

**2022-2023**

**Parent/Student HANDBOOK**

**Tel: 671-477-4732**

**Email: tendershepherdguam@gmail.com**

**Email: lutheranchurchofguam@gmail.com**

**Tender Shepherd Contact Information**

**Office Phone** (671) 477-4732

**School Email:** tendershepherdguam@gmail.com

**Facebook page:** Tender Shepherd of Guam

 **Director:** Jessame Cruz

 **Assistant Director:** April Tyquiengco

 **Teachers** K-2 April Tyquiengco

 Kaila Fejeran

 K-3 Regina King

 Kheanalyn Guerrero

 K3/4 Junior Barcinas

 Joshua Perez

 Breanna Castro

 PreK Devonna Palomo **(LEAD Teacher)**

 Chrissy Taimanglo

**On Call Teachers:** Jessica Duenas, Kuulei Aguon, Talia Babauta, and Lakeisha Salalila

**Lutheran Church of Guam**

Pastor: Sean Dougherty

 Office Phone (671) 477-8595

 Church website: **lutheranchurchofguam.org**

**Tender Shepherd Board Members**

**Liza Mary Matanane, Bruna Ridley, and Lisa Barcinas, Co-Chair and Jodie Nelson, Board Chair**

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**Letter from our Pastor**

Hafa Adai!

I’m Reverend Sean Dougherty, pastor for the Lutheran Church of Guam and her ministry, Tender Shepherd. It is an honor to be called here to serve and I’d like to share with you, a bit about myself and my family.

I’ve been married to my wife, Katryn, for 25 years and we have two adult daughters, Aria & Callisto. Callisto is a YouTube Content Creator who lives in Guam with us and loves people and ramen. My wife and I are avid hikers and love going to the crosses, old Spanish bridge, and thousand steps. Our goal is to know all the trails of Guam intimately.

My family has experienced the power of God first-hand and knows how He strengthens us in our time of weakness. I served as an active-duty Marine and know the hardships of serving far from home. God has brought my loves of: family, service, and faith in Jesus together when He called me. Now, as the pastor to LCG and TS, I want to continue sharing all God has developed in me with your families.

The first example of Christ our children experience is mom & dad. The second is who and what mom & dad expose them to. You’ve chosen to give them the very best by bringing them to a place of faith and fun as they grow and learn about Christ & life, every day. May you continue to make great choices for your family, growing in faith together, and experiencing all the love God has for you.

**Pastor Sean Dougherty**

You can follow him on Facebook as: “Motorcycle Pastor”

Pastor Sean offers spiritual counseling and listening sessions in addition to leading services at the Lutheran Church of Guam. He’s also known for riding his Harley-Davidson, laughing over tacos, and helping people connect their faith in meaningful ways with their daily lives.

**Letter from the Board**

Dear Parents and Guardians,

**Welcome to Tender Shepherd Preschool!**  We thank God for continuing to bless this ministry of the Lutheran Church of Guam and we are most thankful for the daily blessings we receive as we work with our Tender Shepherd children.

  My name is Jodie Nelson and I am a member of the Lutheran Church of Guam. I have seen firsthand how hard the teachers and staff have worked to make this preschool a success. I am honored to serve on the board as board chair. As an elementary school teacher, I know the importance of starting a child’s education off in the right direction.

     At Tender Shepherd, preschool and childcare is an opportunity for your child to learn and set the foundation for academic readiness.  We allow time to explore their creative potential as they play in the classroom and playground.  We encourage growth in their social relationships.   Most importantly, it is an opportunity for our teachers to teach your child how much God loves them in a loving and nurturing way.

     Not only do our teachers teach your child but they also celebrate even their littlest successes with them. We expect them to give smiles and tender hugs when your child needs that extra care.  Their watchful eye helps you feel relieved when you are at work and are attending to all your other responsibilities.  Your child will always be welcomed with open arms no matter what kind of day you or your child are experiencing. We want it to feel like family when you are dropping off your child or picking them up.

 Our Tender Shepherd teachers and staff have Jesus in their hearts and through their daily activities and routines, they will teach your child that God loves them and they are saved by God’s Grace.

**Thank you for choosing Tender Shepherd Preschool and joining our family.**  We encourage you to get to know your child’s teacher, ask questions, and be informed.   We encourage you to participate in all programs and festivities.  We encourage you to be our partners in ensuring your little ones’ success.  We look forward to a great year!

God’s Blessings and Peace,

Jodie Nelson

Jodie Nelson

Tender Shepherd Preschool Board Chair

Jodie.nelson671@gmail.com

**TENDER SHEPHERD PRESCHOOL PHILOSOPHY**

The early training of a child is the most significant training he or she receives. Effective guidance and quality teaching must involve an approach to the total child. The staff will show love as they guide your child toward intellectual, emotional, social, language and spiritual development. The result of such a situation leads to a well-rounded personality, which acknowledges the daily presence of Christ in his or her life.

**AIMS AND GOALS**

Tender Shepherd Preschool seeks to provide an environment to help children grow in:

A. Relationship to self and one's own resources by:

1. Developing their mental resources; having a curious and creative mind.

2. Developing their physical resources; understanding their bodily functions and accepting responsibility for their physical needs.

3. Being mindful that they have emotional and spiritual needs, which help them to develop attitudes and knowledge as a foundation on which to build a complete and satisfying life.

B. Relationship to God and others by:

 1. Recognizing God's love and presence.

2. Recognizing all people as God's children; to be equal and to show respect, courtesy and consideration to others.

3. Respecting the family unit: appreciating one's place within the community.

4. Learning to work and play cooperatively.

1. Respecting authority (God, parents, teachers and others).

C. Relationship to nature:

 1. God created, preserves and rules nature.

 2. Acquire knowledge and attitudes needed to understand, use, care for, and enjoy nature.

**Curriculum**

The preschool follows the premise that everything the child does at school seeks to enhance the spiritual and moral character of the developing child. The normal day's schedule consists of:

A. Exercise in practical living, introducing children to responsibility by having them help in the care of the classrooms, and motor coordination through their daily activities.

B. Language development exercises, both spoken and written; teacher-child and child-peer conversations through "show and tell," units of self, family, community helpers, country, nutrition, health and safety, nature, animals, science, transportation, seasonal themes (religion/secular), and storytelling.

C. Religious stories, songs and prayers.

D. Cognitive development through visual, sensory and motor discrimination programs for reading and math readiness.

E. Physical development: small and large motor skills.

F. Manual and creative arts: fine motor, gross motor, painting, cutting, pasting, clay modeling and crafts.

G. Experiences with music and creative movement.

H. Experiment with cooking and nutrition.

**Admission Policy**

A child is enrolled when FULL payment has been received for registration and ALL forms are filled out and turned in. The following forms are needed upon official registration:

* Medical clearance form
* Updated shot records to include current PPD
* Birth Certificate
* Registration form with payment

Children who are presently enrolled will be given the first opportunity to enroll for the following school year.

**Medical Requirements**

Government of Guam law requires that the preschool complete a medical form for each child every year prior to admission. This must include the physician's medical examination and records of all required immunizations.

**Illness**

For the protection of your child and others, students who are ill should stay home. If a student becomes ill during school day, the parent, guardian, or emergency contact will be notified. Pick-up is required within 1 hour. Any student with the following symptoms should not be sent to school and will be sent home:

**Fever of 100.4** (doctor’s note for remittance to school if children miss more than 3 days of school)

**Vomiting or severe nausea**

**Skin rash that appears potentially infectious** (clearance from child’s doctor is required)

**Active head lice**

**Frequent diarrhea** (if more than 3 days of school are missed please see your child’s physician and a doctor’s note for remittance to school)

**Pink eye for 24 hours** need to be evaluated by a physician

**Impetigo**

**Ear aches** (that interferes with daily activities: please seek medical attention)

If your child contracts a communicable disease (mumps, measles, scarlet fever, strep throat, chicken pox, hand foot and mouth disease, or impetigo) please immediately report it to the school and your doctor.

Your child must be fever free (temperature less than 100.4) for 24 hours without Tylenol and Motrin prior to returning to school. Please help us protect our students from the spread of all infectious occurrences.

**A doctor’s clearance note is required to return back to school.**

Administration of medication - prescription medicine provided from your child’s doctor is accepted for staff to administer to your child. Please do not bring any over the counter products to school. Medication will be stored in a safe place in your child class away from children.

Please notify the teacher if something has occurred at home to upset your child.

In the case of serious injury or illness the following procedure will be followed: The parent, guardian or emergency contact person will be contacted immediately. Please make sure your emergency contact information is current and correct. A 911 call will be initiated when the staff determines that the nature of the illness or injury requires emergency medical attention.

**Attendance Record**

**IT IS IMPORTANT TO SIGN YOUR CHILD IN AND OUT ON A DAILY BASIS**

A sheet for signing your child IN and OUT will be in the possession of the Tender Shepherd staff. Not only does your signature give the Tender Shepherd staff your authorization to care for your child, but the sign-in log is also used to account for children in the event of an emergency such as a fire, earthquake or typhoon

**Please call the school if your child will be absent for the day whether sick or vacation**.

**Pick Up Time**

A valid picture ID is required upon “pickup” of any student. If someone other than the parent/guardian needs to pick up your child, an authorization must be made in writing. If there is an emergency, parents may give permission by sending an email. Your child will not be released otherwise. Ensure all contact numbers in your child’s file are updated.

**Afternoon Pickup (3:00PM – 6:00PM)**

Proceed to the side gate (entrance to the playground) to pick up your child. The sign in/out sheet and your child's belongings will be available to you at the side gate upon pick-up.

Weather conditions - Due to certain weather conditions that will not allow us to be on the playground site (rainy, stormy, too hot, etc.) we kindly ask that you proceed to the main entrance, ring the doorbell and the door will be opened for you by any of our teachers.

**AUTHORIZED PERSONS MUST BE AT LEAST 16 YEARS OF AGE AND PRESENT A VALID DRIVER’S LICENSE OR VALID ID CARD UPON SIGNING ANY STUDENT IN OR OUT.**

**Security**

When staff is not in the front office and teachers are in class, the front door will be secured for safety. Please ring the doorbell or call the school phone for entry.

**Emergencies**

**Typhoon**

Once Guam officials set Condition 2, the preschool will close and remain closed until the island returns to Condition 4. At that time, the preschool will reopen, if possible. Please listen to radio announcements for more information regarding the preschool's status.

**Power/Water Outages**

Water or power outages may necessitate closing the preschool. A phone call or a note on the door will notify you.

**Earthquake/Tsunami Warning**

In the case of an earthquake, students will be taken to the open playground so the teachers can account students/assess situation. If the earthquake was longer than one minute or a tsunami warning is given, the teachers will begin evacuation of the students to TOP OF THE MAR PARKING LOT. A phone roster will be taken to contact all parents of this move but should all phone communications cease working, please proceed to TOP OF THE MAR to pick up your child.

**Active Shooter**

In the case of an Active Shooter, we will secure all children and staff in our individual classrooms (an area that is most secured). We will remain in our individual classrooms until emergency response arrives and clearance is announced.

**Bomb Threat**

In the case of a Bomb Threat, we will evacuate the building and proceed to the beach area (behind school building). A phone roster will be taken to contact all parents of this move but should all phone communications cease working, please proceed to the beach (behind school building) to pick up your child.

**Terrorist Nuclear Bomb Threat**

In the case of a Terrorist Nuclear Bomb Threat, we will secure all children and staff in our K3, K4 and Pre-K classrooms (the most secured classrooms in the school. We will remain in the classrooms (CHILDREN WILL NOT BE RELEASED) until “CLEARANCE” is announced.

**Coronavirus (COVID-19):**

Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness. In the case of a coronavirus (covid-19) outbreak, we will immediately adhere to the advice and guidance and comply with the guidelines issued from the Department of Public Health and Social Services (DPHSS). Please know we will provide updated information as necessary through a level system. (Level one; low level, Level two; moderate level, and level three; high level)

**Emergency Contact No.:**

Jessame Cruz 671-797-5377

April Tyquiengco 671-487-2301

**Discipline**

Employees at the preschool do not use corporal punishment or punitive attitude toward your children. If your child is not following the rules, he or she will be placed in “time out” for a short period of time, away from the other children. Parents will be notified if there is a continued or serious disciplinary problem.

**Biting, hitting or other inappropriate behavior**

Children who harm other children will be separated from the others and parents will be notified. Parents and preschool staff will have a conference on what is causing this behavior and different ways to prevent this from happening again. If the harmful behavior continues, the parent/child will be released from the preschool. There will be no refunds on tuition.

Inappropriate behaviors such as spitting, foul language, hurting other children, will not be tolerated within the preschool. Parents will be notified for a conference.

**Student Evaluations**

Assessments are conducted quarterly. Parent conferences will be scheduled “IF NEEDED” to discuss your child's development or any other concerns with his or her teacher. Parents are invited to contact the Director of Tender Shepherd with any questions or concerns about their child/children's education.

**Footwear and Clothing**

**Footwear**

* For safety, children are to wear CLOSED-TOE SHOES ONLY such as tennis shoes or tie shoes. No open-toed shoes, zories, slippers or flip-flops will be permitted.

**Clothing**

* The most desirable clothes for children are those in which they feel the most comfortable.
* Please bring an extra set of clothes for your child in case of an accident (regardless of age or if they are potty trained).
* Since the children are involved in painting activities, please send your child in clothes that he or she will not have to worry about getting dirty.

**Field Trips**

* Field trips are planned with educational interests in mind. Field Trip Waiver Forms must be completed by a parent to authorize child participation.
* The preschool may use local or private transit systems to transport students to and from the preschool.
* Fees may be required.
* Parents are welcome to participate.
* Students must wear a Tender Shepherd T-shirt & closed toe shoes.

**Nap Time**

A nap is scheduled after lunch each day. The preschool will supply a cot. **Parents are asked to provide a small flat sheet, small blanket and a small pillow labeled with the child's name.** It is the parents' responsibility to keep these items clean. They will be sent home at the end of each week to be laundered. Please return blankets when school resumes the following week.

**Snacks**

Tender Shepherd will provide a small morning snack “9am” and an afternoon snack “3pm” (for those registered for the afternoon). If you wish to send a snack for your child's entire class, please feel free to do so after speaking with the Director and your child's teacher. Please do not send candy, gum or soda to school. **PLEASE BE MINDFUL - WE ARE A NUT-FREE SCHOOL.**

**Lunch Time**

Students must bring a nutritious lunch daily, along with a drink and necessary utensils. Parents may be asked to restock utensil reserves used for their child. **Please do not send candy, gum or soda.** **PLEASE MARK YOUR CHILD'S NAME ON LUNCH CONTAINERS OR BOXES**. Please, no glass bottles, only plastic containers.

We do offer a catered lunch daily for an extra charge. **All orders may be ordered the day of no later than 8:30am.** **We will not accept lunch orders after 8:30am.** Lunch price is $5.50. All lunch orders will be tallied and included with the following month’s tuition. Any cancellations of the day’s lunch must be made prior to 8:30 a.m. otherwise your account will be charged for the lunch.

**Toys**

Children should not bring toys to school except for "Show-and-Share." (Toy guns or weapons such as swords are not allowed at any time.) We are not responsible for broken toys. The preschool encourages parents to send items for "Show-and-Share" that would be interesting to the class. **IPod or electronic devise are not permitted at school.**

***The preschool/staff is not responsible for any lost or broken toys.***

**Birthdays**

Birthdays are "Special Days," so we encourage parents to help plan something for this day. It is recommended that birthdays be celebrated on or as close to the actual date of the birthday as possible.

Please notify the Director and your child's teacher of any birthday plans at least two weeks prior to the day. Keep refreshments light and simple. Parents will need to bring necessary supplies such as plates and utensils. **PLEASE BE MINDFUL - WE ARE A NUT-FREE SCHOOL.**

**Disenrollment Policy**

The Tender Shepherd Director has the option to dis-enroll any child at any time for failure to meet their monthly tuition payment. In addition, repeated violation of policies referenced in this handbook may also lead to disenrollment.

**Vacation and Early Withdrawal**

Please inform the Director in advance when planning a vacation. This will assist the teacher in preparing the daily lesson and snack schedules for the rest of the class. This also ensures that important lessons are not missed. Your cooperation in this matter will only serve to prepare your child/children in their academics. During the school year (August-May) the preschool **does not pro-rate the monthly tuition**. Tuition payments will need to be paid by the due date to remain enrolled.

A 30-day written notice is asked for withdrawal of your child from school.

**Facebook Page**

TS has a Facebook Page (Tender Shepherd of Guam), please note “pictures/videos” will be taken throughout the school year and with “your consent” will be posted on our Facebook page.

**Whatsapp chat groups**

Whatsapp chat groups will be created for each classroom. The purpose of TS “WhatsApp” group chats is to facilitate communication, at its most basic level. Here at TS we feel education is nothing but communication. Therefore, we will create a “whatsapp” group chat for each class which can provide a network through which teachers can attain faster and more seamless communication with parents. It can also increase the level of communication between parents within the classroom.

Using the “Whatsapp” group chat as a communication tool, we would like to express our expectations in utilizing this tool as a benefit by heading the following:

**Consulting tool:** Since communication on Whatsapp is immediate, the app can be useful for teachers and parents to stay connected and in contact with one another. For example, the “Whatsapp” group chat is an app that is ideal to stay informed on certain things such as daily lunch orders, cooking activities, upcoming school activities, newsletters, daily reminders, emergency messages and so much more. These chat groups are solely for TS information, strictly for educational purposes.

**Collaboration:** Aside from being a place of dialogue, “Whatsapp” group chats also allow teachers to organize school activities with parents that are beneficial to our school, our children and their education. The “Whatsapp” group chat can even be a way to exchange suggestions, ideas or plans centering our children here at TS.

**Please note if you send a text message on the “Whatsapp” group chat or directly to your child’s teacher(s) privately, please know you might NOT get an immediate reply from the teacher(s).** If this happens and you absolutely need to get in contact with the teacher(s) you are more than welcome to contact the school office at 671-477-4732 or Ms. Jessame at 671-797-5377.

**Tolerance:** When it comes to speaking with other parents in the “Whatsapp” group chat, please keep in mind that not everyone thinks the same way. And please be mindful and careful with what you write! We should be moderate when expressing opinions and always remember why the chat exists in the first place, that is to **exchange information about our education, our children and our school. Please message your child’s teacher(s) privately if the message is not for the entire group chat. Should you not comply with our expectations of the usage of the "WhatsApp group chats" please know you will be deleted from the "WhatsApp group chat".**

**School Fees**

School Year 2022-2022 Registration Fee $275.00

**This fee is non-refundable.**

Summer School 2022 Registration Fee TBA

**This fee is non-refundable.**

A Beka Book Fee $65.00

Supply Fee $80.00

Cooking Activity Fee $65.00

**Tuition**

**Full-Time Preschool/Daycare 7:00 AM - 6:00 PM**

 $550.00 per month

**Part-Time Preschool/Daycare 7:00 AM - 2:00 PM**

 $450.00 per month

**Part-Time Preschool/Daycare 7:00 AM - 12:00 PM**

 $420.00 per month

**After School Care 12:00 PM – 6:00 PM**

$240.00 per month

(and non-essential days)

**2:00PM-6:00PM**

 $215 per month

 (and non-essential days)

There is an additional $35.00 per month for children using diapers. This fee is not pro-rated but a month-to-month fee.

**Payments are accepted in cash or check.**

**Tuition Discounts**

A sibling discount on tuition is available as follows:

 **First Child** Regular Tuition

 **Second Child** 10% discount

 **Third Child** 20% discount

 **Fourth Child** 25% discount

Each student will be limited to one (1) discount on their account.

**Miscellaneous Fees**

* **Returned Check** $25.00

(After a second NSF check, parent will be required to pay cash)

* **Late Payment** 10% of balance due

*(Charged after the 10thof the month and added to balance)*

* **Late pick up**  $15.00 for 1–15-minute past 6:00 PM an additional *$30 for 16–30-minute past 6:15p.m. Repeat violations will result in discharge from the school.*
* **Hourly Rate** $4.00 ($1 for quarter hours)

(For 12:00pm and 2:00pm students—upon availability

Pickup 10 minute after scheduled time will be charged the quarter hour fee)

* **Daily Drop-in rate\*\* $**35.00

***\*\*Upon availability of space at the Director's discretion and scheduled in advance.***

* ***Weekly Rate\*\**** *$140.00*

***\*\*Upon availability of space at the Director's discretion and scheduled in advance.***

**\*ALL FEES WILL BE ENFORCED**

**Parents will be asked to provide throughout the school year:**

* Water bottle (daily)
* Diapers (if necessary)
* Pillow/Blanket (please keep them as small as possible)

**Registration Form along with Medical Clearance, Birth Certificate, up to date Immunization Record with current PPD skin test, and payment must be turned in prior to attending our school.**

**Parent Handbook Provisions**

The Tender Shepherd Board has the option to revise the parent handbook anytime throughout the year. Parents will receive a 30-day written notice before the revision goes into effect.

**School Schedules**

The preschool consists of four classes

* K2
* K3
* K3/K 4
* PRE-K

Preschool Hours:

 Monday through Friday 7:00 AM - 12:00 PM

Preschool/Nap Hours:

 Monday through Friday 7:00AM-2:00PM

Preschool/Nap/Daycare Hours:

 Monday through Friday 7:00 AM - 6:00 PM

**Daily Schedule (varies slightly for each class)**

 **7:00 a.m. School Open**

 7:00 a.m. - 8:30 a.m. Free Play/Breakfast

 8:30 a.m. Preschool

 9:00 a.m. Snack

 10:00 a.m. Preschool

 10:30 a.m. Recess

11:00 a.m. Lunch Time

12:00 p.m. Nap Time (quiet time) 12:00 p.m. Pickup time

2:00p.m. 2:00 p.m. Pickup time

 3:00 p.m. Snack

 3:15 p.m. Outdoor / Indoor Play

 4:30 p.m. Activity

 **6:00 p.m. School Closed**

**Tender Shepherd Preschool**

**2022 – 2023 Special Events**

|  |  |
| --- | --- |
| Friday October 28, 2022 | Fall Festival Parade/Carnival |
| Friday November 18, 2022 | Thanksgiving Feast/Program |
| Friday December 16, 2022 | Christmas Program |
| Friday March 31, 2023 | Chamorro Fiesta |
| Thursday April 6, 2023  | Easter Egg Hunt |
|  FridayApril 21, 2023 | Spring Concert  |
| FridayMay 12, 2023 | Mother’s Day Program |
| SaturdayMay 27, 2023  | Pre-K Graduation |
| Friday June 18, 2023 | Father’s Day Picnic & Games |
| Saturday August 5, 2023  | Open House |

**Tender Shepherd Preschool**

**2022 - 2023 Holiday Schedules**

|  |  |  |
| --- | --- | --- |
| Monday, September 5, 2022 | Labor Day | **Closed** |
| Monday, October 10, 2022 | Columbus Day  | **OPEN****Day Care Only** |
| Friday, November 11, 2022  | Veteran's Day | **Closed** |
| Thursday, November 24, 2022 | Thanksgiving Day | **Closed** |
| Friday, November 25, 2022 | Day after Thanksgiving | **OPEN****Day Care Only** |
| Friday, December 23, 2022 | In Observance of Christmas Eve | **Closed at Noon** |
| Monday, December 26, 2022 | In Observance of Christmas Day | **Closed** |
| Friday, December 30, 2022 | New Year’s Eve | **Closed at Noon** |
| Monday, January 2, 2023 | New Year’s Day | **Closed** |
| Monday, January 16, 2023 | Martin Luther King | **Closed** |
| Monday, February 20, 2023 | President's Day | **Open** |
| Friday, April 7, 2023 | Good Friday | **Closed at Noon** |
| Monday, April 10, 2023 | Easter Monday | **OPEN****Day Care Only** |
| Monday, May 29, 2023 | Memorial Day | **Closed** |
| Thursday, June 1, 2023 | Teacher Workday | **Closed** |
| Tuesday, July 4, 2023  | Independence Day  | **Closed** |
| Friday, July 21, 2023  | Liberation Day | **Closed** |
| Thursday & FridayAugust 3rd & August 4th  | Teacher Workshop | **Closed**  |

**Parent Satisfaction and Concern Procedures**

We are committed to providing your child with the best possible care. However, we know there may be times when you have suggestions and comments. Concerns and/or questions will be handled on a case by case basis.

It is our goal to be proactive in meeting the needs of parents while also striving to excel in offering a quality, developmental and recreational program for the children. To ensure parent satisfaction, please take the following steps:

* Parents should speak with their child’s classroom teacher(s) if problems occur.
* If the classroom teacher(s) cannot resolve the problem to your satisfaction, you may speak with the Assistant Director. The Assistant Director will listen to any concerns and will take the appropriate action and respond to you with an answer.
* If you are still displeased, please contact the school Director and the school Director will take the appropriate action and respond to any concerns within 3 business days.

Tender Shepherd is committed to partnering with you as parents to provide a stable foundation for early learning and school readiness. Working together we can help build a secure and successful future for your children.