



TRINITY
SCHOOL FOR CHILDREN
O'DEA CENTER
FOR EARLY CHILDHOOD DEVELOPMENT

EARLY CHILDHOOD STUDENT PACKET DOCUMENTS

2017-2018

ALL of these documents are also available online at www.trinitysfc.org under Quick Links, Important Documents.

This file includes all of the policy documents that are listed on the Student Packet Signature Form (distributed at the EC Brunch). They are due on the first day of school.

Signing and returning the Student Packet Signature Form indicates that you have read, agree to, and understand the policies outlined in the documents.

Forms distributed at EC Brunch:

- Student Packet Signature Form
- EC Parent Handbook

Documents to review and sign off on your Signature Form:

- EC Parent Handbook
- EC Student Packet Documents
 - Credo and Mission
 - Parent Agreement
 - Value Statement
 - Research Driven School Statement
 - KidCheck Registration
 - “Know Your Child Care Facility” Brochure
 - “The Flu” A Guide For Parents

Documents to review, print, sign and submit to the classroom teacher on the first day of school:

- Student Packet Signature Form
- Parent Hour Agreement
- Promotional Media Release
- EC Food and Nutrition Policy
- EC Food Related Activities



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OUR CREDO

What potentialities in human beings – children, teachers and ourselves – do we want to see develop?

- *A zest for living that comes from taking in the world with all five senses alert*
- *Lively intellectual curiosities that turn the world into an exciting laboratory and keep one ever a learner*
- *Flexibility when confronted with change and ability to relinquish patterns that no longer fit the present*
- *The courage to work, unafraid and efficiently, in a world of new needs, new problems and new ideas*
- *Gentleness combined with justice in passing judgments on other human beings*
- *Sensitivity, not only to the external formal rights of the “other fellow” but to him as another human being seeking a good life through his own standards*
- *A striving to live democratically, in and out of school, as the best way to advance our concept of democracy*

Our credo demands ethical standards as well as scientific attitudes. Our work is based on faith that human beings can improve the society they have created.

Lucy Sprague Mitchell
Founder of Bank Street, College of Education, 1916
Adopted by Trinity School for Children, 1999

OUR MISSION

The mission of Trinity School for Children is to “*create a zest for lifelong learning through the developmental-interaction approach based on the Bank Street College of Education Philosophy.*” This mission is achieved through the collaborative efforts of students, parents, faculty and the civic environment creating a mutual respect for each other. In order to implement this mission, the founders of Trinity School for Children sought the State of Florida’s Charter School movement as the vehicle to achieve their goal. Trinity School for Children empowers children and their families to take charge of their education and directly apply it to their own family systems and cultures.

Trinity School for Children’s emphasis is on child development and individual learning styles from the early years through the early teen years.

- We understand that the emotional life of children is inseparable from their learning, interest and motivation.
- We strive to create and sustain a loving and nurturing community experience for children fostering their spiritual, intellectual, social, emotional and physical growth.
- We believe that this philosophy will help strengthen the ability for children to grow and become moral and ethical leaders in the greater community.



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Parent Agreement

2017-2018

Congratulations and thank you for choosing Trinity School for Children's Early Childhood Program!

Faculty, students and families have worked hard to establish our school as a high quality institution of learning. We are proud of our accomplishments and know that you and your family will contribute to our continued success.

Students will:

- Learn and abide by all school rules, routines and procedures.
- Arrive in a timely manner every day, prepared with necessary items (ex. water bottle properly labeled).
- Follow the dress code and uniform requirements established by the school.
- Actively contribute to a positive, safe and cooperative school environment.

Parents and family members will:

- Be aware of and abide by all school rules, routines and procedures, including those stated in the parent handbook.
- Be aware of and abide by all transportation rules, routines and procedures.
- Turn in updated health records regularly and/or when requested.
- Timely complete permission slips, sign student planners daily, complete Ages & Stages Questionnaires, and attend Teacher/Parent conferences.
- Assure that students arrive on time every day; prepared with necessary items.
- Assure that students follow the dress code and uniform requirements established by the school.
- Communicate with school personnel in a timely and civil manner.
- Provide accurate and up-to-date contact information.
- Actively contribute to a positive, safe and cooperative school environment.

Failure on the part of the student or parents and family members to abide by these agreements may result in the revocation of student placement.



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Value Statement

Trinity School for Children teaches and expects from our students and families support for the following value statements:

- Respect for oneself and for other people is an essential human ethic.
- Honesty and integrity are important elements of the total commitment and both these qualities will be encouraged and expected.
- Excessive emphasis on materialism and possessions creates a false sense of worth and can distract and misdirect effective learning and understanding.
- Abuse of oneself and others with substances or by destructive behavior is nonproductive and prevents the full potential of the human spirit to be nurtured.

Parents and guardians are the primary educators in teaching these values. Trinity School for Children supports you in your role through our teaching and our policies. Trinity School for Children expects parents to discuss these values with their children.



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Research Driven School Statement

A research driven school is one that follows a model of [experiential education](#) and has a connection to a college or university. Trinity School for Children meets these requirements through our partnerships with the University of Tampa, University of South Florida, and St. Petersburg College.

As a student at our school your child may have one or more of the following experiences:

- Interaction with College of Education interns assigned to his/her classroom and supervised by both a university and Trinity faculty
- Participation in research which seeks to gain greater understandings of child development, student achievement, children as learners, the learning environment, etc.
- Exposure to university faculty and/or students observing in our classrooms.



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KidCheck is a secure children's check-in system that enhances our security system and simplifies the check-in process. KidCheck helps ensure no one can pick up your child without your consent. More information about KidCheck can be found at www.kidcheck.com.

Key Benefits

- Easily create and update a list of who can (and cannot) pick up your children
- Upload photos of children and guardians for added security
- Provide medical and allergy information and alerts
- Speedy check-in/check-out, simply input your 10 digit phone number
- KidCheck is web-based, so you can create and access your account from anywhere
- Receive text message notifications when your child is checked-in and checked-out

Account Setup Instructions

Signing up for KidCheck is easy and free for families. Each family **must** create an account before the first day of school. Only create **ONE** account. You can add as many guardians and people authorized to pick-up your child as you'd like within your **ONE** account.

1. Visit www.gokidcheck.com or download the KidCheck app on an iOS or Android device.
2. Select the link to create a free KidCheck account.
3. Fill in the requested fields, and agree to the terms of use
4. Only create **ONE** account.

Adding Children and Guardians

1. Locate the "Kids" tab. Select the link to add a new child, and input your child's information and upload photos. Select the save button when you are done.
2. Locate the "Guardians" tab. This is where you will input additional guardians whom you would like to be able to pick up the children you've listed. Add their information and upload photos. Remember to click save when you are done.
3. People authorized to pick-up your child must also be listed on the emergency card.

Your child's emergency card will continue to be your primary source of contact information.

For any technical questions, please email the Trinity IT Staff at ITStaff@trinitysfc.com, or contact KidCheck tech support at 855-543-2432 or support@kidcheck.com.



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Parent Hour Agreement 2017-2018

I (We) understand that Trinity School for Children requires participation by the parent(s) in the ongoing, overall operations of the school.

I (We) understand that for the Bank Street philosophy of education to be effective, teachers, administration, students and parents of Trinity School for Children must volunteer time and talent and work together to build a loving, welcoming community in which the students will grow in all areas.

I (We) understand that a minimum of 5 parent hours will be required of each family enrolled at Trinity School for Children.

I (We) understand that it is my (our) responsibility to enter parent hours into the school's Parent Hour Website and track my parent hours. Total hours for the school year must be completed and submitted by May 18, 2018. Hours accrued after May 18th and throughout the summer will be applied toward the service hour requirement for the upcoming school year.

I (We) understand that non-compliance with this policy may result in a hearing before the School Board and/or Disciplinary Committee and my child's placement being rescinded.

I (We) agree to contribute the required number of parent hours each enrollment year to Trinity School for Children and understand all terms of the Parent Hour Agreement.

Student Name

Teacher

Parent/Guardian Name

Date

Parent/Guardian Signature



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Promotional/Media Release

2017-2018

During the school year, Trinity School for Children may reproduce or participate in videotape, motion picture or still photograph productions that involve the use of students' names, likenesses or voices. Such productions may be used for educational or exhibition purposes by Trinity School for Children and may be copied, copyrighted, edited and distributed by Trinity School for Children.

News media, including representatives of school publications, television, radio, newspapers, magazines, and websites may be permitted on school property and may take notes, still photos, sound recordings and/or moving pictures that may include your child. These items may appear or be used in news or feature stories by print, television, radio media, websites, or other media production.

You have the right to give permission or deny permission to the use of your child's name, picture or voice in these productions and may do so by checking your preference on the form below and returning it to the school office. If you have any questions, please contact the office at 813-874-2402. Please return this form promptly.

Student's Name	Age	Teacher
_____	_____	_____

- I/We **GIVE PERMISSION** to the use of the name, portrait or other likeness of my/our child for news releases, media and promotional activities by Trinity School for Children.
- I/We **DENY PERMISSION** to the use of the name, portrait or other likeness of my/our child for news releases, media and promotional activities by Trinity School for Children.

This consent/objection is subject to renewal at the beginning of each school year. If at any time you wish to change this form, please ask for one in the main office.

Family Name (printed)

Signature of Parent/Guardian

Date

Signature of Parent/Guardian



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Early Childhood
Food and Nutrition Policy

MEALTIMES

Trinity School for Children offers a morning and an afternoon snack to children, ages 18 months and older, to supplement food served at home so that the children's daily nutritional needs are met. The "USDA My Plate" is used to determine the serving size for children 18 months of age and older.

Lunch is either brought from home or purchased by the family through Wholesome Tummies.

All meals and snacks are provided by the family for children under the age of 18 months for health and safety reasons.

BREAST MILK, INFANT FORMULA AND FOOD

- Formula must be maintained in accordance with the manufacturers' recommendations.
- Prepared bottles will immediately be placed in the refrigerator and used within 48 hours.
- A bottle may be warmed only ONCE. A warmed bottle cannot be returned to the refrigerator or re-warmed.
- All breast milk and formula remaining in bottles after feeding must be discarded within one hour.
- Previously opened baby food jars cannot be brought to school.
- All bottles and sippy cups must be returned home daily.

FIRST AND LAST NAMES

All bottles (for formula, breast milk, or water) and sippy cups **MUST** be labeled with the child's first **AND** last name.

Student Name: _____		Age: _____	
I agree to provide the following meals and/or snacks to meet my child's nutritional and dietary needs:			
_____ Breakfast	_____ Lunch	_____ Dinner	_____ Formula/Breast Milk
		_____ Snacks (children under 18 months)	
_____ Family Name (printed)		_____ Signature of Parent/Guardian	
_____ Date		_____ Signature of Parent/Guardian	



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Early Childhood *Food Related Activities*

It is essential that our children have a wide variety of experiences to facilitate their development. Our credo, written by Lucy Sprague Mitchell, reinforces our belief that it is essential to develop a “zest for learning that comes from taking in the world with all five senses alert.”

With that being said, some of our activities include baking, taste testing, exploring textures, and/or trying new foods. We may also celebrate special occasions by serving snacks and/or treats.

It is important for you to be aware of what your child is offered to eat while at school. Therefore, all of our activities involving food are planned ahead of time so that we can keep you informed. You must make arrangements with your child’s teacher if you plan to bring in a snack for the class.

Student Name: _____

Age: _____

Teacher: _____

Room: _____

- I/We **GIVE PERMISSION** for my/our child to participate in food related activities as planned for by the classroom teacher.
- I/We **DENY PERMISSION** for my/our child to participate in food related activities as planned for by the classroom teacher.

Family Name (printed)

Signature of Parent/Guardian

Date

Signature of Parent/Guardian