

Parent Handbook

The Learning Nest



Our Phone: (407) 680-1647

Our Email: tutoringatlearningnest26@gmail.com

Welcome to The Learning Nest Academic Support



Dear Parents,

We are delighted to welcome you and your child to The Learning Nest. Our program is dedicated to providing a warm, nurturing, and stimulating environment where children can explore, learn, and grow. We believe that early childhood education lays the foundation for a lifetime of curiosity, creativity, and academic success.

At Little Larana School, we emphasize a play-based, child-centered approach that fosters both intellectual and emotional development. Our dedicated teachers and staff work closely with families to create a supportive learning community that nurtures each child's unique potential.

This Parent Handbook serves as a comprehensive guide to help you understand our school policies, daily routines, and expectations. We encourage you to read through this handbook carefully, as it will provide valuable information on how we can work together to ensure a positive and enriching experience for your child.

If you have any questions or need further clarification, please do not hesitate to reach out to us. We look forward to an exciting and joyful learning journey with you and your child!

Warm regards,



Founder
Dominique Slater



Vision, Mission, and Educational Philosophy

Our Vision

Our vision is to be a trusted educational partner for families seeking an alternative to traditional classroom learning. We aspire to create a learning community where every child feels supported, challenged, and inspired to reach their full potential academically, socially, and emotionally, while equipping families with the confidence that their children are receiving intentional, impactful education.

At The Learning Nest, our mission is to provide personalized, high-quality educational support in a nurturing and structured environment. We are committed to meeting each child where they are academically, empowering students through individualized instruction, small-group learning, and meaningful relationships that build confidence, curiosity, and a lifelong love of learning.

- Encourage independent thinking and problem-solving skills.
- Support the social and emotional growth of children through meaningful interactions.
- Foster creativity and imagination through hands-on learning experiences.
- Partner with families to create a strong home-school connection.

Our Mission

Our Educational Philosophy

At The Learning Nest we believe that children learn best through play, exploration, and guided discovery. Our curriculum is designed to support whole-child development by integrating the following approaches:

01 Play-Based Learning

- Encourages active engagement and joyful learning.
- Builds foundational skills in literacy, numeracy, and social interaction.
- Develops problem-solving and critical thinking abilities.

02 Social-Emotional Development

- Teaches children how to express emotions and communicate effectively.
- Promotes empathy, cooperation, and self-regulation.
- Creates a warm, inclusive classroom environment.

03 Hands-On Exploration

- Provides sensory-rich experiences through arts, music, science, and nature activities.
- Encourages creativity and innovation through interactive projects.
- Develops fine and gross motor skills through active play.

04 Early Literacy & Language Development

- Teaches children how to express emotions and communicate effectively.
- Promotes empathy, cooperation, and self-regulation.
- Creates a warm, inclusive classroom environment.

05 Family Partnership

- Recognizes parents as a child's first and most important teachers.
- Provides opportunities for parent involvement in school activities.
- Encourages open communication and collaboration between families and teachers.



Student Profile

At The Learning Nest, we embrace the uniqueness of every child while nurturing essential developmental skills. Our ideal student profile includes:



**Curious
learner**



**Confident
communicator**



**Creative
thinker**



**Growing
individual**



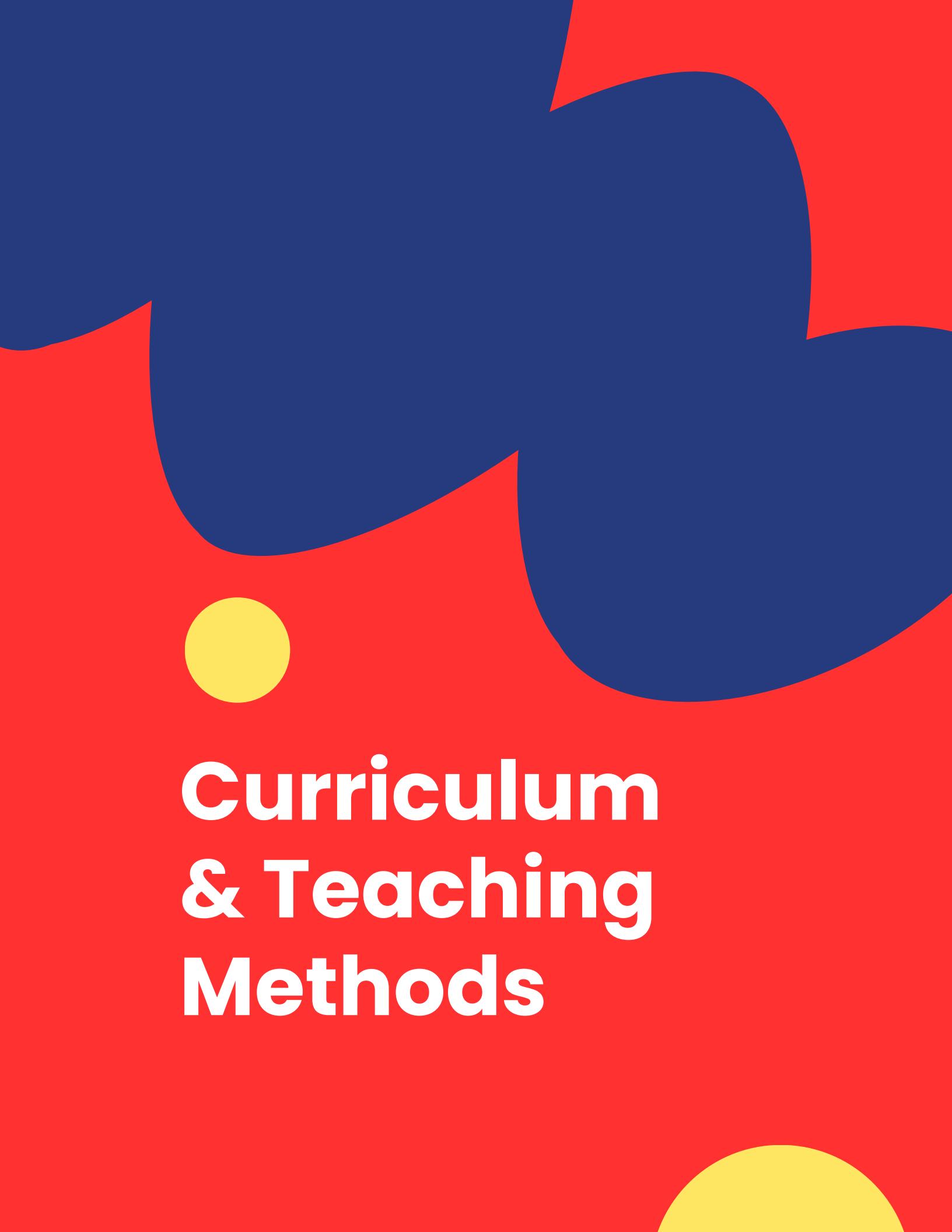
**Joyful
Learners**



**Kind
friend**



We believe that every child is **capable, competent, and ready to learn in their own unique way**. Our goal is to guide them in building **confidence, curiosity, and compassion** as they take their first steps in their educational journey.



Curriculum & Teaching Methods

At The Learning Nest, we believe that early childhood education should be engaging, hands-on, and developmentally appropriate. Our curriculum is carefully designed to nurture academic, social, emotional, and physical growth in young children while making learning fun and meaningful.

Our Curriculum

Our tutoring program follows a play-based, child-centered approach with structured and unstructured learning activities. We incorporate elements from research-backed early childhood education frameworks, including:

The Creative Curriculum

Fostering exploration and discovery through hands-on experiences.

Montessori Principles

Encouraging independence and self-directed learning.

Reggio Emilia Approach

Promoting creativity, collaboration, and critical thinking.

Our curriculum focuses on the following key developmental areas:



Social & Emotional Development



Language & Literacy



Early Math & Problem-Solving



Science & Discovery



Fine & Gross Motor Skills



Creativity & Imagination

Teaching Methods

At The Learning Nest, our educators use a combination of structured instruction and free play to create a well-balanced learning experience.

01 Hands-On Learning

Children engage in active exploration, using real-world materials to enhance understanding.

02 Teacher-Guided & Child-Led Learning

Encouraging curiosity and problem-solving through discovery-based experiences.

03 Outdoor Learning

Utilizing nature as a classroom to develop observation skills and appreciation for the environment.

04 Whole-Child Approach

Addressing cognitive, emotional, social, and physical development.

Class Structure & Classroom Setup

At The Learning Nest we provide a nurturing and structured environment that supports the unique needs of every child. Our class structure is designed to encourage socialization, exploration, and individualized attention, ensuring that each child receives the best possible start to their educational journey.

Class Categories & Age Groups

Pre-Kindergarten (Pre-K to Grade 3) Class

5 to 9 years old

- Prepares children for kindergarten readiness by enhancing cognitive, motor, and social skills.
- Engages students in structured activities, group discussions, and hands-on experiments to foster curiosity and academic growth.

Daily Structure

- Interactive literacy sessions (sight words, phonics, early writing practice).
- STEAM (Science, Technology, Engineering, Arts, Math) activities.
- Social-emotional learning through guided role-playing and problem-solving games.
- Outdoor nature exploration and physical fitness activities.



Teacher- Student Ratio

Maintaining a low student-to-teacher ratio is crucial for personalized learning and quality interactions. At The Learning Nest, we follow or exceed national guidelines to ensure an optimal learning environment:

Teacher-Student Ratio

1 teacher : 12 students

Each class is led by a qualified early childhood educator with additional classroom assistants as needed.

Small class sizes allow for individualized attention and active engagement in all activities.

Role of Our Teachers

Our dedicated educators play a vital role in shaping the learning experiences of young children. Their responsibilities include:

01 Facilitating engaging, age-appropriate activities

that support cognitive, social, and emotional development.

02 Observing and assessing children's progress

to ensure they are meeting developmental milestones.

03 Encouraging independence and self-help skills

such as dressing, tidying up, and making choices.

04 Fostering a safe and inclusive classroom environment

where children feel valued and respected.



By providing a well-balanced structure that combines guidance and freedom, our classrooms allow children to explore, discover, and grow at their own pace.

Daily Schedule & Routine

At The Learning Nest, we believe that consistency and structure are essential for young children's development. Our daily schedule provides a balance between structured learning, free play, rest, and exploration, ensuring that each child receives the best possible early learning experience.

School Hours & Drop-Off/Pick-Up Policy

01 Operating Hours

Monday - Friday, 7:30 AM - 4:00 PM

02 Morning Drop-Off

7:30 - 8:30 AM (Late arrivals require prior notice)

03 Afternoon Pick-Up

3:30 - 4:00 PM (Late fees apply after 4:00 PM)

04 Extended Care

Available 4:00 - 5:30 PM (Additional fees apply)

05 Pick-Up Authorization

Only listed guardians may pick up a child.

Drop-Off Policy

- Parents or guardians must sign in their child upon arrival.
- Children must be escorted into the classroom by an adult.
- If arriving after 8:30 AM, parents must notify the school in advance.

Pick-Up Policy

- Only authorized individuals listed on the child's emergency contact form may pick up the child.
- Late pick-up fees apply after 4:00 PM (unless enrolled in extended care).
- Parents must sign out their child before leaving the premises.

Daily Schedule Overview

Time	Activity	Description
9:00–9:15 AM	Morning Warm-up	
9:15–10:00 AM	Reading	Fluency & Comprehension Vocabulary & Discussion, Informational text, Guided reading groups, Reading response & Reflection
10:00– 10:45 AM	Math	New Concept Introduction, Skill practice, Word problems, Review & reinforcement, Games, assessments, or math centers
10:45 – 11:00 AM	Brain Reset/ Snack	
11:00–11:40 AM	Writing	Sentence Structure, Paragraph Writing, Grammar & Editing, Creative or opinion writing, Journaling or final drafts.
11:40–12:00 Lunch (20 minutes)	Lunch (20 minutes)	
12:00 – 12:40 PM	Science	Life Science, Physical Science, Earth & Space Science, Experiments /STEMS activity, Project work, videos, or science journal
12:40 – 1:00 PM	Enrichment/Review/ Independent work	

Enrollment Policies & Required Documents

At Little Larana School, we strive to make the enrollment process smooth and transparent for all families. Below, you will find the eligibility requirements, required documents, and important policies related to admissions.

Enrollment Eligibility

Children must meet the following requirements to enroll at Little Larana School:

01 Toddler Class
18 months - 3 years old

The child must be at least 18 months old by the start of the academic year.

02 Preschool Class
3 - 4 years old

The child must turn 3 years old by September 1st of the school year.

03 Pre-Kindergarten (Pre-K) Class
3 - 4 years old

The child must turn 4 years old by September 1st and be fully potty trained.

Children must meet all immunization requirements before the first day of school.

Required Documents for Enrollment

Parents must submit the following documents to complete the registration process:

1. Completed Enrollment Form
available on our website

2 Signed Copy of the Parent Handbook
available on our website

3. Completed Payment
Paypal account, cash, Zelle

All required documents must be submitted before the child's start date.

Enrollment Process & Timeline



STEP 1 Application Submission

Parents must fill out the enrollment form and submit all required documents.



STEP 2 Family Meeting & School Tour

Parents and children are encouraged to visit the school, meet the teachers, and observe the classroom environment.



STEP 3 Admission Confirmation & Payment

Once accepted, families will receive a welcome package, along with an invoice for the registration fee and first tuition payment.



STEP 4 Orientation & First Day of School

Before starting school, parents must attend an orientation session to review expectations, classroom procedures, and transition tips for their child.

Tuition & Fees Policy



We offer flexible payment plans to accommodate families' needs. Below are the tuition fees for the 2026-2027 school year: We are an approved provider with Step Up for students.

Tuition Rates (Per Child) Grade K- 3

Class Level	Annual Tuition	Monthly Plan (10 payments)	Quarterly Plan (4 payments)
Summer Session 6 hours weekly	\$145 weekly		
Full-Time 12 hours per week	\$8,100 per year	\$950 per month	\$2,025 per quarter
Part-time 4 hour per week	\$50 each session 1 hour 30 minutes		

Tuition is due on the 1st of each month for monthly plans and the first of each quarter for quarterly plans.

Additional Fees

1. Non-Refundable Registration Fee

\$25 (due upon acceptance).

2. Materials & Supplies Fee

\$100 (charged annually).

3. Late Payment Fee

\$50 if tuition is not received by the due date.

Sibling Discount Families enrolling more than one child receive a 10% discount on the second child's tuition.



Attendance & Absence Policies

Regular attendance is essential for a child's social, emotional, and academic development. Establishing a consistent routine helps children build a sense of structure and responsibility while making the most of their preschool experience. Below are our policies regarding attendance, absences, and tardiness.

Attendance Expectations

Full-time program hours 9:00 AM - 1:00 PM 3 days a week.

Monday, Tuesday and Wednesday

- Parents are responsible for ensuring their child arrives at school on time each day.
- A minimum attendance rate of 80% per semester is required for children to maintain their enrollment.

Chronic absenteeism (more than 10 unexcused absences per semester) may result in a review of the child's enrollment status.

Tardiness & Late Arrivals

- The school day begins at 9:00 AM. Children arriving after 9:15 AM are considered tardy.

If a child arrives after 10:00AM without prior notice, they may not be admitted for the day unless there is a valid reason (e.g., medical appointment).

Reporting Absences

- Parents must call or email to report an absence.
- If a child is absent for more than three consecutive days, a doctor's note may be required for medical-related absences.
- If a child is absent for more than two weeks without communication, their spot may be forfeited and given to a child on the waiting list.

Planned Absences & Family Vacations

- We understand that families may have pre-planned trips or obligations.
- Parents should notify the program director at least two weeks in advance if they plan to take their child out of tutoring session for an extended period.
- Tuition remains fully payable during extended absences to hold the child's spot in the program.

Unexcused Absences & Attendance Review

An absence is considered unexcused if:

- It is not notified in advance.
- The child misses session due to a non-emergency, non-medical reason without prior approval.
- The child is absent frequently without justification.



If a student accumulates **10 unexcused absences per semester**, the school will schedule a **parent-teacher** meeting to discuss the impact of attendance on the child's learning and development.



Health & Wellness Policies



At The Learning Nest we prioritize student health and well-being. Our policies help create a safe, clean, and supportive environment for all children.

Immunization & Health Records

Medical exemptions must be approved by a licensed physician.

Illness Policy

When to Keep Your Child at Home

Children must stay home if they have:

- Fever of 100.4°F (38°C) or higher (must be fever-free for 24 hours without medication to return).
- Vomiting or diarrhea in the past 24 hours.
- Unexplained rash, pink eye, or contagious illness.
- Persistent cough, difficulty breathing, or flu-like symptoms.

If your child is absent for 3+ days due to illness, a doctor's note is required.

Medication Policy

Staff members at The Learning Nest is not authorized to provide medication to any student.

No medication (including cough drops) should be left in a child's backpack

Allergy & Food Safety Policy

Parents must disclose food allergies or dietary restrictions during enrollment.

EpiPens and inhalers must be provided by parents if needed.

All staff are trained in EpiPen administration and allergy response.



Food & Allergy Policies



Home-Packed Lunch & Snack Policy

- Parents may send home-packed meals if preferred.
- Lunch should be healthy and balanced, avoiding sugary snacks and sodas



Allergy Awareness & Food Safety

- Parents must inform the school of any food allergies during enrollment.
- EpiPens & Emergency Medication must be provided if the child has a severe food allergy.
- Staff members are trained in allergy response and emergency medical procedures.

If your child has a life-threatening allergy, please work with our staff to create an Allergy Action Plan.



Dress Code & Personal Belongings Policy

We encourage children to wear comfortable, weather-appropriate clothing that allows for safe movement, active play, and independent self-care. Our dress code promotes practicality, safety, and school identity while allowing children to express themselves.



Dress Code Guidelines

Comfortable, Play-Appropriate Clothing

- Children should wear loose, breathable clothing that allows free movement.
- Clothes should be easy for children to manage (e.g., elastic waistbands instead of buttons/zippers).

Weather-Appropriate Attire

- Cold Weather: Coats, gloves, hats, and closed-toe shoes.
- Warm Weather: Lightweight, sun-protective clothing and a wide-brimmed hat for outdoor play.

Shoes for Safety

- Closed-toe shoes with rubber soles are required.
- No sandals, flip-flops, or shoes with wheels (to prevent injuries).



What Not to Wear

- Clothing with inappropriate images, logos, or slogans.
- Jewelry or accessories that pose a safety risk (e.g., dangling earrings, long necklaces).
- Costumes or dress-up clothes (except on designated theme days).
- Shoes with wheels, flip-flops, or heels.

Personal Belongings Policy

Items to Bring Daily

- **Backpack**
large enough for a lunchbox, extra clothes, and schoolwork
- **Reusable Water Bottle**
labeled with the child's name
- **Lunch & Snacks**

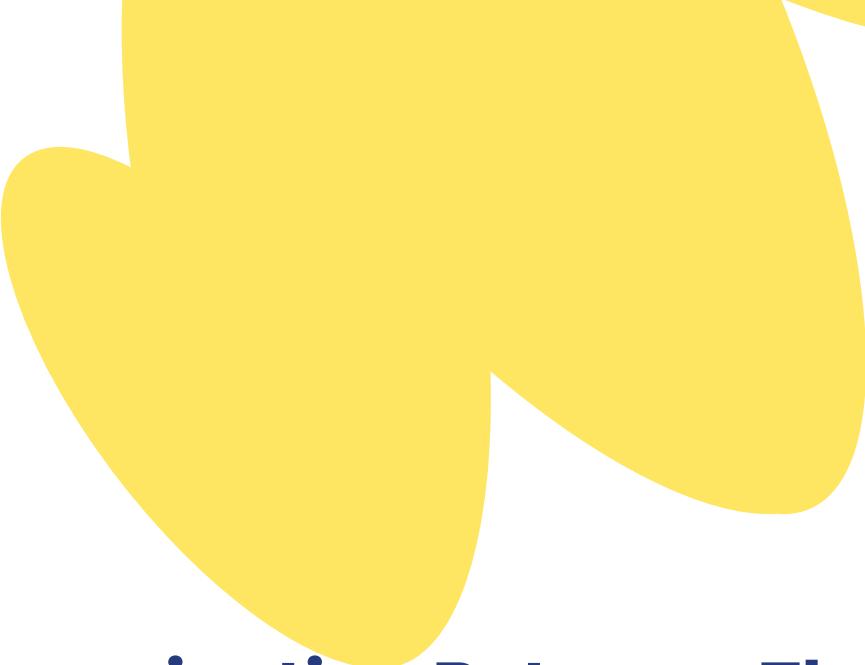
Items Not Allowed at School

- **Toys from home**
except for special sharing days
- **Electronic devices**
tablets, smartwatches, phones
- **Expensive or sentimental items**
the school is not responsible for lost or damaged items

By following this dress code and personal belongings policy, we ensure that all children feel safe, comfortable, and prepared for a fun and active day at school.



Parent Involvement Opportunities



Communication Between The Learning Nest & Parents

We prioritize open and transparent communication with families. Below are the ways we keep parents informed:

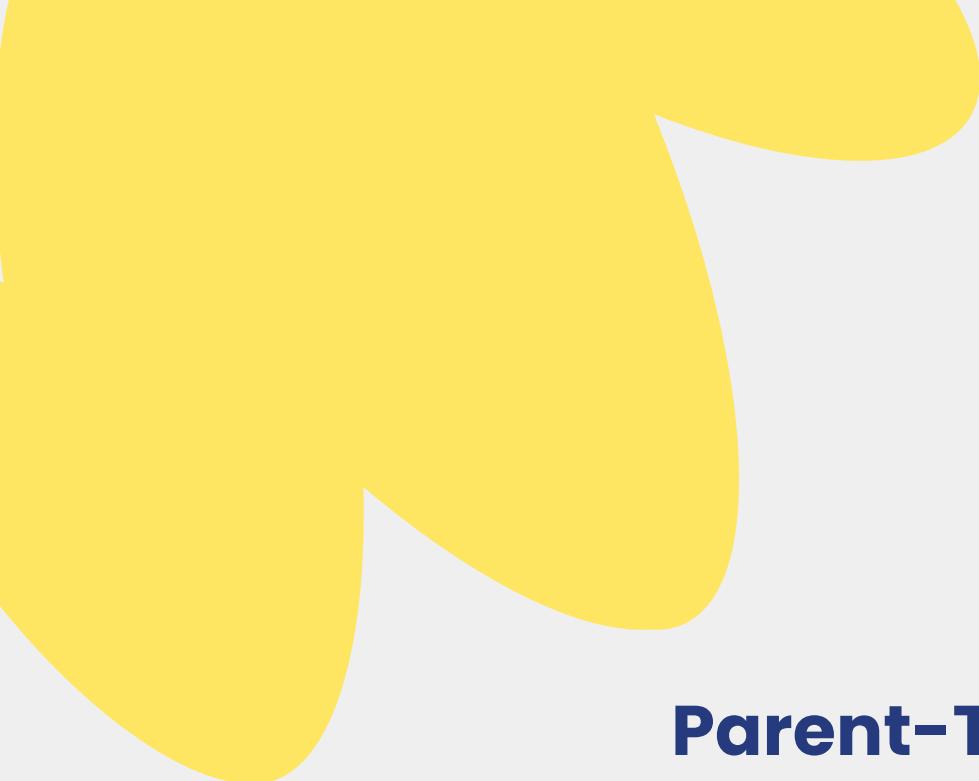
Weekly & Monthly Updates

- **Weekly Newsletters**
Sent via email, summarizing classroom highlights and upcoming events.
- **Monthly Calendars**
Distributed at the start of each month with key dates and activities.

Direct Communication

- **Parent-Teacher Meetings**
Available twice a year or upon request.
- **Email & Phone Support**

Our Contact (407) 680-1648
Our email: tutoringatlearningnest26@gmail.com



Parent-Teacher Conferences

Formal parent-teacher conferences are scheduled quarterly.

Additional conferences can be scheduled if needed.*

School Visitation Policy

Parents are welcome to visit the but for security reasons, the following policies apply:

- Classroom observations should be pre-arranged with the teacher.
- Parents may not enter classrooms during instructional time without prior approval.



Acknowledgment & Agreement Form

We require all parents or guardians to review and acknowledge the policies outlined in this Parent Handbook. This ensures that families understand the expectations, procedures, and commitments necessary for a positive school experience.

Parent Handbook Agreement

I, the parent/guardian of have read and reviewed the Little Larana School Parent Handbook for the 2025-2026 school year. I acknowledge and agree to the following:

- I understand and agree to abide by the attendance and tardiness policies.
- I acknowledge and will follow the health and illness policies, including immunization and medication requirements.
- I will comply with the school's dress code and personal belongings policy.
- I understand the tuition, fees, and payment deadlines and agree to fulfill all financial obligations.
- I acknowledge the field trip and special activities policy and will provide permission as required.
- I agree to communicate with the school regarding any concerns, absences, or emergency situations.
- I understand that failure to comply with our program policies may result in a meeting with the administration and, in severe cases, impact my child's enrollment status.

Emergency Contact & Authorized Pickup Confirmation

The following individuals are authorized to pick up my child from Little Larana School:

Primary Contact:

Name:
Relationship:
Phone Number:

Secondary Contact:

Name:
Relationship:
Phone Number:

Additional Authorized Pickup Person(s): (if applicable)

Name:
Relationship:
Phone Number:

Any changes to authorized pickup persons must be communicated to the school in writing.

Parent/Guardian Signature

Parent/Guardian Name:

Signature: _____
Date:



Little Larana School

Learning with Love,
Growing with Care

Contact Support

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Little Larana School

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