

# Welcome to Mulberry!

These are just a few of the frequently asked questions you may have. Please note, due to COVID restrictions and guidelines, we will have additional information once we receive more notification from our Governor, ISBE & discuss it throughouly with our Mulberry COVID Committee & Board of Directors. We are also currently working on creating a tab on our website to update all information as it comes along.

## A few frequently asked questions and some of the stuff you really need to know!

- ❖ **Emails** - Please keep a close eye on your emails. With everything going currently with the COVID pandemic, a lot of communications will be sent via email. If you need to update your email, or you have not received anything from Mulberry yet, please email us at [info@mulberryschool.org](mailto:info@mulberryschool.org) with your up to date information. Also, please check your spam folder, and add us to your address book.
- ❖ **Facebook** - Please like us on Facebook! We post important dates, reminders, and great photos of our fun times at school.

- ❖ **What are Beautification Days (Clean Up Days)?**

We ask parents to help get the school ready for our first day of school. We have lists of things that need done on every classroom and area of the school. Please show up any time during our clean up days and we will have cleaning supplies ready for you. If you are interested in helping us with painting and weeding outside in our gardens, please email us and we can prearrange a time for you to help us with these specific jobs. Clean up days are a great way to get a jump on parent hours and we greatly appreciate your help in getting the school ready. Please see the flyer in your packet. You will be receiving an email with a Sign Up Genius link, you can sign up for specific days/times and/or jobs.

- ❖ **Does my child need to bring school supplies?**



Yes, please see the enclosed school supply lists and bring them on Back to School night.

- Please send full size backpacks with your child every day.
- Please send an extra set of clothes and at least one extra mask, with your child in case of messes or bathroom accidents.

- ❖ **Do I have to fill out any health forms?**



Yes, please fill out all the enclosed forms and bring them to the Back To School Night, see flyer in packet. Please see the enclosed note to see which health forms are applicable to your child. All students new to Mulberry will need to bring a **certified** copy of your child's birth certificate. If you have religious exemption or on a delayed schedule, I will need to have a written and signed letter by the parent/ legal guardian turned in with your student's paperwork.

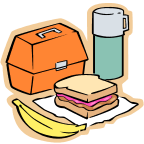
- **PreK and Junior Kindergarten:**
  - 4 doses- Tetanus/Diphtheria/Pertussis
  - 3 doses- Polio
  - 1 dose- MMR
  - 3 doses- Hepatitis B
  - 4 doses - Hib titer
  - 1 dose- Varicella
  - Pneumococcal series, or one dose after 2yo.

- **Kindergarten:** Eye exam due by October 15, 2020 & Dental exam due by May 15, 2021
  - 4/+ doses Tetanus/Diphtheria/Pertussis - most recent must be dated after 4yo
  - 4/+ doses Polio - most recent must be dated after 4yo
  - 2 doses - MMR
  - 4 doses - Hib titer (not required after 5<sup>th</sup> birthday).
  - 2 doses - Varicella - first on or after 1<sup>st</sup> birthday, second no less than 28 days later
- **First-Third Grade:** No immunizations needed
- **Second Grade:** Dental exam due by May 15, 2021

❖ **What if my child has a food allergy or other dietary needs?**

Please record this information on the enclosed emergency card. We will provide your family documents to have you and your doctor fill out and sign for your student with an allergy and/ or medication need. Paperwork will need to be submitted before your child starts school.

❖ **Does my child need to pack a lunch?**



Yes, Mulberry school does not offer hot lunches. Please pack your child's lunch and snacks daily. Please remember to pack simple, nutritious lunches and snacks for your child. Children will have to keep their lunch bags in their cubbies until lunch, so please pack their drinks and meal with a cold pack if they need to stay cold.

- Lunch bags will need to be cleaned and disinfected nightly, per COVID guidelines.

❖ **Does my child need to bring a water bottle?**

Yes and due to the COVID, our drinking fountains will not be able to drink from. The new fountain we have has a bottle filling station. Your child will be able to fill their bottle whenever they need to throughout the day. Please send your child's water bottle with their name on it, in case it gets misplaced.

❖ **Will my child go outside everyday?**



Yes, all classes try to get outside everyday, barring extreme cold and rain. Please send children proper in clothing, coats, and shoes that are built for outside. We do have pea gravel and sand so we suggest closed toe shoes to allow your child to have maximum fun safely. As it begins to get cold, please send snow pants, gloves, hat, boots, and etc.

❖ **When and how can I pay my tuition?**

Tuition is due on the 10<sup>th</sup> of every month, August through May. Please make your payments on time because late fees will be applied after the 12<sup>th</sup>.

*How can we pay tuition?*

- Electronically -
  - Zelle - If you bank at any of these banks (Bank of America, Capital One, Chase, First Bank, U.S. Bank, or Wells Fargo) just log on to your bank and use the send payments/money using Mulberry's email ([info@mulberryschool.org](mailto:info@mulberryschool.org)). No fees for Mulberry or the sender. If you bank at another bank, go to Zelle to sign up. Follow the directions to link your banking information to the Zelle network and then enter Mulberry's email and send payments. You can set up recurring payments or one time payments.
  - PayPal - You can make a payment to Mulberry via the "friends and family" option to [info@mulberryschool.org](mailto:info@mulberryschool.org).

- Check - You may drop your payment off in the tuition payment box between the front doors, hand to whomever is at the front desk or place in your child's take home folder.
- Credit Card - We do accept credit card payments, yet there is a 3.5% processing fee.
  - We are a not for profit, so any fees associated with any payments will be passed onto the payer.

❖ **Do I need to keep track of my parent hours?**

Yes, please keep track of all your parent hours. You are required to fulfill 35 hours of parent participation per family per school year. However, we hope that you will continue to volunteer and support Mulberry after you reach 35 hours. We will create a Google Doc to record your hours electronically, that will be sent to you via email before school starts to keep log.

- Please keep an eye out on your emails. As Parent Volunteer Sign Up sheets will be sent virtually this year. On Friday, August 14 we will open the document to sign up. This way, it will give everyone a chance to read over everything and ask any questions.

**A brief description of the paperwork enclosed:**

- Blue - Welcome Letter from our Director
- Red - Emergency Contact Form\*\*
- Purple - Family Volunteer Profile\*\*
- Green - Classroom Supply List
- Yellow - Back to School Night Flyer
- Orange - Remind App Sign Up Sheet
- Doctors Physical\*\*
- Join Our Board Flyer
- Beautification Day Flyer
- Dental Exam - K/2<sup>nd</sup> Grade
- Eye Exam - Kindergarten
- Mulberry Wear Order Form

We are working hard to establish our new COVID guidelines and protocols for this year of our before/after care, student/staff sickness & return, travel, and pick up/ drop off for all students. We will have more information on this and it will be sent out as soon as possible.

If you have any further questions, please do not hesitate to contact us via email at [info@mulberryschool.org](mailto:info@mulberryschool.org).

Enjoy the rest of your summer!

-Shawna