



Preschool Handbook

Philosophy

Our Preschool sets forth as its basic tenant

“Children are for loving and guiding.”

Each and every child in this world should feel loved.

To love is: To be truly concerned about the individual child.

To listen with understanding (this does not always necessarily mean approval or agreement);

To care about successes and failures;

To be a comforter in times of stress, sadness, or disappointment;

To rejoice during periods of happiness or jubilation;

To be silent, unwavering, and available in contemplative, reflective moments;

To be attentive during all interactions;

To be consistent in reactions and expectations;

To guide is: To acknowledge the developmental level of each individual child;

To attempt to lead as well as accompany a child toward a real understanding of where he or she wants to go and to where he or she needs to go;

To set reasonable limits on physical behavior and promote the development of personal ethics;

To help him or her progress with self-assurance, self-discipline, intellectual curiosity, and competence.

Program

Educational opportunities for “whole child development” are provided in many areas including spiritual, social, intellectual, emotional, aesthetic, and physical.

A close relationship between family and school is encouraged to enhance this process.

We value the importance of play in each child’s development. Through free play and directed play activities, teachers encourage children to reach developmental milestones that will help them succeed in all areas of life.

Spiritual needs are met by caring Christian teachers who value each child as a special gift of God and teach and model Christian values.

There are worship experiences every week to enrich devotional life. Teachers also strive to incorporate Biblical values into their daily lessons.

Social needs are met in limiting class size and by working and playing in small and large groups. These varying environments provide experiences to promote genuine caring and respect for others and opportunities for the development of important social skills.

Intellectual needs are met by providing a developmentally appropriate program of activities in language arts, math, science and social studies in all classes. Each

child moves at his or her own pace along a continuum of increasingly challenging activities.

Emotional needs are met by encouraging the child to fully develop individual talents and abilities in a loving environment where success and growth in self-confidence are fostered.

Varying interactions with peers and adults add further dimension and opportunity for maturation.

Aesthetic needs are met by art, music and movement experiences integrated within the curriculum in individual classrooms as well as the opportunity to participate in “end of school” programs.

Physical needs are met by daily play on a safe, well-equipped playground and through classroom activities.

An indoor room is available and can be utilized during inclement weather.

Behavior Management

One of our goals is to support children’s social and emotional development by providing a safe, appropriate environment to learn and grow.

Self-regulation and cooperative skills develop over time. To help guide the children through this process, teachers and administration will use positive guidance techniques, reinforce positive behaviors, and provide the children with ongoing opportunities to develop solid self-regulation and social skills, while maintaining a safe classroom situation.

The teachers and administration will establish expectations that are understandable, fair, developmentally appropriate, and consistently applied.

Both the group as a whole and the child as an individual will be considered when determining how to handle a situation.

Consistent with our developmental approach, behavioral guidance shall be constructive in nature, age and stage appropriate, and shall be intended to redirect children to appropriate behavior and resolve conflicts.

At times, a child is removed from a situation until they regain control of their feelings, always under the caring supervision of a teacher or aide.

Parents want to be advised of any unusual occurrence during the school day. Staff will contact parents if a student has been involved in a situation involving biting, hitting, pushing, pinching or use of inappropriate language, etc.

Parents and teachers can work together to determine how best to help the child model more acceptable behavior.

In the event that a child displays consistent challenging behavior, a meeting will be set with the director and parents. It is important that the child not be present for this meeting.

At this time, all concerns will be discussed. The purpose is to open the lines of communication and come up with a mutually agreed upon behavior plan. During this meeting, a written behavior plan will be created in an effort to address concerns.

The preschool and/or parents will implement the plan immediately. A follow-up meeting will be scheduled within 3 weeks to discuss progress.

In the event that the preschool or child's parents decide that the preschool is unable to provide for the needs of the child, a decision about the child's continuation in the program will be made.

While we seek to support children to the best of our ability, we must maintain the safety and well-being of every child and staff member of the preschool.

Health and Illness Safety Policy

In order to protect all children at the preschool, we have very stringent policies concerning sick children.

If your child becomes ill at school, we will call you and ask that you pick up your child immediately or make arrangements for someone else to pick him or her up within 30 minutes.

Children must be free of fever, vomiting, and/or diarrhea for 24 hours before returning to school after an illness, without the use of medication.

Do not bring your child to school if they exhibit any of the following:

- A sore throat
- Discharging eyes
- A constant cough
- Diarrhea
- Heavy and/or colored nasal discharge
- A rash
- A fever over 100.4
- Any symptoms of communicable disease
- Lice/nits

These guidelines offer protection for your child and all others present.

Medication in its sealed original container will be accepted by the office only after parents have completed the Medication Consent Form and provided written instructions from the child's health care provider.

Only staff who have been trained will administer these medications.

Notify the Preschool office if your child has a contagious illness or disease so that we may take appropriate action to notify other parents and to be alert to symptoms and prevent the spread of germs and/or lice.

Individual student confidentiality will be maintained during this process.