

Torah Day School of Dallas
Preschool Parent/Student Handbook
2026-2027

Information in this handbook supersedes any previous Torah Day School of Dallas handbooks.

TDSD Mission Statement

Torah Day School of Dallas instills in children a lifelong passion for learning, in a warm and nurturing community, steeped in Jewish traditions and Torah values.

Hours of Operation

The 2026-2027 school year begins on Wednesday, August 26th. School hours on Monday-Thursday are from 8:15am-4:00pm and on Fridays from 8:15am-2:00pm (ST) or 8:15-2:30pm (DST). We are open from August through June.

School Cancellation or Delayed Start

In the case of emergency or weather-related closings or late starts, parents will receive a text message and email alert from TDSD to the contact information provided upon admission. Many things are taken into consideration when discussing an early dismissal or a no-school day, as we weigh the importance of learning but also the primary importance of not endangering students or staff. We will share information as soon as we have it, and when possible, the evening before the day concerned. Decisions that can only be made overnight will be communicated by 6:30 am. If no message is sent directly from Torah Day School, parents may assume that school is scheduled as usual.

Picking up a Child during the School Day

We recognize the occasional need to schedule an appointment during school time. We ask that you notify the front desk by phone (972-964-0090) at least 1 hour prior to picking up your child. Our receptionist will direct you as to what procedure you should follow upon pickup and drop off, should your child be returning to class after their appointment.

Parent/Teacher Partnership

In order to create a safe environment as well as a partnership between our home and school, we ask that parents communicate with the administration as well as their child's teacher if there will be any changes to the child's regular routine or schedule. This includes a parent being away from home, a child leaving school for an extended period of time, a child at home sick, etc.

Behavior Requirements

Guided by Dr. Becky Bailey's Conscious Discipline approach, all preschool teachers have had training in helping children feel connected, safe, and loved. Teachers have been given the tools to use replacement behaviors (showing the child what they should be doing) as opposed to focusing on the undesirable behaviors. We believe that all behavior is a form of communication, and if a child is "acting out," they are communicating something to us. When a child's behavior is putting him or those around him in a dangerous situation, the teacher, after taking a deep, calming breath for herself, will lovingly and safely remove the child from the situation and help "change their brainstate" in order to help the child focus on their frustration. Once the child shows he is ready to return to the class activity, he will be closely watched to see if he needs the teacher's assistance in using the replacement behaviors.

BITING POLICY

Our program recognizes that biting can unfortunately be a normal part of infant and toddler interactions in a group setting. We always act quickly when children use this behavior and immediately involve the nurse should the situation require it. We also recognize how upsetting this can be for parents. Should these behaviors arise, we work to decrease them in our classrooms. We also know that children can bite for a variety of reasons, and most of these reasons are not related to behavior problems.

All names of children involved in biting incidents are kept confidential to avoid labeling and to allow our teachers to focus their time and energy on stopping the biting.

When a biting incident occurs, we prioritize the safety and comfort of the child who has been harmed by following these steps:

1. Provide care for a child who has been bitten, both physically and emotionally.
    - Appropriate first aid is applied, and emotional support is given.
2. A teacher or administrator will contact the child's family on the same day of the incident.

We also work with the child who has used this behavior by doing the following:

1. Work with the child to incorporate other behaviors instead of biting.
2. A teacher or administrator will contact the child's family on the same day of the incident.
    - TDSD will collaborate with the family to reduce the behavior at school and at home.
3. When ongoing biting occurs, the teacher, Preschool Director, and parents will together develop a written plan with specific strategies, techniques, and a timeline to work on the problem. The parents of the child who is biting may be required to provide additional teacher support in the classroom at their expense while working through this plan.
4. If this behavior continues after incorporating several steps in response to the biting, and after working with the child's parents, the school may require the child to be taken home until the child can exhibit that he or she has advanced beyond the stage where the safety of other students is a substantial risk. This will be decided by the Preschool Director with the teacher's input.
5. If the behavior has reached the point where the child needs to be taken home, the following steps will be followed:
    - The child will spend a minimum of two days at home.
    - In most cases, a meeting between the school team and both parents will need to happen before the child is allowed to return to school.
    - Upon returning, the child will begin a probationary period. This period of time will be between 4–6 weeks (to be determined by the Preschool Director).

- If the child is able to complete this period of time with zero biting incidents, they will be able to rejoin the program as usual. If any biting occurs after this period, it will be treated as a "first behavior," and the steps at the top of this form will be followed as usual.
- If a child bites or attempts to bite during this period, they will need to be picked up from school and remain home for two days, and the probation period will restart upon their return to school.

Although we want every child to succeed and overcome growth challenges, if the biting persist the child may be asked to leave the program.

HEALTH REQUIREMENTS

All health-related inquiries should be directed to our school nurse, Nurse Rosey, at ryachnes@tdsd.org or 972-964-0090 ex. 110.

FEVER* A temperature of 100° or higher	**PERSISTENT COUGHING*** Or other problems with breathing/ productive cough (yellow/green mucus)	**DIARRHEA OR VOMITING*** Within the past 24 hours	**RASH** Itchy body rash an/or fever	**HEAD LICE** Itchy head, active lice	**EYE INFECTION** Eye is red and oozing a yellow or green discharge
					
WHEN CAN YOUR CHILD RETURN TO SCHOOL:					
Fever free for 24 hours without the use of fever reducing medications such as ibuprofen or acetaminophen	Cough is mild and infrequent. If having problems breathing or productive cough cleared by a doctor's note	Free from diarrhea and/or vomiting for at least 24 hours and evaluated by a doctor if needed	Free from rash, itching, or fever and cleared by a doctor (Follow fever protocol.	Cleared by the school nurse	Cleared by a doctor's note.

Medication:

All medication, either prescription or over-the-counter, must be administered to students by the nurse.

No student of any age should be sent to school with medication on their person. No student may keep any type of medicine in his or her locker, backpack, cubby, or any other personal place.

- One-time or daily medications: Parents must sign an authorization and include times for TDSD employees to administer each medication according to label directions. Medication must be in the original container labeled with the child's full name and the date brought to school
- Recurring medical problems: If a child has a periodic and recurring medical problem, such as headaches, asthma attacks, or allergic reactions, the parent and healthcare professional must sign a medication authorization allowing the school to administer as needed. Any necessary medical devices, such as an inhaler, must be provided by the parent and labeled with the child's name.
- The school nurse was provided with two unassigned epinephrine injectors for emergency use, only to be administered by the school nurse.

Critical Illness or Injury:

In the event of an emergency, Emergency Medical Services will be contacted, or the child will be taken to the nearest emergency room. If time allows, in the judgment of TDSD personnel handling the situation, parents will be contacted before this decision is made; if not, they will be contacted at the earliest possible opportunity. **Efficient parent communication depends upon the parent providing an up-to-date phone number on the enrollment forms, which must be updated each year.**

Head Lice

Students are checked periodically for head lice. Parents will be notified if lice or nits are found, and students will be sent home. Before returning to school, a student must have approval from Nurse Rosey. Students must be rechecked two days after re-entry; it is the parent's responsibility to take the student to a school-authorized checker. Rechecks will continue as long as the checker feels it is necessary.

Immunizations

TDSD requires all students to be up to date with state-required vaccinations. TDSD does not allow exemptions for reasons of conscience or any non-medical exemptions. Medical exemptions must be submitted to Nurse Rosey on this form and are subject to approval from the administration. Failure to comply with immunization requirements could result in the removal of a child from school until the situation is rectified.

Vision and Hearing Screenings:

The school will provide hearing, vision, AN (acanthosis nigricans), and scoliosis screening for Pre-K, grade 1, 3, 5,7, and new to the school. A referral to the doctor will be sent home with those students who fail the screening.

Meals

Meals and snacks are not provided at TDSD. All parents must send in their child's lunch and snacks from home.

Safe Sleep

Torah Day School of Dallas practices safe sleep procedures. We do not have any children 12 months or younger in our facility.

Enrollment Procedures

Our enrollment season begins in January. Current students are offered re-enrollment, and parents must complete an updated enrollment packet for their child(ren) for the following school year or opt out. This is communicated to parents through email. New students to the program are invited to apply through our online application system.

Parent Discussion

We welcome parents to be in touch with the administration if they have any questions or concerns about our preschool policies. Parents have been given our school phone number and email address. Parents have access to our Parent Handbook on our website.

Parent Participation

There will be various opportunities throughout the school year for parents to be involved in their child's school experience.

Abuse and Neglect

Our staff have all completed training in awareness of Abuse and Neglect. There are signs in each classroom with contact information needed to report abuse and neglect. Our policies and procedures for minimum standards are available upon request.

If you would like to notify our licensing program of something:

The information can be found here.
Reports can be made by phone: 1-800-252-5400 or online.

Emergency Preparedness

Our emergency preparedness plan is available upon request.

Gang-free Zone

Torah Day School of Dallas is a gang-free zone.

Staff Vaccination Requirement

As of right now, we do not require any teachers to be vaccinated.

Transportation

We do not provide transportation to and from school; all children are dropped off/picked up by parents.

Water Activities

Torah Day School of Dallas does not provide any water activities in the preschool program regularly. If an activity involving water will be held, parents are informed and given the opportunity to ask that their child not be involved.

Field Trips

TDSD does not take children on outside field trips. The children have "visiting field trips" at the facility.

Animals

TDSD does not have animal visitors as part of the preschool program.

Extreme Weather Guidelines

Child Care Weather Watch

Wind-Chill Factor Chart (in Fahrenheit)

Air Temperature	Wind Speed in mph								
	Calm	5	10	15	20	25	30	35	40
40	40	36	34	32	30	29	28	28	27
30	30	25	21	19	17	16	15	14	13
20	20	13	9	6	4	3	1	0	-1
10	10	1	-4	-7	-9	-11	-12	-14	-15
0	0	-11	-16	-19	-22	-24	-26	-27	-29
-10	-10	-22	-28	-32	-35	-37	-39	-41	-43

Comfortable for out door play | Caution | Danger

Heat Index Chart (in Fahrenheit %)

Air Temperature (F)	Relative Humidity (Percent)												
	40	45	50	55	60	65	70	75	80	85	90	95	100
80	80	80	81	81	82	82	83	84	84	85	86	86	87
84	83	84	85	86	88	89	90	92	94	96	98	100	103
90	91	93	95	97	100	103	105	109	113	117	122	127	132
94	97	100	103	106	110	114	119	124	129	135			
100	109	114	118	124	129	130							
104	119	124	131	137									

Promotion of Indoor and Outdoor Activities

Each morning, every class has 30 minutes of sensory gym to work on the students' gross and fine motor skills. The TDSD preschool also has multiple outdoor play areas. Lots of dirt and wood chip areas for digging and imaginative play, concrete areas for bikes and gross motor activities, and we have two large climbing structures. Each class usually has 30 minutes of outdoor time, weather permitting. We ask that all children come to school ready to play both indoors and outdoors with shoes that will protect their feet.

On days that weather does not permit outdoor time, we utilize the all-purpose room, which is set up with both gross motor and fine motor activities for the children to use.

Sunscreen and Insect Repellent

The school does not provide sunscreen or insect repellent. If a parent chooses to send in with their child, clearly labeled with the child's name, the teachers will apply it.

Inspection Reports

All licensing and inspection reports will be kept in the main office and will be available to parents upon request. Parents may access the state minimum standards online using this link.

Special Care Needs

If a child needs special assistance, the teachers will make all necessary arrangements to comply with the instructions given by the caregivers and medical professionals.

Nursing Mothers

Parents are welcome to send milk for their children, clearly labeled with the child's name. Mothers who wish to nurse their child during the day will be provided with a private location upon request.

KEEPING CHILDREN SAFE

Report Abuse and Neglect

Texas law requires a person having reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect by any person to immediately make a report to the Texas Department of Family and Protective Services or law enforcement.

Call **800-252-5400** to make confidential reports. Failure to report suspected abuse or neglect is a crime.

Employers are prohibited from retaliating against caregivers who make reports in good faith.

Protect Children

- Never shake a baby.
- Shaken baby syndrome is the result of violently shaking a young child. Injuries can include brain swelling and damage, subdural hemorrhaging, reduced cognitive function and death.

Sudden Infant Death Syndrome

- SIDS is the unexplained death of a sleeping baby.
- Always place infants to sleep on their backs in a bare crib or play yard with a firm surface.
- Do not place soft bedding, including blankets and stuffed toys, inside the crib of an infant under 12 months.

Keep Children Healthy

- Wash your hands and children's hands often.
- Immunize children.
- Keep ill children at home.
- Learn pediatric CPR and first aid.
- Make sure children drink plenty of water.
- Discuss special needs with caregivers.
- Learn more about childhood diabetes, which impairs a body's ability to regulate blood sugar levels, and other medical conditions, from your child's health-care provider.

Water Safety

- Always maintain active supervision and stay within reach of children in the water.
- Secure water areas with fences, alarms or other means to ensure children don't access the areas unsupervised.
- Have an emergency plan and ensure caregivers are trained in pediatric CPR.
- Don't assume children will use good judgment around the water and make safe choices.
- Require each child who is unable to swim, or at risk of injury or death when swimming, to wear a properly fitted and fastened U.S. Coast Guard approved life jacket before entering and while in a swimming pool.

Transportation Safety

- Use car seats and booster seats according to Texas law. All children under 8-years-old who are 4'9" or shorter must be in an appropriate child safety seat system installed according to manufacturer's instructions.
- Before closing car doors, make sure that arms, fingers, legs and toes are all inside to avoid accidental injury.
- Children should not be left in a car unattended for any period. Have a system in place to ensure all children have safely exited the car.
- Keep car doors locked and the keys out of children's reach.
- Educate adults and children about car and transportation safety, especially about getting in and out of a vehicle, loading and unloading curbside.
- Maintain active supervision when children are around cars.
- More information can be found at: https://www.dps.texas.gov/section/media-and-communications-office/child-passenger-safety-information

Unsafe Children's Products

Visit the U.S. Consumer Product Safety Commission website at cpsc.gov to see recalls of unsafe children's products. Sign up for email updates at cpsc.gov/newsroom/subscribe.

TEXAS
Health and Human Services

Texas Health and Human Services Commission
Child Care Regulation Department

* Texas Family Code, Title 5. The Parent-Child Relationship and the Suit Affecting the Parent-Child Relationship, Subtitle E. Protection of the Child, Chapter 261. Investigation of Report of Child Abuse or Neglect, Subchapter B. Report of Abuse or Neglect; Immunities

December 2023

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TEXAS
Health and Human Services

ATTENTION PARENTS

You are entitled to see the following information. You may ask the director to show you the most recent copy of:

- The minimum standards for this licensed center (also available at https://www.hhs.texas.gov/providers/protective-services-providers/child-care-regulation/minimum-standards or access the QR code below)
- Parent's Rights
- The investigation or inspection report from Texas Department of Family and Protective Services or Health and Human Services (also available at www.txchildcaresearch.org or access the QR code below)
- Documentation of liability insurance that complies with Human Resources Code, Section 42.049
- The fire marshal inspection report
- The health department sanitation inspection report
- The gas pipe inspection report
- The licensed center operational policies

Minimum Standards

Search Child Care

Texas Health and Human Services Commission
Child Care Regulation Department

Revised 12/2023 Non-Form J-800-2957

Parent Notification Poster for Center-Based Care

20D0553