



Frequently Asked Questions



Welcome to Quentin Road! We would like to share some helpful tips:

- Our hours of operation are 7am-6pm on Monday - Friday.
- Please bring a backpack with a complete change of clothes each day that your child attends. Spills do happen! Put your child's name on the backpack. If your child is not potty trained, please send enough pull-ups for each day. There is an extra charge of \$5 per day for kids who aren't potty trained.
- Please apply sunscreen to your child before dropping them off. If needed, we will reapply it in the afternoon. You do not need to send sunscreen to school. We will provide it.
- Tuition is billed monthly and due on the 25th of the month prior. (Ex. Tuition for the Month of June, will be due on May 25th). Payments can be made at school with cash or check. Credit/debit payments can be made at school or online but do have a 2-3% convenience fee added. There is a tuition box in the lobby for your convenience.
- Birthdays are a special part of the year. You are welcome to bring treats if you would like. We do have students with food allergies. Please help us keep the children safe by not sending any nut products to school.
- Check your emails and turn on your Procure app notifications - this is how we will communicate any pertinent school information to you.
- We require a four-week written notice for any schedule changes. You can submit these changes online at <https://qrcp.org/schedule-change-form.html>.
- We can only administer medication if we have a medicine authorization form filled out by your doctor. These forms are available on our website by clicking [here](#).
- Make sure your child has breakfast - a hungry child is not able to focus! (Please let us know if your child has any food allergies). We do provide breakfast before

8am, and lunch and two snacks for kids enrolled in the full day program. Lunch and one snack are provided for the half-day program. Children are welcome to bring their own lunch from home as long as it doesn't contain any nut products. Due to time constraints, please keep in mind that we do not provide refrigeration or microwave use for lunches. Here are the links to our lunch menus: [Lunch/Snack Menu](#) & [Vegetarian Lunch/Snack Menu](#).

- Don't send your child to school if they aren't feeling well. Please notify us by filling out the absence form at <https://qrcp.org/absence-form.html>. They should not have a fever, vomiting or diarrhea for 24 hours before they return to school.
- It is normal to be nervous as you send your little one off to school for the first time but remember that you are giving them a gift by teaching them independence. Starting school is one of the most exciting times, but drop-off can be hectic and sometimes teary. It may not help your child for you to say things like, "I'll miss you" and might even make them feel more anxious if you prolong your goodbye. Stay positive and let them know that you are going to do some "mommy/daddy" work while they stay here and play, and that you will be back later. You can also watch them from the monitors in the preschool office, and we will call you if we need you. Your child is in loving, caring hands!
- Remember that preschool is all about learning through play. Many times, parents focus on teaching their children to read and write, but doing puzzles, learning shapes, painting and playing in groups, are all very important (and oftentimes overlooked) steps on the ladder to reading and writing, and eventually, success in elementary school. We don't expect a baby to walk before he learns to crawl, so we shouldn't push our kids before their ears, eyes, minds and fine motor skills are ready!
- Please do not leave your cars running unattended in the parking lot. Also, please observe the posted speed limit in the lot and driveway.
- All portable games systems, electronic devices and cell phones should be left at home.
- If you don't already have a form on file, every child is required to submit an Illinois Certificate of Child Health Examination form before they attend. This form is available on our website by clicking [here](#).