

Dear Parents,

PREP classes for grades 1-6 will be held from 4:15 to 5:30 on Tuesday afternoons. Children should not be dropped at the school entrance before before 4:00 PM as I cannot always be down by the office by then. Please try to have your child **on time** for class. I know that schedules can be difficult but it can be very disruptive to the teacher and other students to have children coming in late.

Your child needs to bring his/her book with him/her each week. No pencils or pens are needed.

At some time during the week please review with your child what was covered in class. We only have your child for 1 hour and 15 minutes a week, so your reinforcement of the lesson is needed. This year your child we be receiving a chapter review that they will need to complete for the following week. Please review the lesson and go over the chapter review with them. There is also a parent involvement activity in each chapter and I encourage you to read this with your child. There is also a website, Sadlier.com where your child can find reviews, puzzles, etc... for each chapter and unit.

The registration fee will be \$175.00 for one child and \$100.00 for each additional child. All payments are due by the beginning of October. Please put your payment in an envelope with your family name and child/children names and grades on it. Make checks payable to **St. John Neumann PREP**.

On the first day of class, you will be receiving a calendar for the year. Please keep it in a safe place. If there is ever a reason to change the schedule I will notify you in writing via your child's folder and also by email. Sacramental dates will be sent home separately.

You are also receiving a re-registration paper with your child's information. Please fill it in, sign it and return it next week. If you have more than one child, please fill in a **separate** paper for each child. Make sure your email address is correct. If you wish to add an additional email address please note it on the re-registration paper. In case of a middle of the day decision to close I will make it by 1:00 PM. This will be sent in a email blast to all.

At the end of PREP class children will come out of the front door. Please come and get your child in the coned area and walk them to the car. Some parents are waving their children to their cars and the children are running through traffic. **THIS IS A DANGEROUS SITUATION.** If you prefer to park on the Highland Lane side of school, you still need to come and get your children. **A reminder for cars that are parked in the lot to only park in marked spaces.**

If for some reason your child will be absent, please email your child's teacher to let them know. I will send a follow up email with the teacher's email addresses. If your child is absent, please go over the next lesson with your child. They will still be expected to do the chapter review the

following week. According to diocesan policy a child is allowed only two absences during the PREP year in order to move on to the following grade.

If you have any questions please don't hesitate to e-mail me at debbie.andes@scjnschool.org or call the school office and leave a message. (610-525-3266)

Thank you,

Mrs. Deborah Andes
PREP Coordinator