

Wilco Area Career Center Preschool



WILCO PRESCHOOL has been established in conjunction with the WILCO Area Career Center. The purpose of the career center is to offer high school students the training necessary for employment upon completion of a selected program. Our program, Early Childhood Education, is designed to train high school students in observing and learning about the environment of early childhood education. With the assistance and supervision of the preschool director and other teachers, the students will plan activities and lessons to promote the intellectual, physical, social-emotional, and language development of your child.

WILCO PRESCHOOL offers various morning as well as an all-day program. A registration fee and tuition are charged. The fees are used for school and snack supplies, equipment, and various activities throughout the year. Students in the All Day Programs will need to bring a boxed lunch and sleeping bag.

REGISTRATION FEE Due by: All program choices require a \$100 registration fee due by May 24th to reserve your spot.

PROGRAM CHOICES:

Monday, Tuesday, Wednesday, Thursday & Friday-Mornings 8:00-11:00 a.m. = \$1,350.00/school year including registration fee* Tuition may be paid in (9) monthly payments of \$150 each or paid in full on or before the first day of school, in which the tuition would be \$1,250.00.

Monday, Wednesday, Friday Mornings-8:00-11:00 a.m. = \$900.00/school year including registration fee*Tuition may be paid in (9) monthly payments of \$100.00 each or paid in full on or before the first day of school, in which the tuition would be \$800.00.

Tuesday, Thursday-Mornings 8:00-11:00 a.m. = \$675.00/school year including registration fee* Tuition may be paid in (9) monthly payments of \$75.00 each or paid in full on or before the first day of school, in which tuition would be \$575.00.

Monday, Tuesday, Wednesday, Thursday & Friday-Full Day 8:00-2:00 p.m. = \$2,700.00/school year including registration fee* Tuition may be paid in (9) monthly payments of \$300 each or paid in full on or before the first day of school, in which the tuition would be \$2,600.00.

Monday, Wednesday, Friday-Full Day 8:00-2:00 p.m. = \$1,450.00/school year including registration fee*Tuition may be paid in (9) monthly payments of \$200.00 each or paid in full on or before the first day of school, in which the tuition would be \$1,350.00.

Tuesday, Thursday-Full Day 8:00-2:00 p.m. = \$1,000.00/school year including registration fee* Tuition may be paid in (9) monthly payments of \$150.00 each or paid in full on or before the first day of school, in which tuition would be \$900.00.

LATE PICK UP FEE: Late pick up fee of \$33.00 will be charged if the child is picked up more than 15 minutes late.

LATE PAYMENT FEE: Wilco will charge a \$25.00/month late payment fee for payments received after the 15th of month.

AGES: 3, 4 and 5 years old (must be potty trained)

PRE-K INSTRUCTOR: Mrs. Stephanie Perella

SCAN QR TO REGISTER

E-MAIL: sperella@wilcoacc.org

LOCATION: 500 WILCO BOULEVARD · ROMEOVILLE, IL 60446-9529 815-838-6941

FAX: 815-838-1163



Preschool Student Registration Checklist

The following items are required for Preschool Registration:

1.	☐ Completed registration packet and \$100.00 registration fee.
2.	 □ Any existing legal custody, divorce decree, or guardianship documents • If there are any legal documents pertaining to the custody of the student, you must provide a copy
3.	☐ Physical must be dated on or after January 1, 2024.
4.	 □ Current immunizations must be noted on the physical. (see Health Examination and Immunization Requirements) • Students without a physical examination who have a list of <i>currently required immunizations</i> will not be allowed to start on the first day of school.
5.	 □ Payment of Fees • Either payment in full at time of registration or confirmation of payment plan through Wilco Area Career Center Business Services Office.

Supply List

	Quantity	Item
□	1 box	Kleenex Tissue
□	1 box	Crayons 24 count
□	1 (4 pack)	Play dough
□	1 package	Glue Stick
□		Change of clothing in plastic bag to stay at school (socks, underwear, shirt, pants)
		Please label all clothing with child's name and replace as the seasons change

^{*}Your child's teacher may have an additional list for you at the meet and greet. That list will contain other school supplies *Supplies "run out" during the school year. Please check with your child periodically to see if any need replacing **

Parent Agreement

I give my permission for the enrollment of my child,, in the Wilco Area Career Center Preschool and I agree the Wilco Preschool will not be responsible in case of sickness
or injury of my child while in attendance at the preschool. I further understand that I am fully
responsible for providing transportation for my child to and from the center.
I give my permission for my child to be photographed for school projects and activities that the preschool and/or the career center may conduct. This includes Wilco publications, displays, videos, Wilco's website, or articles placed in the newspaper.
I give my permission for my child to participate in the daily snack which is provided by the preschool, high school students, and/or parents. I will notify the preschool of any food allergies my child has.
I also understand the Wilco Preschool is not responsible for loss or damage to my child's belongings or property.
I agree to pay a monthly fee at the beginning of each month and will carry out the rules and regulations of the Wilco Area Career Center Preschool.
I further agree that in case of an accident or injury to my child, in the preschool or on the school grounds, emergency medical care may be given in the event that I cannot be contacted immediately.
Date
X
Parent/Guardian Signature

PRESCHOOL POLICIES

ILLNESS

If your child is unable to attend class, please let us know the reason so that we may keep accurate records.

Please keep your child home if he/she shows signs of illness. This will safeguard the health of your child and the health of the others.

If your child becomes ill in school, he/she will be isolated from the other children. You will be notified immediately so that you can plan for pick up as soon as possible.

If your child develops a communicable disease, please let us know at once so that we may alert the other parents.

EMERGENCY CANCELLATION OF SCHOOL

In extreme weather emergencies, notification concerning cancellation of classes, School Messenger will be utilized to notify families of school closures. Also, information will be posted on the Wilco website www.wilco.k12.il.us.

TUITION AND FEES

Registration fee is non-refundable.

The registration fee is not applied toward September tuition.

Tuition payments are due on the first of each month. A \$25.00 late fee will be added to a payment made after the 15th of the month. If payment is not received in full by the end of the month, the student will not be permitted to attend preschool until the payment is brought current; previous and current month's payment must be made for the student to be reinstated.

Tuition payments will remain the same each month regardless of school cancellations, teacher institutes, family vacations or holidays.

Late Fee of \$33.00 will be assessed for failure to pick up your child by 2:15 p.m.

Tuition may be paid online at www.wilco.k12.il.us Go to Online payments/Preschool. Visa or MasterCard are accepted.

Checks should be made payable to WILCO Area Career Center.

Wilco Preschool Goals

FOR THE CHILDREN'S INTELLECTUAL DEVELOPMENT:

To expand the children's basic concepts; to encourage their interest in learning with a variety of teaching methods; to increase the children's curiosity about their world; to help them solve various problems; to help them develop basic skills which will be helpful in their future school years; to improve their visual and auditory perception; to increase their imagination and verbal skills by encouraging them to tell stories and interpret pictures; to challenge their thinking with many new ideas.

FOR THE CHILDREN'S SOCIAL-EMOTIONAL DEVELOPMENT:

To help the children get along with others by developing a feeling of security in group situations; to understand themselves and to relate to others; to encourage successful social habits, self-control, consideration for others, sharing, fairness, and good manners. To provide the children with many opportunities for success; to value their ideas; to teach them to value themselves; to help them feel they belong to the group; to set reasonable limits and rules to follow; to provide many opportunities to express their feelings through art, music, talking, and moving; to promote a positive relationship with the other children and teachers; to accept their emotions with criticism; to strengthen their abilities in storytelling, painting, coloring, eye-hand coordination, perception, left to right progression, talking and movement so they feel a sense of pride; to maintain flexibility in the daily lesson that will meet the children's needs.

FOR THE CHILDREN'S PHYSICAL DEVELOPMENT:

To provide opportunities for the children to develop their bodies by using both large and small muscles; to develop the children's awareness of how their bodies move; to learn the names of their body parts; to develop coordination in hopping, skipping, galloping, jumping; to develop a sense of balance and rhythm; to promote overall good health and physical fitness.

FOR THE CHILDREN'S LANGUAGE DEVELOPMENT:

To provide opportunities to improve communication skills; to expand their vocabularies by learning new words and meanings; to use complex sentence structures; to understand correct word order; to begin to recognize written words and realize they convey meaning.

Medication Authorization Form

- 1. Authorized Wilco Area Career Center personnel will administer medication during the school day only when it is absolutely necessary for a student's critical health and well-being. All medications, which include both PRESCRIPTION DRUGS and OVER-THE-COUNTER, to be taken during the school day will only be administered after the parent/guardian, and physician, Advanced Practice Nurse, or Physician Assistant completes the Wilco Area Career Center "Medication Authorization Form". The form is available from the building administration team in the Main Office. This form must be filled out at the beginning of each school year or when a new medication is to be given.
- 2. The first dosage of medication should not be given at school in case the student suffers an allergic or other adverse reaction.
- 3. Prescription Medication must be brought to school by a parent/guardian and must be in the original pharmaceutical container labeled with the student's name, name of medication, the exact dosage and all pertinent instructions. Over-the-Counter medication must be brought to school by a parent/guardian in its original unopened / sealed container with the student's name affixed to the container. If it is absolutely impossible for parents to bring the medication to school, we ask that students, upon their immediate arrival to school, turn the medication into the health office in a sealed envelope. Unused medication should be picked up by parent/guardian at the end of each school year. If the parent/guardian does not pick up the medication by the last day of school, the building administrative team will dispose of and document that medications were discarded. Medications will be discarded in the presence of a witness.
- 4. Medication will be stored in the school in a safe place. The student must come to the school's main office for his/her medicine. The school will strive to assist students to remember to come to the office to take his/her medication.
- 5. Students are prohibited from keeping any kind of medication in their possession while at school, except where a student is authorized to self-administer an epinephrine auto-injector (EpiPen®), diabetic care supplies, pancreatic enzymes, or asthma medication. Students must have the Emergency Medication Hold Harmless and Indemnity Form signed by their parents/guardian and physicians to keep their inhalers, diabetic care supplies, or epinephrine auto-injectors with them in school. In case of emergency or loss of these items, we recommend that these students also keep an additional inhaler, diabetic care supplies, or epinephrine auto-injector in the health office.
- 6. Acknowledging that occasionally a medication must be administered during the school day, a registered professional nurse, if available, shall administer the medication. If a nurse is unavailable, a building administrator or another staff member who volunteers may either:
 - a. Supervise the self-administration of the medication; or
 - b. Administer the medication himself/herself.
- 7. Medications will generally not be administered to students during field trips or other school-sponsored activities located away from the customary site of storage of the medication. In these situations, medication will only be administered to a student if absolutely necessary for the critical health and well-being of the student as documented in a student's individualized health care plan or Emergency Allergy Action Plan. Medication to be administered in these situations must be sent to school by a parent/guardian, in a pharmaceutical container labeled with the student's name, name of medication, dosage and all pertinent instructions. The administration protocol will be determined by the Wilco administrative staff.

Wilco Area Career Center and its employees and agents are to incur no liability, except for willful and wanton conduct, as a result of any injury arising from the administration or self-administration of medication pursuant to these procedures.

	Stu	ıdent Inf	ormation	
Name:			DOB:	
	Pare	ent Phone	e Numbers	
Home Phone:	V	Work Phone	::	Emergency Phone:
I hereby request that W drug(s) order by	ilco Area Career Ce			
Physician's Phone RE (OUIRED:			
Enter each medicatio		t below. Use	e an additional form if mo	re than 4 medications are needed.
LICENSED PRESCRIBER'S	ORDER FOR MEDICA	ATION #1		Only enter one of these
Drug:	Dosage:		Time given or Frequency	7:
Side effects:	Diagnosis:		Start Date:	End Date:
Physician's Signature:				
LICENSED PRESCRIBER'S	ORDER FOR MEDICA	ATION #2	On	ly enter one of these
Drug:	Dosage:		Time given or Frequenc	
Side effects:	Diagnosis:		Start Date:	End Date:
Physician's Signature:				
LICENSED PRESCRIBER'S	ODDED FOR MEDICA	TION #2	0	ly enter one of these
Drug:	Dosage:	TION #3	Time given or Frequence	
Side effects:	Diagnosis:		Start Date:	End Date:
Physician's Signature:		1		
<u> </u>	The physician's signature (All orders will exp		EED on each medication lot 1 st if no end date is spec	
×			X	

Received by Nurse

Signature Parent/Guardian

HEALTH EXAMINATION & IMMUNIZATION REQUIREMENTS

Wilco Area Career Center welcomes you and your child as he/she begins preschool!

The Illinois School Code Sec 27-8 requires all incoming preschool students to have a health/physical examination with the required immunizations completed prior to the first day of school. **Incoming preschool students must use the State of Illinois Certificate of Child Health Examination form**

Immunizations must include:

Diphtheria/Pertussis/Tetanus (DPT/DTAP) – Four (4) doses, three doses by 1 year of age & one additional booster by 2_{nd} Birthday

Polio (OPV/IPV) – Three (3) doses. Two doses by 1 year of age. One more dose by 2nd birthday

Measles/Mumps/Rubella (MMR) – One (1) dose on or after the 1st birthday

Varicella – One (1) dose on or after 1st birthday or a statement from physician verifying disease

Hemophilus influenzae type b (HIB)--per the ACIP HIB vaccination schedule

Pneumococcal Conjugate Vaccine (PCV) – per the ACIP PCV vaccination schedule

Hepatitis B – Three (3) doses. Third dose must have been administered on or after 6 months of age

Dates of **ALL** immunizations must be verified by a physician or healthcare provider. The Student Information (top of page 1) and Health History sections (top of page 2) must be fully completed and signed by the parent/legal guardian. The Physical Examination Requirements section (bottom of page 2) must be fully completed and signed by the physician, APN or PA, including the lead risk questionnaire and diabetes screening for all students in preschool.

If you have any questions, or your child has any specific health care needs such as diabetes, allergies, asthma, seizure disorder or medication that needs to be taken at school, please contact Mrs. Stephanie Perella (815) 838-6941 ext. 1031.

Please complete and return all original forms to Mrs. Stephanie Perella. All paperwork is due to Wilco Area Career Center by **August 1**_{st}. Students not in compliance by the first day of school will be excluded from school until the required documentation is submitted to Mrs. Stephanie Perella.



State of Illinois Certificate of Child Health Examination

Student's Name								Birth Da	ite		Sex	R	ace/Ethni	city	Sch	ool/Grad	e Level/I	D#
Last	First				Middle			Month/Da	v/Year									
Address Street City ZIP Code Parent/Guardian Telephone# Home Work IMMUNIZATIONS: To be completed by health care provider. The mo/da/yr for every dose administered is required. If a specific vaccine is medically																		
contraindicated, a separate written statement must be attached by the health care provider responsible for completing the health examination																		
explaining the medical reason for the contraindication.																		
REQUIRED		DOSE 1			DOSE 2	:		DOSE 3	0 (i	1	DOSE 4		T	DOSE 5	5		DOSE 6	
Vaccine / Dose	Month	Day	Year	Month	Day	Year	Month	Day	Year	Month	Day	Year	Month	Day	Year	Month	Day	Year
DTP or DTaP																		
Tdap; Td or	□ Tdap	□Td	□DT	☐ Tdap	□Td	□DT	□ Tdap	□Td	□DT	☐ Tdap	□Td		☐ Tdap	□Td	□DT	☐ Tdap	□Td	□DT
Pediatric DT (Check specific type)													1					
(Check specific type)		V 0	OPV	□IPV		OPV		V 0	OPV		/ 🗆 🤇)DV		V 🗆	OPV	□ IPV	/ 0/	OPV
Polio (Check specific type)	ПП		Jr v	пп	v Ц	OFV	l ur	V 0.	Jr v)P V		V	OFV		v 🗀 (JP V
Hib Haemophilus influenza type b																		
Pneumococcal Conjugate																		
Hepatitis B																		
										Comm	ente:							
Measles, Mumps, Rubella	MMR Measles, Mumps, Rubella Comments:																	
Varicella (Chickenpox)																		
Meningococcal conjugate (MCV4)																		
RECOMMENDED, BUT	NOT	PEOIII	DED V	occine /	Doco													
Hepatitis A	1,011	LLQUI	CDD 71	leeme /	Dosc													
HPV																		
Influenza																		
Other: Specify any																		
immunizations				-														
administered and dates																		
Health care provider (MI If adding dates to the above											immuı	nizatio	on histor	y must	sign bel	ow.		
Signature			,	,	1		,	Ti						Date				
Signature								Ti	20					Date				
ALTERNATIVE PROOF	OFIN	IMIINI	TV					11	iic.					Date				
				R) ie al	lowed s	when w	rified b	v nhvei	cian an	d sunna	ted wit	h lab	confirm	ation	Attach	conv of	lah ros	nlt
1. Clinical diagnosis (measles, mumps, hepatitis B) is allowed when verified by physician and supported with lab confirmation. *MEASLES (Rubeola) **MUMPS HEPATITIS B VARICELLA																		
2. History of varicella (ch Person signing below ve documentation of disease	rifies th		ase is ac			ified by				school h	ealth pi				fficial.	Day such hist	ory as	
Date of Disease			Signatu	re									1	Title Title				
3. Laboratory Evidence o	f Immu				Measles	s *	□Mı	ımps **	[Rubell	a		Varicella		Attach	copy of	lab resi	ılt.
*All measles cases diagno	sed on	or after	July 1, 2	2002, mu	ist be co	onfirme	d by lab	oratory (evidence	ē.								
** All mumps cases diagno																		
Completion of Alternatives 1 or 3 MUST be accompanied by Labs & Physician Signature: Physician Statements of Immunity MUST be submitted to IDPH for review.											_							

Certificates of Religious Exemption to Immunizations or Physician Medical Statements of Medical Contraindication Are Reviewed and *Maintained* by the School Authority.

Page 2 of 2

Last	First		Middle	Birth Da	te Month/Day/Year	Sex	School		Grade Level/ ID
HEALTH HISTORY		TO BE CO	MPLETED AND SIGN	ALT US AND				BY HE	EALTH CARE PROVIDE
ALLERGIES Yes Lis	t:				MEDICATION (List all prescribed or taken on a regular basis.)	Yes List	:		
Diagnosis of asthma?		Yes N			Loss of function of			No	
Child wakes during night coug	hing?		No.		organs? (eye/ear/ki	dney/testicie		_	
Birth defects?			10		Hospitalizations? When? What for?		Yes [No	
Developmental delay?			No.					_	
Blood disorders? Hemophilia, Sickle Cell, Other? Explain.		∐Yes ∐!	No.		Surgery? (List all.) When? What for?		Yes [No	
Diabetes?		Yes N	lo lo	Serious injury or ill	lness?				
Head injury/Concussion/Passe	d out?	Yes N	10	TB skin test positiv	e (past/prese		f yes, refer to local health partment.		
Seizures? What are they like?		Yes N	Yes No			present)? *	No	partinent.	
Heart problem/Shortness of bro	eath?	Yes N	10		Tobacco use (type,	frequency)?			
Heart murmur/High blood pres	sure?	Yes N	No.		Alcohol/Drug use?	8			
Dizziness or chest pain with ex		Yes N			Family history of s		Yes Yes	No	
					before age 50? (Car	use?)			
Eye/Vision problems? No			Last exam by eye doctor		Dental Braces	s Bridg	e Plate	Other	
Other concerns? (crossed eye, drooping	tids, squinting		Io		Information may be sh	ared with app	ropriate personnel	for health :	and educational purposes.
Ear/Hearing problems?					Parent/Guardian		, Paramiter		2007-700-1
Bone/Joint problem/injury/sco		Yes N			Signature				Date
PHYSICAL EXAMINAT					o be completed	by MD/DO			
HEAD CIRCUMFERENCE		MATROSIN BA	HEIGHT		VEIGHT		BMI		B/P
DIABETES SCREENING (-			Yes		ny two of the		_	nily History Yes No
			stance (hypertension, dyslipiden	100 100 00	1000	157		No	At Risk Yes No
LEAD RISK QUESTION	NAIRE		ildren age 6 months through of Blood test required if resides i				operated day ca	re, presc	nooi, nursery school and/or
Questionnaire Administe	red?	Yes No I	Blood Test Indicated?	Yes N	lo Blood Test	Date		Resu	ılt
No test needed Test Skin Test: Date Re	ad	/ /	es or those exposed to adults in hi	Negative	e mm		v.cdc.gov/tb/public	ations/fac	lsheets/testing/TB_testing.htm.
Blood Test: Date Re	portea	/ /	Result: Positive	Negative	e Value	-			
LAB TESTS (Recommen		Date	Results				Da	ate	Results
Hemoglobin or Hematocrit					Sickle Cell (when)			
Urinalysis					Developmental S	Screening T	Cool		
SYSTEM REVIEW	Normal	Comments/Follo	ow-up/Needs			Norma	l Comments/	Follow-	up/Needs
Skin					Endocrine				
Ears			12 0 12 10		Gastrointestinal				
Eyes			Screening Result:		Genito-Urinary				LMP
			Screening Result:			-	-		Lim
Nose				_	Neurological	_			
Throat					Musculoskeletal				
Mouth/Dental					Spinal Exam				
Cardiovascular/HTN]	Nutritional statu	18			
Respiratory			Diagnosis of A	Asthma	Mental Health				
Currently Prescribed Astl Quick-relief r		ation: (e.g. Short Acting B	eta Agonist)		Other				
Controller me	dication (e	g. inhaled corticost	eroid)						
NEEDS/MODIFICATIO	NS require	ed in the school setti	ng	1	DIETARY Nee	ds/Restrictio	on		
SPECIAL INSTRUCTIO	NS/DEV	ICES e.g. safety	glasses, glass eye, chest prote	ector for arrh	ythmia, pacemaker	, prosthetic o	device, dental br	idge, fals	se teeth, athletic support/cup
MENTAL HEALTH/OTI				out this stude	.n.t?				PRO 12
			e the school should know abo		_				
- 11	s student's	health with school of	r school health personnel, ch	neck title:	Nurse	Teach		Counselo	
EMERGENCY ACTION	s student's needed w	health with school o	r school health personnel, ch	neck title:	Nurse				
EMERGENCY ACTION Yes No If Yes, plea On the basis of the examination	needed was described on this da	health with school of hile at school due to y, I approve this chi	or school health personnel, ch o child's health condition (e.g.	neck title:	Nurse sthma, insect sting, (If No or Mo	food, peanu	at allergy, bleedi	ng proble	em, diabetes, heart problem)?
EMERGENCY ACTION Yes No If Yes, plea	needed was described on this da	health with school of hile at school due to	or school health personnel, ch o child's health condition (e.g.	neck title:	Nurse sthma, insect sting,	food, peanu	at allergy, bleedi	ng proble	
EMERGENCY ACTION Yes No If Yes, plea On the basis of the examination	needed was described on this da	health with school of hile at school due to y, I approve this chi	or school health personnel, ch o child's health condition (e.g.	neck title:	Nurse sthma, insect sting, (If No or Mo	food, peanu	at allergy, bleedi	ng proble	em, diabetes, heart problem)?