First Covenant Treehouse Preschool & TK

4000 Redwood Road ✦ Oakland, California 94619
Telephone: (510) 531-0320 ✦ Fax: (510) 842-0531

December 1, 2026

RE: IMPORTANT DECEMBER INFO

Friday, Dec. 4 - Christmas Celebrations:
Our Christmas celebration this year will be held on Friday, Dec. 4. Everyone is invited to come and hear our beautiful children sing.

Performance schedules are as follows:

Little Angels: 10:00 am *Church Gym
Preschool: 11:00 am *Church Gym

BREAK for Lunch

Pre-K: 1:00 pm *Church Gym
TK: 2:00 pm *Church Gym

*Please arrive early for parking and seating

Dec. 18 - Minimum Day:
Our last day of school this month is Friday, Dec. 18h . We will be closing at 12:00 noon for the Christmas holiday. Please plan to pick up your child earlier or promptly at noon.

We will charge late fees of $1 per minutes for pick-ups after immediately 12:05 pm, regardless of schedule you are registered for.

Dec. 21st - Jan 1st - Christmas Break:
Treehouse will be CLOSED from December 21st - January 1st, 2027. Please remember to take jackets, water bottles, lunches, blankets, etc. home with you over the break.
Classes will return Monday, Jan 4th, 2027

Please note that January 2027 tuition is charged on December 1st, 2026 and it is expected that all Treehouse families, including children starting in January. Any payments made after Dec 5th will be charged a $15 late payment fee.

2027-2028 Registration for Returning Students and Current Families:
We are now enrolling current students and their siblings. If you will be returning for the school year beginning in September of 2027, please get your returning application and submit it along with the $100 non-refundable registration fee to the office as soon as possible.

Returning Applications for current families are due by Friday, December 11th.

Families with siblings who are old enough to join our Little Angels class will also be able to pick up New Registration forms from the office.

2027-2028 Registration for New Students:
We are opening enrollment of brand new students and families from the community starting in January 2027. Please tell your friends, family and neighbors about our wonderful Treehouse Preschool. We have many spaces available.

Thank you for your Partnership:
Thank you for driving cautiously while coming in and out of the school premises. We also thank you for **not using your cell phone** while driving in the parking area There are so many children around us, and they are difficult to see at times.

We request that you turn off and lock your car even if you run in for only a second. Do not leave your purse or other valuables within view and do not leave your child in the car locked or unlocked at any time.

If you need our support with bringing in your child, please call us at the office and we will be more than happy to support you. Thank you for your cooperation in making Treehouse a safe place for our children.

Signing In / Out for your Child:
It is very important that you sign in and sign out for your child each day with the accurate time so that children can be accounted for in case of an emergency. Please do not share your ProCare code with new or other adults. Each adult must use their assigned ProCare code.

State law requires parents/guardians to sign in and out daily to legally transfer the responsibility of the child to the school and back to the parent again when the child leaves.

Please be aware that only parents/guardians and designated adults are allowed to a child sign in and out, and they 18 years old or older, and must use their full legal signature. You may sign with your Initials if your full signature does not fit the screen.

Please do not allow your child or anyone under 18 years old to sign in or out on ProCare or in the official folder, as we can get cited by licensing.

Please do not draw pictures, smiley faces, hearts, flowers, etc. in the signature section of the ProCare sign in/out process.

If Treehouse receives an attendance citation from licensing due to parental error, the citation fee will be charged to their child's account.

Conversation with Staff:
For the safety of our children, it is very important that our staff does not engage in lengthy conversation, which would distract them from watching our busy-growing kids. Please keep conversations to all staff short. If you have specific questions about your child, please ask your child's head teacher.

If you need to meet with your head teacher to discuss your child even further, please do so by emailing the office to set up an appointment.

Suspicious People/Activities in the parking lot:
If you see any suspicious people/activities in the parking area, please notify Treehouse office immediately. We do our best to ensure the safety of your children and our staff. **IF YOU SEE SOMETHING, SAY SOMETHING**.

Blessings for Christmas and the New Year:
All of us at Treehouse wish you a very Merry Christmas. May the Lord bless your family as we celebrate the birth of our Lord Jesus. He is the reason for this beautiful Christmas season, and we pray that you will reflect and be reminded of God's love for each of us. We also pray that the New Year brings us good health, peace, joy and many blessings from above. The Lord bless and keep your family under His love.

For unto us a Child is born,
Unto us a Son is given,
And the government will be upon His shoulders.
And His name will be called
Wonderful, Counselor, Mighty God,
Everlasting Father, Prince of Peace.

Isaiah 9:6-7