

6304 Babcock
San Antonio, TX
78240
(210) 691.1050

PARENT'S HANDBOOK



www.littleredcaboose.net

Destruction of Property

The Little Red Caboose provides the facility and equipment that is needed for the care of your child. In the event that your child intentionally destroys Little Red Caboose property, a fee to cover the cost of replacement or repair will be charged to your account.

Confidentiality of Records

Children's records are open only to the child's teacher, the Director, an authorized employee of the licensing agency, or the child's parent or legal guardian.

Child Abuse

The State of Texas requires The Little Red Caboose to report suspected abuse or neglect of a child. Our employees receive annual training on preventing and responding to child abuse. Some warning signs that child abuse may be occurring are frequent injuries or unexplained bruises, and injuries that appear to have a pattern. There are many resources in San Antonio and Bexar county such as Child Safe, The Childrens' Shelter, etc. that are good resources to refer parents to for help. Please reach out to us and we can provide you with resources to help you obtain assistance. Let us know if you would like to discuss different behavioral techniques .

Withdrawal

If a child needs to be withdrawn from preschool, two weeks notice would be appreciated so that another child can fill the vacancy.

Communication with Parents

This booklet has been supplied in an effort to answer many of your questions. Please contact the Center Director if you have any other questions. Throughout the year there will be times that we need to communicate information about upcoming events. Please read signage posted in the office and on the classroom doors in order to stay informed.

In the event of a policy change you will be notified two weeks in advance in writing. Please sign and return the form on the last page to The Little Red Caboose.



Parent Handbook Acknowledgement Form

Please sign & return this form to the center.

I have read the Parent's Handbook and understand the policies and procedures set forth by Little Red Caboose and agree to abide by them.

Parent's Signature: _____ Date: ____/____/____

Student's Name: _____