SSPRD Child Discovery Time Preschool & Pre-Kindergarten
Frequently Asked Questions 2026-2027

When can I register?

- School year registration: Registration opens Tuesday, March 4, 2026, at 9:00am for the full 2026 -2027 school year.
- 2027 Summer registration: Registration Dates will be released in Winter/Spring. Please note that the Annual Registration fee and first session your child is enrolled in, payment must be processed for you to be successfully enrolled.

How can I register for Child Discovery Time?

- Registration can be taken over the phone with the Family Services Preschool Coordinator or Family Services Manager.
- At this time we will not be able to process email requests for registration.
- If you are unsure about your residence status, please contact our registration team and they will be happy to assist you.
- Please note that the Annual Registration fee and first month's payment must be processed in order for you to be successfully enrolled.

Is there an Annual Registration Fee for 2026-2027?

- Yes! The 2026-2027 Annual Preschool Registration fee is $135R/$160NR. This fee must be paid as part of your registration and is non-refundable.

What are the hours and dates for Child Discovery Time?

- <u>Regular School Year Hours of Operation:</u>
    - During the regular school year preschool will be offered (Monday-Friday) 9am-12pm Morning Session, 12pm-3pm Afternoon Session.
    - Regular School Year Semester Dates: Fall Semester will 9/8/26-12/17/26 and Spring Semester will be 1/5/27-5/20/27.
- <u>Holidays/No School:</u>
    - Goodson CDT follows the Littleton Public School District Holiday Schedule:
        - Holidays/No School: Labor Day 9/7, Fall Break 10/15-10/16, Thanksgiving Break 11/23-11/27, Winter Break 12/18-1/4/2027, MLK Day 1/18, President's Day 2/15, Spring Break 3/22-3/26/2027, Parent/Teacher Conferences 04/16/2027
    - Lone Tree CDT follows the Douglas County Public School District Holiday Schedule:
        - Holidays/No School: Labor Day 9/7, Fall Break 10/12-10/16, Thanksgiving Break 11/23-11/27, Winter Break 12/18-1/4/2027, MLK Day 1/18, President's Day 2/15, Spring Break 3/5-3/19/2027, Parent/Teacher Conferences 04/23/2027
- <u>Summer Semester Hours of Operations and Dates:</u>
  During the summer preschool and pre-k will be offered (Monday-Thursday) 9am-2pm.

Does my child need to be fully toilet trained?

- Yes, the child should be able to tell the teacher they need to go the bathroom. A child must be able to go to the bathroom (both urinating and bowel movements) on their own. This includes being able to remove clothing, sitting on the toilet, wiping themselves, put clothing back on, flushing the toilet, and washing and drying their hands. A child must be aware of the need to use the toilet without reminders from the teachers (although, teachers do make requests of children at various times of the day). The child must not be in diapers or pull-ups at all. They must be in regular underwear. Our staff is aware that accidents happen.

Does my child need to rest during the school operating hours?

- According to Colorado licensing requirements a 30-minute rest period must be provided for Preschool & Pre-Kindergarten students that are at a facility for more than 5 hours. Our facility will provide an individual cot for each child that participates in full day programing. We also have bedding available for use and must be returned at the end of the year. Parents can also bring a blanket and sheet if they chose too. Please make sure each is labeled. They should be brought home to launder weekly. A comfort toy, doll, or stuffed animal is always welcomed for rest time.

Is there a discount if you have more than one child?

- Sibling discounts are not offered for our SSPRD Preschool & Pre-Kindergarten program.

Are payment plans available?

- Yes! You are not required to pay for the entire semester. You will be charged automatically on the 1st of each month.

What is the Child Discovery Time refund policy?

- For all CDT programs, there are no credits, refunds or prorates for missed days, illnesses (COVID included), vacations, or unplanned emergencies.
- All cancellations must be in writing by the 15th of the previous month to the Family Services Preschool Coordinator or Family Services Manager. For example, to be eligible for a refund in the November session and future payments, you must notify us in writing no later than October 15th. A $5 cancellation fee will be charged for any cancellations.
- No refunds will be issued for the Annual Preschool Registration Fee.

What is Child Discovery Time tax identification number?

- SSPRD's Child Discovery Time identification number is 84-6014400.

What does my child need to bring to school each day?

- A labeled water bottle
- A backpack or bag to put items in
- Home toys can be brought on Show & Tell days ONLY.
- A snack is provided however, if you would like to bring something extra for your child you may. You will need to label their snacks and place it in the bin provided each morning. **NO PEANUT OR TREE NUT PRODUCTS.**
- Extra clothes in a Ziploc bag with their name on it. Please include
    - Shirt, pants, underwear and socks. Shoes are not required but can become wet from an accident so having an extra pair will save you a phone call.

    - Extra clothes may be kept at school or in the child's backpack.
- Appropriate school attire should be worn. This includes closed-toe shoes for safety! We do go outside so please keep the weather in mind and send your children with proper outside attire.
- You may also want to put sunscreen on your child before they come to school. If you plan to bring sunscreen to school, the bottle must be labeled with the child's first and last name and given to the teacher. Please do not place this in your child's backpack.
- If your child is participating in extended day you MUST bring a sheet and blanket. If your child would like you can bring a SMALL pillow and/or stuffed animal as well. This will be kept at school until the end of the week, then given back to you be laundered.

What are the qualifications and training courses for the Child Discovery Time staff?

- We follow the guidelines set by the Colorado Child Care Licensing Standards for early childhood staff screening and training. CDT staff are at least 18 years of age. All CDT staff are CPR, First Aid and AED certified and receive certification in Universal Precautions. Additionally, CDT staff are also thoroughly background checked. Prior to the start of SSPRD CDT classes, staff attend at least 15 hours of mandatory training on various topics including: CDT policies, safety training, lesson planning, behavior/classroom management, and learning how to work successfully with children.

Do I need to fill out multiple sets of emergency contact forms if I have multiple children attending?

- Yes! The Colorado Department of Human Services requires a set of emergency forms to be on file for each participant. All forms must be completed through the Civic Rec prior to attendance.

What if my child is sick or unable to attend on a day I have already paid for?

- We are unable to offer credits or refunds if your child is unable to attend a scheduled day. In the event of a prolonged illness or emergency, credits/refunds will be considered after notice is given to the Family Services Coordinator for the camp your child is attending.

Do you have waitlists for your Child Discovery Times program?

- We currently do not have a waitlist for any of Child Discovery Time programs.

Where do the Preschool & Pre-Kindergarten get dropped off and picked up each day?

- At Goodson Recreation Center the children will be dropped off in room 5 for the preschool class and room 4 for the pre-k class.
- At Lone Tree Recreation Center the children will be dropped off in our Preschool Room for the preschool class and the Willow Room for the pre-k class

What are your staff to child ratios?

- We are required by the Colorado Department of Human Services to have a 1:10 (3 years to 4 years) and 1:12 (4 years to 5 years). However, Child Discovery Time Preschool follows a lower ratio of 1:8.

Additional Questions?
Please contact one of the following:

Lauren Sheeks – Preschool Coordinator
303.708.3518 or LSheeks@ssprd.org

Casey White – Family Services Manager
303.483.7091 or CWhite@ssprd.org

Registration Office
303.347.5999 or registration2@ssprd.org