



Preschool Handbook

2009-2010

School Year

"...he shall gather the lambs within his
arms, and carry them.."
(Isaiah 40:11)

Little Saints Preschool
1206 Logan St.
Holdrege, NE 68949
308-995-4590

Purpose:

Little Saints Preschool offers children a variety of learning experiences in a Christian atmosphere. These experiences develop skills and promote growth physically, socially, emotionally, mentally, and spiritually at their individual levels.

Mission:

Our mission is to help each child develop into the total self God has created him/her to be as we become rooted in Christ.

Curriculum Objectives & Goals

The preschool curriculum is based on a thematic approach integrating language (verbal, written, spoken, sign) science, math, social skills, and developing gross motor and fine motor skills.

The goals of our Christ-centered Preschool Program are to provide children with an opportunity:

1. To experience the Christian Community of faith and to realize the love of God in the person of Jesus Christ.
2. To work and play in a Christian atmosphere with children of their own age.
3. To be aware of the daily presence of Christ in their lives.
4. To be themselves and develop at their own rate.
5. To express themselves through art and play materials freely and constructively.
6. To learn to be tolerant, creative, cooperative, imaginative, empathetic, and considerate.
7. To learn to be independent: able to solve their own problems and to do things for themselves.

Time Schedule

MWF	<u>4/5 year olds 8-11 a.m.</u>	(4 by Oct. 15. Child could be going into K following year)
M-Th	<u>PreK 12:15-3:15 p.m.</u>	(4 by Oct. 15. Child IS going to K following year)
T,Th	<u>3 year olds 8-11 a.m.</u>	(3 by Oct. 15. Potty-trained)

Tuition

- \$75 per month for two-day-a-week attendance
- \$90 per month for three-day-a-week attendance
- \$100 per month for four-day-a-week attendance
- \$25 Registration fee (non-refundable) due at the time of enrollment

Tuition is due the first class of every month, September through May. If payment is not received by the 15th, a \$10 late fee will be assessed. A payment box is in the office or can be sent in the child's folder and we will give it to the office. A Guardian Angel Fund has been established to aid families (4/5 year olds only) in need of assistance with tuition. Please contact the preschool director for more information.

Supplies

A list of supplies the children need for class will be provided at the beginning of the year.

Clothing

Children should wear clothing that is washable and enables them to move easily. Parents should provide one spare set of clothing for their child (place in bag to be kept at school.) During the cold weather season children must have the proper coats, hats, gloves/mittens, and boots to keep them warm as we do go outside to play when possible. Please mark your child's name on these items!

Attendance

Whenever your child is absent, please call the preschool office (995-4590) between 7:45 and 8:15 AM or 12:15-12:30 PM to let the teacher know your child will not be attending.

Illness

We want to keep children as healthy as possible. In order to do this, we need your cooperation. Your child should not be brought to preschool if he/she has a fever of 100 degrees or more, vomiting, diarrhea, undiagnosed rash, eye or ear inflammation or discharge, or a communicable illness. If you do not exclude your child because of a communicable condition, a written statement must be obtained from the child's physician, indicating the child's condition is not highly communicable.

No medication can be given without written instructions from the parent and must be in the original bottle. We encourage you to give medications before or after class time. In the event your child needs to take medication during preschool hours, you will need to sign a medication permission form and a staff competency form before medicine can be given. The medicine will be locked in the medicine chest in the office. If your child should become ill at preschool, you will be called and the child will be separated from the other children until you arrive.

Cancellations

We will follow both All Saints Catholic School and Holdrege Public Schools for school closings due to weather. Listen to KUVR 1380 AM or NTV channel 13 to hear weather announcements

Snacks

Your child will have a fresh and nutritious snack everyday that includes milk. Please let us know if your child has an allergy to milk, they will be provided with juice or water. Snack fee will be:

- \$12 per quarter for Pre-K 4-5 year olds (4 days M-TH) afternoon
- \$10 per quarter for 4-5 year olds (3 days M,W and F) morning
- \$8 per quarter for 3 year olds (2 days T and TH) morning

Show and Share

For four and five year olds show and tell is a time when children can bring items from home to share with their friends. No play guns, knives, weapons or any type of war toys are allowed. Remember to put their names on all of their belongings. Friday (or Thursday) will be our Show and Tell day.

Three year olds show and tell will begin later in the year, when the teacher determines the children are ready.

Immunization Requirements (for 3-5 year olds enrolled in school based programs):

- **4 doses of Dtap, DTP or DT vaccine**
- **3 doses of Polio vaccine**
- **1 dose MMR given on or after 12 months of age**
- **3 doses of Hib vaccine or 1 dose Hib given at or after 15 months of age**
- **3 doses of Hepatitis B vaccine**
- **1 dose of varicella (chickenpox) given on or after 12 months of age**

A copy of your child's immunizations must be on file before the first preschool session. Reasons for no immunizations include only medical or religious. A medical certification must be signed by a physician, certified nurse practitioner, or physician assistant, that immunization is not appropriate for a stated medical reason. Or, a written statement from a parent or guardian and the religious reasons for not immunizing the child. The child will not be allowed to attend until immunizations, medical certification or a parental statement is provided.

Discipline

Children are learning responsibility for their own actions. They are guided by a set of rules and consequences. Love and logic, positive reinforcement and consequences are the guidelines that enable them to make good choices and learn from poor choices. If any disciplinary action is taken, a note will be sent home explaining the situation.

Transportation

Transportation is available to Little Saints Preschool in a full-sized eight passenger van. The cost of transportation is \$2.00/per child per day. This fee is the same whether your child rides one way or both. Each child will be secured in a car seat/booster provided by the school. There will be no more than six students with one adult driver transported at a time. The doors of the van will remain locked when the vehicle is in motion. Any parent wishing for transportation will sign a permission sheet which will be kept on file.

Please make sure that **an adult is present and visible to the driver**. Our policy does not allow children to enter a house without an adult present. Driver will wait for three minutes before continuing on the route. If your **child will be absent** and not require a ride **please leave a message** as early as possible at **995-4590**.

Communication

Each child will have a folder that daily communication will be put in. A monthly calendar will be sent, but is subject to change.

Arrival/Dismissal

A.M. Arrival	7:55-8:00 a.m. Drop your child at the North school entrance.
A.M. Dismissal	11:00 a.m. Children will be dismissed from the North doorway of the school entrance .
P.M. Arrival	12:10-12:15 Drop your child at the West door .
P.M. Dismissal	3:15 Pick up your child in the East parking lot behind the church .

Letter of the Week (MWF & PreK)

We begin our introduction to the alphabet with the letter of the week. Students may bring an item from home for the letter basket during each letter's designated week. This is NOT the same as Show & Share. Be creative and have fun as a family trying to find unique items that begin with the letter of the week. If they are items to be returned, please have them labeled with your child's name.

God's Shining Star

Each child will have the opportunity to be God's Shining Star for a week. It is a chance to tell all about themselves and what makes them special. Your child may bring a guest reader when they are God's Shining Star. Your child will bring home the information when it is their turn. We will try to do this around their Birthday. They are welcome to bring treats from home to share with their classmates. We request NO CUPCAKES as they tend to be quite messy.

Parent Volunteers

We ask two parents from each preschool session to sign up as "Room Parent." They will be responsible for calling other parents to organize a special treat and/or game for the following holidays: Halloween, Christmas, Valentines Day and Easter.

Daily Schedule

<u>Morning</u>	<u>Afternoon</u>	
8:00	12:15	Arrival
8:15	12:30	Circle (Opening/Calendar/Song/Finger play)
8:35	12:50	Bathroom
8:45	1:00	Story
9:00	1:15	Centers (Math, Handwriting, Creative Play, Paint, Computer, Reading/listening, Science)
9:40	1:55	Snack
9:55	2:10	Playtime outside
10:10	2:25	Letter of the Week
10:20	2:35	Bible Story
10:30	2:45	Weekly Reader/Craft Activity
10:50	3:05	Clean up
11:00	3:15	Dismissal

ACKNOWLEDGEMENT

I have had the opportunity to read the 2009-2010 Student/Parent Handbook for Little Saints Preschool, Holdrege, Nebraska. I agree that my son/daughter will abide by the policies set forth in the Handbook.

Parent/Guardian Signature

Date

Student's Name and Grade

**Please return this form by Friday, August 21, 2009 as it will be kept in your child's student file in the office.*

This form must be signed and returned to the school before your child attends class

Updated 8/13/2009