contacts that are available to quickly respond to a call/message from the school.

A student record file will be maintained for each child and kept in a secure place. Records will include the registration documents, anecdotal notes, copies of accident/incident forms, etc. Parents may request to see their child's file at any time. Information will only be released with a written statement signed by the parent/guardian. The only exception will be for information concerning allergies.

PROGRAMS/WEEKLY SCHEDULE

The Little Panthers Preschool Program is a school year program only. The Little Panthers Preschool offers 12.5 hours per week of programming. Due to the pandemic, schools are reopening with several safety precautions in place including reduced class size.

In Phase I of the Hybrid In Person Learning Plan, the Integrated Preschool Program operating hours are determined by cohort:

- Preschool Panther Cohort In-Person on Mondays and Thursdays 9 am-12 pm
- Preschool Pride Cohort In-Person on Tuesdays and Fridays 9am-12 pm
- Additional remote learning opportunities are offered in the afternoons and on Wednesdays

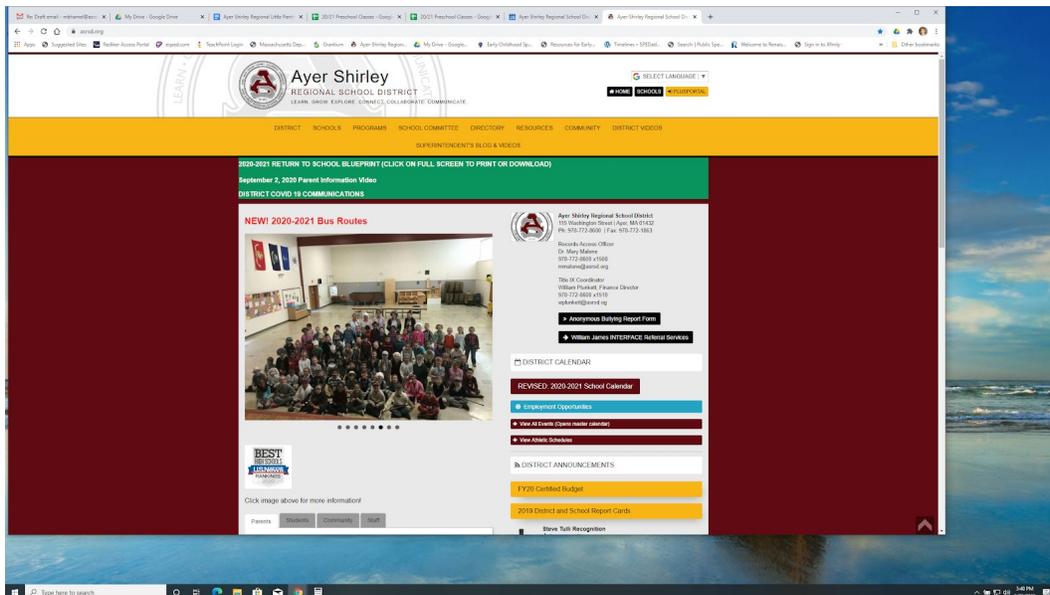
This page will be updated and parents will be notified in writing in advance of any program changes.

Important Dates:

The Ayer Shirley Regional School District Preschool Program will observe the following holidays and will therefore be closed:

- Labor Day
- Columbus Day
- Thanksgiving Day
- Friday after Thanksgiving
- Christmas Day-Christmas school vacation- New Year's Day
- Martin Luther King Day
- President's Day- February school vacation
- Patriot's Day- April school vacation
- Memorial Day

District and school calendars are available on the district website www.asrsd.org.



TRANSPORTATION/PARKING

It is the responsibility of the parents and/or caregivers to provide transportation for their preschool child, unless otherwise stated. At the start of the school year, parents will be notified of the [Preschool Traffic Plan](#).

Administrators and staff will direct you as to any changes in the protocol for arrival and dismissal.

Note- Parents are responsible for all transportation of your child in the event of illness.

ARRIVAL AND DEPARTURE

Arrival - It is important that parents/caregivers arrive on time as a regular start to learning is important. We ask that you notify the staff if there are any changes to your arrival time and that you keep delays to a minimum.

Departure - We would like to request that you pick your child up promptly at the end of the day. A consistent time is required, a pattern of habitual lateness will be addressed by the Director of Student Services.

Late Pick-Up

If a child is chronically picked up late from their scheduled dismissal time, a Director/Parent meeting may result which could include assignment of fees. This protocol will be strictly enforced for a variety of reasons including:

- Restrictions on the number of staff and children in the program at any one time
- Your child benefits from consistent pick-up and drop-off routines
- Your child worries if you're not there when expected

ATTENDANCE POLICY

Attendance is recorded daily. If for any reason a child will not be attending preschool on an In-Person learning day, the parent must call the Page Hilltop School office at 978-772-8600 x 1402.

SCHOOL CANCELLATION/CLOSING

In the event of extreme weather conditions causing unsafe travel conditions or in the event of an unforeseeable condition such as no heat, water, or electricity, "NO SCHOOL NOTICES" will be posted on the district website, an email will be sent to parent contacts, and announcements will be broadcast on the following radio TV stations:

WBZ - Channel 4, WHDH - Channel 7, Fox25 and WCVB - Channel 5.

If school is to be released early due to an emergency, it will be broadcast over the same stations.

Your assistance in not calling the school will be appreciated. The Ayer Shirley Regional School District does utilize a reverse "911" call system to notify parents of any change in school status.

FIRE DRILLS

The signal for a fire drill is the repeated ringing of the fire alarm bell. Quickly, quietly, and in an orderly manner, children will leave the building by routes indicated in each classroom. Silence will be observed so that instructions may be heard. Every person within the school building, must evacuate the building when the fire alarm is sounded. Regular fire drills will be held by the school and the Town of Ayer Fire Department as necessary.

HEALTH CARE PROTOCOLS and PROCEDURES

Health and Safety Precautions to be used daily in Preschool Classrooms due to the Pandemic:

- 1. Frequent Handwashing**
- 2. Wear Masks (children and adults)**
- 3. Practice Social distancing**

SCHOOL NURSE

The school nurse is available during school hours, 8:45 am- 3:15 pm. The health office follows the regulations/guidelines established by the Massachusetts Department of Public Health and Department of Education. The health office also follows the policies/procedures established by the Ayer Shirley Regional School District, local Board of Health, and attending school physician-Dr. Godfrey. Please direct COVID-19 related questions and concerns to the school nurse or nurse leader.

The school nurse is responsible for maintaining confidential health records on all students. The health office provides your child with first aid, illness assessment, and administration of medication, and is available for questions or concerns. If you have any concerns with your child's health which may affect him/her during school hours, please contact the nurse at the health office. With written permission we would be happy to work with you and your doctor. The school nurse provides the Department of Health with school-wide yearly immunization surveys. Where appropriate, parents/guardians of students eligible for programs beyond routine screening are notified in advance.

ILLNESS

Regular attendance at school is extremely important. It is expected that parents/guardians will keep a child at home if she/he shows signs of illness (fever, cough, chills, sore throat, ear ache, etc.).

Rest and recuperation at home speeds recovery, minimizes exposure to other illnesses including COVID-19, and protects others from exposure to illness.

Students should not come to school if they exhibit the following symptoms:

- **Fever:** A child whose fever was treated with Tylenol, etc. should not come to school until the temperature is normal without treatment.
- **Vomiting and/or diarrhea:** A child experiencing vomiting and/or diarrhea should not come to school until the symptoms abate for at least 12 hours. Students should be able to eat and drink normally before returning to school.
- **Disruptive cough/excessive nasal discharge**

- Strep throat (until treated with antibiotics for a full 24 hour period). A sore throat with a fever, swollen glands, headache, stomachache, or rash may indicate strep throat. Consult your child's healthcare provider for evaluation.

- Head or eye injury
- Pain or health problems that have not responded to home treatment. Persistent or frequent headaches should be evaluated by a healthcare provider. Dehydration, fatigue, eye strain and stress are common causes of headaches.

- Rash: Rashes can be a sign of viral illness or allergic reaction to medication, food, plants (poison ivy, poison oak), or chemicals (soaps, detergents). If your child has an unusual/unexplained rash, a rash producing a discharge, or a rash associated with a fever, s/he should be kept home until the rash is diagnosed and treated by a healthcare provider

- Lice: Students may return to school following proper treatment and head check by School Nurse.

- Antibiotic Treatment: In the event that your child is placed on antibiotic treatment, s/he may return to school twenty-four hours after medication has started.

- This list is a guideline and is not all-inclusive.

Please contact the school nurse at 978 772-8600 (Page Hilltop x 1406) if your child has tested positive for COVID-19 or been diagnosed with strep throat, head lice, or similar communicable disease so that appropriate notification can be made to parents/guardians. All such information will be kept in strict confidence.

The school nurse reserves the right to dismiss a student who, in her professional opinion, is contagious or too ill to remain at school.

FIRST AID

Treatment will be administered for minor injuries during the school day. In the event that a student becomes seriously injured, the parent/guardian is notified immediately. If the parent/guardian cannot be reached in an emergency, a person designated on the child's emergency card will be notified. If needed, the child will be transported to the nearest hospital.

ACCIDENT

In the case of an accident, the school nurse or staff will administer first aid/CPR as trained. Parents will be notified of all accidents. An Accident/Incident log is kept in writing. If your child is more seriously injured, the Ayer or Shirley Fire Departments will be notified and your child transported by ambulance to the Deaconess/Nashoba Hospital. A staff member will accompany your child to the hospital (if needed). It is of utmost importance that parents/guardians complete all medical information on the registration forms so that in the case of an emergency staff know the wishes of the parents and have ready access to medical personnel.

MANDATED REPORTING

All staff of the Ayer Shirley Regional School District are mandated reporters (51A) of any suspected child abuse/neglect of a child or children in their care. In the event of a suspected case, the staff will keep a log, in writing, with dates, time and specific concerns on the child. This includes any verbal information that a child may disclose as well as any clearly visible signs of marks or bruising. Please call the school if you have any questions about this state mandate.

TOILETING

While we know that many preschool-aged children are toilet trained, we understand that some children will require assistance with toileting. Bear in mind that time spent in toileting takes time away from learning and play. With that in mind, we strongly encourage that families consistently work with their preschool-aged child in becoming successful in 'toileting'. If your child is still going through the toilet training process, parents/guardians **MUST SUPPLY ALL MATERIALS FOR THE ENTIRE PRESCHOOL DAY.** This includes pull ups, wipes, training pants, extra changes of clothing, etc. We will send home any soiled clothing in plastic bags for you to clean and return with your child. All staff will take universal precautions and wear sterile gloves when assisting a child, changing pull ups or handling soiled clothing. All staff and children will also use antibacterial soap at the time of toileting and changing tables if needed will be sanitized between uses.

CLOTHING

Please dress your child in comfortable clothing that allows movement and is easy for the child to manage. Children should come dressed appropriately for outside play. Boots, mittens, hats, coats/snowsuits will be needed through the winter and early spring.

Please label all outerwear with your child's full name to avoid confusion or loss.

It is requested that parents send in a complete set of seasonably appropriate clothes for their child including: underwear, socks, pants and a shirt. Please label the set of clothes with your child's name and place them into a Ziploc freezer bag, also labeled with your child's name and delivered to school on the first day. This clothing will be kept at school in case of an accident or spill.

SHAPING BEHAVIOR

Staff utilize positive reinforcement and many direct instructional strategies to assist children in developing socially acceptable behavior (please see examples listed below). With the goal of supporting the student to learn how to independently manage and control behavior, children demonstrating inappropriate behavior will be reminded in a calm manner that their behavior is not acceptable and will be redirected to a more appropriate activity. If problem behaviors continue, the staff will communicate with parents/guardians to find positive means to assist the child in improving their behavior.

Examples:

- layout/organization of activity centers and toys
- consistent but flexible schedule/routines and expectations
- utilize simple and concrete language
- set developmentally appropriate rules and boundaries
- give choices
- model appropriate behavior
- encourage independence
- provide redirection

- praise appropriate behavior
- provide alerts prior to major changes, transitions, etc.

SHARING/TOYS

Bringing in personal toys belongings on a regular basis to school is not allowed this year. Our classrooms are equipped with many toys and activities. Please be reminded that toy weapons, action figures, as well as any pointed or sharp objects are not appropriate for school.

SNACK

Children attending the Ayer Shirley Regional School District Early Childhood Preschool programs need to bring a nutritious snack and beverage (s) each day. The ASRSD Wellness Policy requires this snack to be nutritious (i.e. fruit, juice, crackers and peanut butter, yogurt, raisins, cheese, sandwich). Please do not send in soda or candy or any class containers.

Food allergies and any dietary restrictions must be brought to the attention of the staff

This information will be posted and all who work with the children will be informed.

BIRTHDAYS

Birthdays are a very special occasion for young children. Every child's birthday can be celebrated here at school. Please check with your child's teacher to best determine how to safely recognize the birthday child on their special day

VISITORS

Visitors are not allowed inside the school at this time due to the pandemic.

Thank you for your understanding of our health and safety needs.

VOLUNTARY WITHDRAWAL FROM THE PROGRAM

If for any reason a child will no longer attend the Ayer Shirley Regional School District's early childhood programs, parents must **notify the school in writing** of their decision. Included in the letter should be the child's **name, parent name, address, reason for withdrawal and final date of attendance**. Unless notified, we will assume the child is still enrolled and tuition will be charged with payment expected.

TERMINATION POLICY

Termination of preschool services will be determined by the following guidelines:

- **Chronic tardiness:** If after several warnings, a parent/guardian is continually late in picking up your child, a meeting will be arranged with the Director/Principal to discuss the reasons.
- Termination will result, if no reasonable solution can be reached.
- In the unlikely event that a child is unable to adjust to the Ayer Shirley Regional School District's program, becomes a chronic disruption to the program, or is a danger to him/herself or the other children in the program, a meeting will be arranged to discuss possible solutions. Termination may result, if no reasonable solution can be reached.
- **Non-payment of tuition/fees:** The Director/Principal will meet with parents/guardians to discuss the non-payment issues. A reasonable payment plan will be arranged as an option. Failure to follow the payment plan will result in termination.
- If the program is determined not to meet the needs of a child and of the family by the Director/Principal staff and parents, a meeting will be arranged to determine the best solution (including need for referral services). Termination will result, if no reasonable solution can be found.

INFORMATION FOR FAMILIES OF STUDENTS with SPECIAL NEEDS

At any time if you or the staff have any concerns about your child's development, the Ayer Shirley Regional School District Special Education Department policies and referral process will be followed. The staff has a complete set of the forms and policies available at any time. In addition, referrals may be made to an outside agency for reasons including, but not limited to: parent support, behavior management, developmental concerns, health and/or safety issues. A meeting is always conducted with the parents, staff and principal/director to discuss the child's concerns and develop possible strategies to address them. The staff works directly with the parents all through a referral process and is an active partner in the team process. We are here to be an advocate for and support your child. Confidentiality is key in any and all meetings.

Referral for Special Education

Referral for Initial Evaluation A student may be referred for an evaluation by a parent or any person in a care-giving or professional position concerned with the student's development.

All interventions, instructional practices and accommodations should be documented in the Rti process if the referral for special education has been put forward by the school district. Rti can also be implemented in conjunction with a referral for evaluation.

Once a formal referral for evaluation has been expressed either in writing or orally by a parent or other person in a care giving capacity, the school district may not delay the provision of said evaluation. The district must promptly and without delay send notice and seek permission to conduct an initial evaluation for special education eligibility. The school district has five (5) school working days from receipt of referral to send the parent the evaluation consent form for their signature and consent. Parent consent for evaluation must be obtained before initiating the evaluation.

Referral Process

School Based Referral

Once the Special Education or Student-Teacher Assistance Team (STAT) Team has determined that all efforts have been made to follow the District Curriculum Accommodation Plan (DCAP) in meeting the needs of the student, the STAT Team may refer the student for evaluation in order to determine special education eligibility. Documentation of this referral must be included in the student record.

Parent Referral

A parent (including foster parent, guardian, an individual with whom the child lives, or an individual legally responsible for the child's welfare) may refer a student at any time for an initial evaluation to determine eligibility for special education. This referral may be made either orally, in writing or online using our Child Find Referral Form. Upon receipt of parent referral, the school district has five (5) school working days to provide the parent with an evaluation consent form.

All referrals must be given directly to the Special Education Department to begin the process. Parents are contacted to clarify concerns and help develop the evaluation plan in all areas of suspected disability.

Once the referral has been made, the district has an obligation to notify the parent in writing within five school working days of the referral and provide them with an evaluation consent form. The following materials should be included in this mailing:

- An N1 (Notice of Proposal), answering all six questions
- Evaluation Consent Form

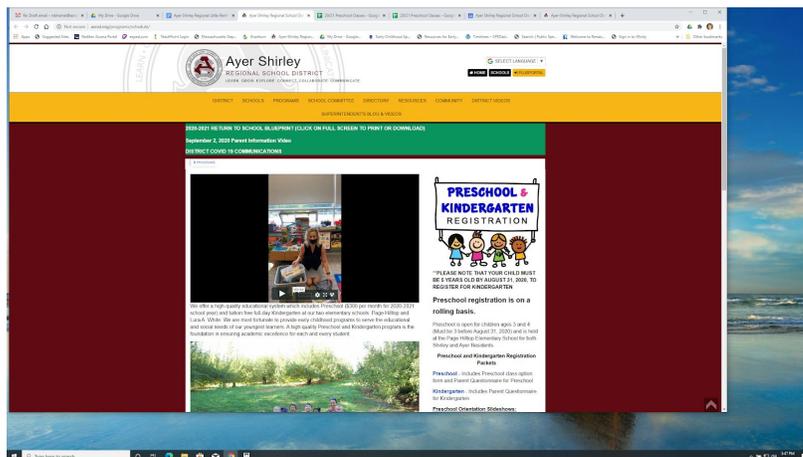
NOTE: No testing / evaluations should begin prior to receiving the evaluation consent form back with a check indicating consent and a parent signature. Verbal consent is not applicable.

The state laws and regulations have established timelines that all school districts must adhere to in the special education eligibility process. Once a referral is made by a parent or by the Special Education Team or Student-Teacher Assistance Team (STAT) Team, it is necessary to follow the guidelines set out by the state laws and regulations.

Timeline Requirements

The district has thirty (30) school days from receipt of parent consent, to conduct all required assessments, and an additional fifteen school days to convene a TEAM and determine whether or not the student is eligible for special education. The total timeline is forty-five school working days.

PARENT RESOURCES



Early Childhood Program webpage

<https://www.asrsd.org/programs/schedule/>

Ayer Shirley Regional School District website link:

<http://www.asrsd.org>

Footsteps2Brilliance Free Early Literacy Resource for any Ayer or Shirley resident

www.myf2b.com/iz

MA Curriculum Frameworks (available as a free pdf download)

<http://www.doe.mass.edu/frameworks/current.html>

DESE website link:

<http://www.doe.mass.edu/sped/prb/>

Translated IEP Forms & Notices

DESE website link:

<http://www.doe.mass.edu/sped/iep/tforms.html>

The Family Education and Privacy Act (FERPA)

<https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.htm>

ACKNOWLEDGEMENT OF HANDBOOK

Please sign and return this page to your child's teacher.

I have read and understand the information contained within the 2020-2021 Ayer Shirley Regional Integrated Preschool Program Parent Handbook.

Parent Name:

Child's Name:

Child's Teacher:

Parent and/or Guardian Signature _____

Date: