

NORTH OLMSTED CITY SCHOOLS



Early Childhood Parent Handbook

2020-2021

North Olmsted Early Childhood Program
Spruce Primary School
28590 Windsor Drive
440-588-5430

The North Olmsted Early Childhood Staff
welcomes you to our program, feel free to contact us at:

Jacquelyn Kelly, Supervisor of Pupil Services	440-588-5335
Mary Kay McDade, Spruce Principal	440-588-5432
Jill Marie Zawada, School Psychologist	440-588-5425
Rosemary Seeley, Preschool Registration Secretary	440-588-5338

Teachers

Michelle Smith	440-588-5426
Kelly Rower	440-588-5425
Terese Medves	440-588-5438
Joseph McCrone	440-588-5439

Itinerant Teacher

Deidre Allan 440-588-5427

Related Services

Speech Language Pathologist

Kris Hawke 440-588-5427

Occupational Therapist

Jennifer Reynolds jennifer.reynolds@nocseagles.org

Physical Therapist

Kathleen Finnan Kathleen.Finnan@nocseagles.org

Important Numbers

Attendance- 440-588-5430

Transportation-440-588-5328



North Olmsted City Schools

Mission Statement

A partnership of students, staff, parents, and community dedicated to excellence – to ensure all students learn skills and knowledge to thrive in their future education and work, by providing superior educators, programs and services, and expectations which maximize each student's abilities and aspirations.

North Olmsted Early Childhood Program Philosophy

To provide an early language and literacy enriched preschool program in which all students are provided high quality instruction to capitalize upon individual strengths and cultivate all areas of development in a naturalistic, early childhood setting.

We believe that learning is enhanced by the opportunity provided to all children to interact with their environment and others. The following assumptions founded through the works of Piaget, Erikson, Maslow, Kohlbert and Katz are emphasized.

- ❑ Children learn best when activities are developmentally and individually appropriate
- ❑ Children acquire the appreciation of differences in society through the interactions with diverse groups of children and adults
- ❑ Children learn best through play, exploration and discovery
- ❑ The inter-relationships between the child, family and community form the core of preschool planning
- ❑ Children need to have their basic needs met in order to fully develop their potential
- ❑ Children learn best when they are in an environment that provides an appropriate level of support

- Children need to learn effective social skills

We further believe that preschool programming should encompass and integrate all aspects of a child's development including:

- Self – help/independence
- Cognitive development
- Sensory – motor development
- Aesthetic awareness
- Communication development
- Social/emotional development

Collaborative efforts between home, school, agencies and community enhance the preschool environment experience, and together they assist in preparing children for their next learning environment according to their own unique needs. These efforts must support skills in decision – making, self – confidence, problem – solving and acceptance of self and others.

The North Olmsted Early Childhood Program Goals

Our Preschool program will provide opportunities to:

1. Acquire self – help skills needed for independent living
2. Explore art, music, literature and movement
3. Assist in the development of pre – academic problem – solving and critical thinking skills
4. Promote the development of communications skills
5. Develop sensory – motor skills
6. Encourage the child in developing appropriate social/emotional capabilities

Preschool Program Description

In order to meet the diverse needs of each child, we offer a continuum of services including center based, itinerant, and a typically developing peer program. Classroom sizes vary depending on student needs.

The Center Based Classrooms

These specialized classrooms are located in the Spruce and Forest Elementary buildings. There is a highly qualified teacher and two trained educational aides in each classroom which include both children on IEP's and typical peer models. The classroom operates with a play- based language rich preschool curriculum that is adapted to meet the individual needs of each child and his or her IEP (Individualized Education Plan). Opportunities for integration are provided for the benefit of all children. The classroom sessions are held four days per week on Monday through Thursday for two and a half hours daily. Students may attend a morning session or an afternoon session. Children who receive speech, occupational, vision, hearing or physical therapy receive therapy during class time in the classroom or in a separate location in the building.

Itinerant /Community Based Services

In order for the child to receive community based services, an IEP team decision is made indicating how the child's needs will be addressed. Delivery of special education services takes place within district boundaries. The services are provided by an itinerant early childhood intervention specialist. The intervention specialist addresses the child's and family's needs by consulting with preschool teachers, day care professionals, and parents within the child's environment. In a preschool or home setting, the interventionist may work directly with the child, as well as consult to meet the child's needs. Children receiving community based services may have other necessary services scheduled such as speech/language, occupational, or physical therapy depending on their individual needs.

Parent involvement is a key component to the success of the program and is a valued part of our preschool program. Parents will have the opportunity to schedule a conference at least twice annually in order to provide information regarding the development of your child. Teachers and parents maintain communication through phone calls and written correspondence. Family services such as consultation and home visits are routinely scheduled on Fridays or other mutually arranged times. Visitors (and referrals) to the North Olmsted City Schools Early Childhood Program are welcome.

Peer Models

Peer Models are typically- developing children four to five years old, selected to participate within the preschool program. While benefitting from the preschool experience, these children provide peer interaction and social motivation and language communication role- models for the identified preschoolers with a disability. Because all children learn not only from adults, but also from watching and interacting with other children, peer models are an integral part of our preschool program. Peer relationships are important for the social, communicative, and cognitive development of every child. The skills that our models need to demonstrate include:

- Good language and communication skills demonstrated by talking with peers and adults
- Verbally communicates wants and needs
- Appropriate social and play skills
- Takes turns and shares
- Use pretend play
- Is toilet- trained
- Tries new activities
- Transitions between activities, when directed by adult
- Participates in adult directed activities
- Displays age-appropriate self-control
- Separates from parents

To become a peer model, parents can call Pupil Services at 440-588-5333 to place their child on the waitlist when their child turns 3. A peer screening will take place in the spring, Pupil Services will

reach out to the families on the waitlist to set up a time for the screening to assess if each child can demonstrate the above skills.

To provide quality services to our preschool children, it is necessary to charge families of our peer role models a tuition fee that will assist in the ongoing cost of the program along with the purchasing of consumable items used in our preschool environment, which includes snacks, art supplies and special events.

Families of peer models must provide their own transportation.

Preschool Family Communication/Collaborative Activities

Newsletter:

A monthly newsletter will be sent home to provide families with information about themes, activities, special events and announcements. The newsletter may also include ideas for family activities.

Parent/Teacher Conferences:

Parent/Teacher conferences are scheduled in November and May.

Family Services:

While a preschool child may be in school for ten hours per week, the great majority of his/her week is spent in the home environment. The child's learning experiences can be greatly enhanced when parents and staff work together to support the child's development.

The classroom teacher and individual parents/families will have the opportunity to collaborate in their child's progress and needs. Collaboration activities will vary and may include consultation, home visits, informational meetings, etc. These activities are mutually planned and arranged by parents and teacher. Activities and topics could include: learning opportunities at home and in the community, your child's adjustment and school progress and sound-emotional development.

Classroom Participation:

Parents are encouraged to attend classroom parties, graduation ceremonies, and school open houses or family event nights. When presented with the opportunity, parents are also encouraged to engage with the program by signing up to volunteer as parent helpers in the classroom. Any parent who would like to volunteer in the classroom to share a talent or skills with the children is welcome.

Special Days:

If, on the day near your child's birthday, you would like to bring in or send in a **birthday treat that is a non-food item**, please feel free to do so. **Due to various special diets and allergies of the students, we do not welcome food treats.** Please contact the teacher to make arrangements.

Parent Comment/Complaint Procedures:

Communication is always the key to a successful learning experience. Communication should always begin with the parent and the teacher. Should a situation arise where consensus cannot be reached then administrative avenues may be pursued.

North Olmsted City Schools

Early Childhood Program Daily Schedule

9:00 AM – 11:30 AM Half Day

12:10 PM – 2:40 PM Half Day

The children have the opportunity to interact with other three, four and five year old children. These opportunities are arranged for maximum socialization and communication.

The certified Speech and Language Pathologist, Occupational Therapist, Physical Therapist, Teachers of the Visually Impaired, Orientation and Mobility Specialists, Hearing Itinerant Teachers and Audiologists will provide related Services, for students eligible for those services. School Psychologist and Supervisor Services are provided as needed for the purposes of assessment and program development.

Arrival and Play:

- ❖ A time for greetings, practicing dressing, and taking responsibility for possessions...then social play in environment

Large Motor Times:

- ❖ A time for indoor/outdoor (weather permitting) activities and developing large motor abilities such as strength, endurance, coordination and motor planning

Large Group Time:

- ❖ A time to function as a member of a group by attending to stories, conversation and participating in songs and discussion

Small Group Time:

- ❖ A time to work on a wide variety of fine motor, social, communications and cognitive skills through arts, crafts, cooking, puzzles, building, wood working, clay, etc. which are aligned with the Early Learning content standards

Free Play:

- ❖ A time for children to explore and utilize the prepared materials in the environment, to engage in social play, develop self image and social skills, to communicate wants, ideas, and feelings, to problem solve, and utilize materials creatively

North Olmsted City Schools

The North Olmsted Early Childhood Program Procedures

Dismissal Procedures:

Unless otherwise notified, in writing, children are expected to be transported home by the means established between parent and school. Any change in dismissal procedure, such as picking up a child during or after school, should be stated in writing to the child's teacher. If another person is picking up your child, a note of authorization signed by a parent or guardian should be presented to the teacher. **In cases of emergency, please call:**

Spruce School

440-588-5430

Drills:

Fire drills are held monthly to assure safe evacuation from buildings. Tornado and lock down (intruder) drills are also scheduled throughout the year. Every effort is made to teach your child to remain calm and follow proper drill procedures/ evacuation techniques from the building.

Food Services:

Please inform us of any food that your child cannot eat. A variety healthy foods will be presented as snacks and children will be encouraged (not forced) to try new foods.

School Nurse:

A nurse is available or on call during the hours the preschool programs are in session.

Snack/Activity Fees:

Snack Fee is \$50.00 per school year and is due by September 15th of each school year. For students enrolling after January 31st, the Snack Fee will be \$25.00.

Activity Fee is \$15.00 per school year and is due by September 15th of each school year.

If your child has a special diet or allergy, you can send in snacks for your child and the snack fee can be waived.

Please make checks payable to **North Olmsted City Schools** and give them to the **office secretary**.

Snow days/Severe Weather:

When North Olmsted City Schools are closed, the North Olmsted Early Childhood Program will also be closed.

Teacher Phone Calls:

Please feel free to contact the Preschool staff during the following times:

8:15 AM – 8:30 AM or 2:40 PM – 3:00 PM

Admissions Policy:

The North Olmsted Early Childhood Program will provide services for children ages 3-5 with identified developmental delays or developmental disabilities using the evaluation and determination procedures as outlined by Ohio Model Policies and Procedures for preschool aged children.

Peer models will be chosen after North Olmsted City Schools conducts a peer screener when the child turns 3. Families interested in the program may apply when their child turns 3 by calling Pupil Services at 440-588-5333. Parents will be notified of admission by April. There will be no more than 8 peers in each class with a total enrollment of preschoolers with disabilities and peers not to exceed 16 per class.

Registration Procedures:

Registration instructions will be provided to all parents in the program. Registration and all necessary forms will need to be completed before attendance in the program can begin.

Withdrawal Procedures:

The North Olmsted City School System strives to be accurate and thorough in tracking student residency, attendance and enrollment status. As such, parents are asked to notify the classroom teacher and the school office in the event that they need to withdraw their children from the North Olmsted Early Childhood Program.

Parent Access to Preschool

If parents need access to their child or would like to observe their child's preschool classroom, please contact your child's teacher to make arrangements for your classroom visit. When entering the building, please sign in at the Main Office and obtain a Visitor's Pass.

***Please Note:** Non – custodial parent(s) visits need to be arranged through the custodial parent and preschool staff. We are requesting you grant permission in writing for these visits.

Grievance Procedure:

The North Olmsted Early Childhood Program encourages open communication. If a parent feels he/she has a justifiable grievance or complaint, the following procedures should be followed:

Local Level:

1. Discuss grievance with the parties involved.
2. If a satisfactory solution cannot be agreed upon, the parent should discuss the grievance with the Building Principal.
3. The parent may contact or file a written grievance with the Director of Pupil Services, Title 1X Compliance Officer. The Director will then conference with the parent(s) and if applicable, with the child's education team to resolve any issue(s) that have arisen.
4. The parent's final appeal may be made to the Superintendent of North Olmsted City Schools, who has ultimate responsibility for the effective execution of the state funded program.

The states most recent written compliance report shall remain posted near the program license. Parents may obtain a copy of the Inspection report by contacting your child's teacher. Concerns, complaints, and /or violations, can be made directly to the Ohio Department of Education: Office of Early Learning and School Readiness at (614) 466-0224.

Transitioning Into or Out of North Olmsted Early Childhood Preschool Program:

Our preschool staff wants to guarantee that your child's preschool experience is positive. In order to achieve this goal, our staff plan intentional transition activities to help every student to be successful. Examples of some of these transition activities includes a yearly orientation prior to the school year starting, an annual Kindergarten Information Night to prepare for entering kindergarten, social events throughout the year and a spring graduation for children graduating preschool and their families. We will also create an individualized transition plan for your child upon entrance and/or departure from the program which will include strategies to assure a smooth transition. This transition process is initiated by your child's teacher and the timeline for dictated by the nature of the transition. Typically, when preparing for transition to kindergarten, the teacher initiates conversation and planning in November the year before the child is age-eligible to enter kindergarten at Parent-Teacher conferences. Conversation and meetings continue throughout the remainder of the year until placement decisions are finalized in the spring. Specific transition activities are initiated by the teacher.

Program Options:

The North Olmsted Early Childhood Program is currently able to serve a total of 57 children with disabilities and up to 49 peer role models. Based upon IEP placement determination, or when the program is filled or at family preference, a preschool teacher will provide itinerant services to identified preschoolers with disabilities in the family home or at other licensed facilities within the boundary of North Olmsted

Developmental Screenings and Referrals:

The North Olmsted City School District believes in the importance of childhood development. For more information on typical development, please refer to the following: 3 years old:

www.cdc.gov/ncbddd/actearly/pdf/checklists/checklists_3yr.pdf 4 years old:

www.cdc.gov/ncbddd/actearly/pdf/checklists/checklists_4yr.pdf 5 years old:

www.cdc.gov/ncbddd/actearly/pdf/checklists/checklists_5yr.pdf

The North Olmsted Early Childhood Preschool Program screens every child each school year in the areas of communication, cognitive, social-emotional/behavior, and motor skills within 60 school days of the child's start date with the program. Your child's screening results will be shared with you. If a concern arises about your child's development, you will be notified of the concern and a referral to appropriate community resources will be made if appropriate. Referrals may include, but are not limited to, physicians, mental health agencies, or school staff responsible for Child Find activities.

Your child will need for your child's file: (MEDICALS ARE TO BE UPDATED YEARLY)

- Parent Permission to be included on class roster
- Medical within 30 days of admission and every 13 months, thereafter for preschool.
- Name, address and phone number of each parent
- Name, address and phone number of two parents to contact in an emergency if parent cannot be located.
- Name of persons to whom child may be released
- Parent authorization for emergency transportation
- List of allergies/treatments
- Immunizations records on file

- Physician/dentist written instruction and authorization to administer medication
- List of any medication, food supplements, modified diets, fluorides supplements being administered
- Medication instructions and log, if applicable
- List of chronic physical problems and complete medical history
- Physician/dentist name, address and phone
- Emergency Authorization form

PLEASE MAKE SURE YOU HAVE PROVIDED YOUR CHILD'S TEACHER THE CURRENT UPDATED MEDICAL FORMS FOR YOUR CHILD EACH PRESCHOOL YEAR.

Parents will need to provide for their child:

- Change of clothing
- Proper outside clothing for the weather

Community Resources:

The North Olmsted Early Childhood Program strives to support our students and families. If you should ever need referral or information on services outside of the school setting, please do not hesitate to contact your child's teacher or the preschool school psychologist. Your request will be handled in a confidential manner. Some of our local resources are listed below:

North Olmsted City Schools Early Childhood Program

http://www.northolmstedschools.org/northolmstedearlychildhoodprogram_home.aspx

Connecting for Kids

(Nonprofit educational and resource agency for families concerned about childhood development)

440-250-5563

Email: info@connectingforkids.org

North Olmsted Public Library

(Programming for students with special needs and general information assistance)

440-777-6211

<https://www.cuyahogalibrary.org/Branches/North-Olmsted.aspx>

Cuyahoga County Board of Developmental Disabilities

(Early intervention services for children with developmental delays)

(216)241-823

<http://www.cuyahogabdd.org/en-US/Early-Childhood-Services.aspx>

Management of Communicable Diseases

In order to protect the health and safety of students, staff and the community at large, the North Olmsted Board of Education follows all state statutes and Cuyahoga County Board of Health communicable disease guidelines.

Health Screening & Referral Process:

The North Olmsted Early Childhood Program requires that all preschoolers have a yearly physical exam that includes height, weight, vision, hearing, lead, hemoglobin & immunizations on file in the school office. They also require a yearly dental exam. Current child medical and dental statement expire one year from the date of the exam appointment date. Your pediatrician and dentist can provide these screenings/exams. The preschool program will review your child's physical & dental forms once they have been received and contact you if there is any missing information. Without current and proper documentation of these medical requirements on file in the school office, students may be excluded from attendance. The program also screens each child's vision and hearing annually. You will be informed if there are any concern regarding your child's screenings within 90 days. If these screening red flags any concerns you may be referred to an outside agency that can best meet your child's needs.

Management of Illness during the School Day:

- Should your child become ill while at school, we will isolate him/her from the rest of the children and make him/her as comfortable as possible. We will contact you to pick your child up from school as soon as possible. If someone other than the custodial parent/guardian will be picking up a child, staff members will need to see identification of the person picking up your child and prior notice in writing of your permission to release your child to that person.
- A temperature over 100 degrees Fahrenheit is considered a fever. Your child is required to remain home for 24 hours after his/her temperature returns to normal.
- If your child is being tested for strep throat, he/she should not be sent to school while the result of their throat culture is pending. If short and long cultures are performed, your child should remain home until the results of both cultures are known. Your child will not be able to reenter the classroom until 24 hours after their first dose of medication.

If your child is ill when at home, **PLEASE DO NOT** send him/her to school.
Please call if your child will not be attending school.

Spruce School

440-588-5430

Symptoms of Illness:

Your child will be removed from the classroom and sent home if any of the following symptoms of illness develop during the school day:

- Diarrhea (more than one abnormally loose stool within a twenty-four-hour period;
- Severe coughing, causing the child to become red or blue in the face or to make a whooping sound;
- Difficult or rapid breathing;

- Yellowish skin or eyes;
- Conjunctivitis;
- Temperature of one hundred degrees Fahrenheit or higher taken by the auxiliary method when in combination with other signs of illness;
- Undiagnosed/untreated skin rash and/or lesions;
- Unusually dark urine and/or grey or white stool;
- Stiff neck; or
- Evidence of head lice scabies, or other parasitic infestation

If your child has any of the following signs or symptoms of illness they will be immediately isolated from other children. Decisions regarding whether the child should be discharged immediately or at some other time during the day shall be determined by the Principal and the parent or guardian. The child, while isolated at the program, shall be carefully watched for symptoms listed above as well as the following:

- Unusual spots or rashes;
- Sore throat or difficulty in swallowing;
- Elevated temperature; or
- Vomiting.

Children that have a mild illness, are kept within sight of an adult at all times and are observed carefully to make sure that they do not get worse or are uncomfortable. The parent will immediately be notified. We follow the Control Communicable Disease Guidelines designed by the Cuyahoga County Board of Health.

Children who have fevers, diarrhea, and/or vomiting should not return to school until 24 hours after their last episode.

**North Olmsted City Schools
Preschool Supply List
2020-2021**

All students need at the start of school the following supplies:

1. A complete set of clothing to keep at school: (Underwear, socks, shirt, pants). Please label all clothing items and place in a large zip lock bag with your child's name on it.
2. For children who are preschoolers with disabilities - Pull ups or diapers and two boxes of wipes for any child who needs them to start the year.
3. One **large** book bag – we recommend a bag large enough to hold a folder and art projects that come home daily. Please **do not** send a book bag with **wheels**.
4. \$50.00 snack fee for the entire school year is due by September 15th. Checks are to be made payable to The North Olmsted City Schools. *For students enrolling after January 31st, the Snack Fee will be \$25.00.*
5. \$15.00 activity fee is due by September 15th. Checks are to be made out to The North Olmsted City Schools. One check can be written for both School and snack fees.
6. Building specific supply lists will be posted on the **website** and mailed to families.
www.northolmstedschools.org.

North Olmsted City Schools

Preschool Behavior Management/Discipline Policy

Our goal is to guide each child to develop self- control and be responsible for their own actions.

We...

- Practice proactive discipline by recognizing the developmental characteristics and needs of individual children and incorporating them in program and activity development. By being proactive, most concerns can be prevented by redirecting a child to a more appropriate activity.
- Provide a variety of choices of activities
- Clear, concise and age appropriate expectations that are reviewed on a regular basis
- State expectations and directions in a positive manner of the behavior the staff want to see demonstrated.
- Use words and tone of voice that helps the child feel confident and self-assured through positive reinforcement.
- Teach children to label their feelings and provide tools or outlets for releasing feelings of tension
- Parents will be notified if inappropriate behaviors continue or behaviors are unsafe to the child

If behavior continues to be inappropriate, it may be necessary to remove a child from the group or area for a limited time out, defined as no more than one minute for each year of age. If inappropriate behaviors become frequent, form a pattern, and/or become severe, the supervising adult will communicate with the parents.

Preschool Classroom Rules

- Be polite-use please, thank you and kind words
- Hands and feet to yourself
- Quiet voices
- Use walking feet in the classroom and around the building
- Raise your hand to share at circle

Ohio Dept. of Education

Preschool Licensing Rules Compliance Checklist

In order for our program to be in compliance with the Ohio Department of Education the following information must be included in this handbook: Preschool Compliance Checklist

PS 37 10-A A preschool staff member in charge of a child or a group of children shall be responsible for their discipline.

PS 37 10-B The center shall have a written discipline policy describing the center's philosophy of discipline and the specific methods of discipline used at the center. This written policy shall be on file at the center for review. Constructive, developmentally appropriate child guidance and management techniques are to be used at all times, and shall include such measures as redirection, separation from problem situations, talking with the child about the situation, and praise for appropriate behavior.

PS 37 10-C1 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: There shall be no cruel, harsh, corporal punishment or any unusual punishments such as, but not limited to, punching, pinching, shaking, spanking, or biting.

PS 37 10-C2 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: No discipline shall be delegated to any other child.

PS 37 10-C3 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: No physical restraints shall be used to confine a child by any means other than holding a child for a short period of time, such as in a protective hug, so the child may regain control, this is in compliance with our Board of Education policy.

Positive Behavior Interventions and Support: Every effort will be made to prevent the need for the use of restraint and for the use of seclusion. The use of a non-aversive effective behavioral system such as Positive Behavioral Intervention and Supports (PBIS) shall be used to create a learning environment that promotes the use of evidence- based behavioral interventions, thus enhancing academic and social behavioral outcomes for all students.

PS 37 10-C4 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: No child shall be placed in a locked room or confined in an enclosed area such as a closet, a box, or a similar cubicle.

PS 37 10-C5 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: No child shall be subjected to profane language, threats, derogatory remarks about himself or his family, or other verbal abuse.

PS 37 10-C6 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: Discipline shall not be imposed on a child for failure to eat, failure to sleep, or for toileting accidents.

PS 37 10-C7 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: Techniques of discipline shall not humiliate, shame, or frighten a child.

PS 37 10-C8 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: Discipline shall not include withholding food, rest, or toilet use.

PS 37 10-C9 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: Separation, when used as discipline, shall be brief in duration and appropriate to the child's age and developmental ability, and the child shall be within sight and hearing of a preschool staff member in a safe, lighted, and well-ventilated space.

PS 37 10-C10 The center's actual methods of discipline shall apply to all persons on the premises and shall be restricted as follows: The center shall not abuse or neglect children and shall protect children from abuse and neglect while in attendance in the preschool program.

PS 37 10-D The parent of a child enrolled in a center shall receive the center's written discipline policy.

PS 37 10-E All preschool staff members shall receive a copy of the center's discipline policy for review upon employment.

**PARENTS MAY REQUEST COPIES OF EACH PRESCHOOL PROGRAM'S
COMPLIANCE REPORT.**

North Olmsted City Schools Transportation Guidelines:

Transportation to our program will be offered by the school system to each **preschool student with a disability as determined appropriate by the IEP team**. Parents of peers must provide their own transportation.

The North Olmsted City School District's Transportation Department is committed to providing safe and reliable transportation to all students.

State law mandates students up to 4 years old **AND** weighing less than 40 pounds must be secured in a car seat. Students are required to use belt-positioning booster seats once they outgrow their child safety seats (usually at 4 years old and 40 pounds) until they are 8 years old, unless they are at least 4 feet, 9 inches (57 inches) tall.

To ensure your child's safety, the following guidelines have been established:

PARENT RESPONSIBILITIES:

- Children must be loaded and unloaded on the passenger side of the vehicle.
- Parents are to assist their child/children to the vehicle.
- Parents are to place and secure their child/children in the vehicle.
- Parents are to meet the vehicle promptly upon their child's return home and assist the child out of the vehicle.

TRANSPORTATION DEPARTMENT PERSONNEL RESPONSIBILITIES:

- Drivers are to ensure that all booster and child restraint seats are secure in the vehicle.
- Drivers will verify that all child restraints are appropriate for child/children.
- Driver may assist the parents, when possible, with placing the children in, or taking the child out of the vehicle
 - Drivers will remove child from restraint seats in order to assist the building personnel when discharging the students from the vehicle.
- Drivers are to maintain a safe environment on the vehicle at all times.

Following these simple guidelines will ensure the safety of all children being transported.

North Olmsted City Schools

Medical Clinics that accept Uninsured and/or Low Insured

Care Alliance Health Center
1795 W. 25th Street 1251
Cleveland, OH 44113
216-619-5571

Free Clinic of Greater Cleveland
12201 Euclid Ave.
Cleveland, OH 44106
216-721-4010

Neighborhood Family Practice
3569 Ridge Road
Cleveland, Ohio 44102
216-281-0872

North Coast Health Ministry
16110 Detroit Ave.
Lakewood, OH 44107
216-228-7878

Riverview Lac
1745 W. 25th Street
Cleveland, OH 44120
216-298-4181

St. Augustine
2486 W. 14th Street
Cleveland, OH 44113
216-781-5530

Hospital Care Assurance Program (HCAP)

Patients who need medical care but are unable to pay may be eligible for reduced fee care at Ohio hospitals through HCAP or hospital financial assistance programs.

To be eligible for HCAP:

1. Ohio resident
2. Not a recipient of Medicaid program
3. family income is at or below Federal Poverty Guidelines

Prior paid or unpaid hospital bills may be covered by HCAP. Patients should contact the hospital billing department about prior bills and ask to apply for HCAP, even if the bill has been sent to collections. If the patient paid a bill and was eligible for HCAP, they may be reimbursed. If a patient does not qualify for HCAP, ask for the hospital financial assistance department and ask for financial assistance options.

Low Cost Immunizations are available through Cuyahoga County Board of Health at St. John's West Shore Community Outreach Center (216-201-2041)

Free Hearing Screenings are also available at St. John's West Shore through Westlake Hearing and Speech (440-836-1616)

Dentist Listings for North Olmsted



American Dental Ctr.
648 Great Northern Mall
North Olmsted, Oh
440-779-5005

*Arelene J. Coloma Pediatric
Dentistry 15414 Pearl Road
Strongsville, Ohio 440-638-1865*

Dependable Dental Services
29473 Lorain Road North Olmsted,
Ohio 440-777-4444

*Great Northern Dental Works
5000 Great Northern Blvd.
North Olmsted, Ohio
888-568-6684*

Lauren Wanosky Family Dentistry
4859 Dover Center Rd. Suite 2
North Olmsted, Ohio
440-777-0177

Sikora Family Dentistry
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Ohio

Department of Medicaid

fact sheet

OVERVIEW

Healthchek services are required by the federal government. These services include a comprehensive health and developmental history to assess physical and mental health, screenings for potential health problems – including vision, hearing, and dental screenings.

Healthchek also covers:

- » necessary laboratory tests,
- » vaccines,
- » blood lead screening, and
- » health education and nutritional advice.

Providers may make referrals to other health providers for more specialized care. Healthchek services are also available to individuals covered by a Medicaid managed care plan or who are on a Medicaid home and community-based waiver.

Additional Services

If a screening reveals a medical condition, Ohio Medicaid can be billed for any necessary follow-up services provided to treat the child's medical condition.

HEALTHCHEK: OHIO'S EPSDT PROGRAM

Healthchek is Ohio's Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) service package. These are comprehensive and preventative services for babies, kids, and young adults younger than age 21 who are covered by Ohio Medicaid.

A CLOSER LOOK AT HEALTHCHEK IN OHIO



WHEN SHOULD A CHILD GET HEALTHCHEK SERVICES?

Babies should have at least 8 Healthchek exams by their first birthday. Children should have Healthchek exams at 15, 18, 24, and 30 months. After 30 months, one exam per year is recommended until the age of 21.



HEALTHCHEK COORDINATORS

Every county department of job and family services has a coordinator responsible for informing Ohioans covered by Medicaid about available Healthchek services. The person supports the coordination of non-medical Healthchek support services when requests are made.

Examples of these services include:

- » assistance making appointments,
- » transportation,
- » referrals to food pantries, clothing, and heat assistance, and
- » referrals to lead-free housing options.

For a list of Healthchek Coordinators, visit: <http://medicaid.ohio.gov/Healthchek>



HEALTHCHEK PROVIDERS

Any doctor who accepts Medicaid can provide Healthchek services. Individuals can ask their doctors for Healthchek services at their next appointment. Sometimes, a provider may refer a patient for specialized care. Some services may need prior approval.



HEALTHCHEK AND MANAGED CARE

Healthchek services are a part of the benefit package every managed care plan offers its members. Managed care plans and county Healthchek coordinators work together to ensure Healthchek services are available.



PREGNANCY RELATED SERVICES

In many counties, the Pregnancy Related Services (PRS) and Healthchek coordinators are the same. The county's PRS coordinator can explain the importance of Healthchek services to a mother before a baby is born. They can also assist pregnant women with services like arranging transportation, making prenatal appointments and explaining the importance of attending these appointments to increase the likelihood of a healthy pregnancy and a healthy baby.



Healthchek

Healthchek services keep babies, kids and young adults healthy by finding and treating health problems early.

➔ **Prevention services – like these – are very important:**

- » Physicals
- » Hearing, vision, and dental check
- » Nutritional screenings
- » Mental health screenings
- » Developmental screenings
- » Vaccinations (if needed)

➔ **Looking for more information? Go Online:**
<http://medicaid.ohio.gov/Healthchek>

Healthchek

➔ **Healthchek is Ohio's Early and Periodic Screening, Diagnostic and Treatment (EPSDT) service package.**

These services include a comprehensive health and developmental history to assess physical and mental health, and screenings for potential health problems – including vision, hearing, and dental screenings.

Babies, kids, and young adults younger than age 21 who are covered by Ohio Medicaid can receive Healthchek services.

➔ **When to schedule a Healthchek exam:**

Babies: Should have at least 8 Healthchek exams by their first birthday. **Children:** should have Healthchek exams at 15, 18, 24, and 30 months. **After 30 months old until age 21:** one exam per year is recommended.

➔ **Where to get Healthchek services:**

Any doctor that accepts Medicaid can provide Healthchek services. Ask your doctor at your next appointment for Healthchek services. Sometimes, a provider may refer a patient to another doctor for specialized care. Some services require prior approval.

➔ **Covered by a Managed Care Plan?**

Contact your plan for more information about Healthchek services.

➔ **Learn more:**

Get in touch with your county's Healthchek Coordinator - call the Ohio Medicaid Consumer Hotline and ask for the Coordinator's contact information.



Ohio
 Department of Medicaid

John R. Kasich, Governor
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