

Welcome to Preschool!

Preschool opens at 6.30am. Please greet the caregiver and place your child's labeled items in the appropriate locations. Any special messages should be written and handed to the teacher. Please place your child's lunchbox on top of the shelf above your child's hook. Drop off time can be difficult for you and your child. Caregivers are willing to help your child when it is time for you to leave. They will comfort the child to the best of their ability. Please feel free to use the two-way mirrors located in the hallway. You may call to see how your child is doing, or discuss any concerns that you may have. At the end of the day, please look at our "What We Did Today" board for a summary of the day's happenings. A caregiver will be glad to talk with you. Please take home any soiled clothing (caregivers are not allowed to wash items, per State Law) and lunch box. It is important to empty your child's folder daily, as it will contain artwork that your child has created as well as the occasional communication from your child's teacher and the center.

What do I need for Preschool? - (all items must be labeled)

Every day

Lunch and any snacks in a lunch box with ice-pack
 Crib sheet & blanket (This will be sent home on Fridays for cleaning and will need to be returned on Mondays.)
 At least 2 extra full sets of clothing including socks
 Water bottle
 Sweatshirt and jacket as needed
 Extra pair of shoes that can go in puddles; boots, crocs etc. (season appropriate)
 DO NOT leave any special items, as they can be misplaced
Please do not bring in toys from home or large stuffed animals

Winter

Snowsuit or warm coat & ski pants
 Boots
 Hat
 Mittens/Gloves
 During the winter months, be sure to have extra socks

Summer

Bathing suit
 Towel
 Sun block
 Bug spray
 Water bottle
 Water shoes

Medication

All medication must be in its original container and be age appropriate. You MUST complete one of our Medication Slips, located in each room, for each day. Please hand the Medication Slip and the medication to a teacher. After administering the medication, the caregiver will sign the slip. The slip will then be placed in the child's classroom file. Here are a few suggestions –
 1) Give your child all medication at home whenever possible
 2) Have any prescription filled in two labeled containers (so you may leave one here)
 3) Take extra Medication Slips home and complete in advance to return.
 NOTE: The above procedure is followed for all prescriptions, non-prescriptions and topical substances. (i.e. Diaper rash cream, chap stick etc.)
NEVER leave medication in a bag on the child's hook.

Nutrition

Included in the tuition are morning snack, milk with lunch and afternoon snack. Morning snack consists of toast and juice. Afternoon snack is served after nap and consists of fruit and crackers. If you send your child in with cereal, please provide the milk. When packing a lunch please be sure lunch boxes are labeled and include an ice pack. Food should be ready to heat and serve in a container. Microwaves are available for warming food. Easy Mac and Frozen meals are NOT allowed. Please include a good variety of foods, as we encourage good nutrition. NO soda, sweetened beverages, candy, peanut products or products with traces of nuts are allowed with lunches or snacks. Lunch dishes will be returned with your child's leftovers so that you can see how well your child ate that day. Please be sure that what you send in needs heating, not cooking.

Rest Time

All children are required to rest quietly on a mat for a minimum of 30 minutes, per State Law. Nap is scheduled for after lunch and will last for one to two hours. Each child is assigned a numbered mat. Children do not have to sleep, however must remain quiet to allow other children to fall asleep. After a quiet period of 30 minutes, children remaining awake will be allowed to have books or another quiet activity. Appropriate music will be played and the room darkened to encourage relaxation. Please do not send in pillows or sleeping bags, we do not have the storage space for them. Please provide one small blanket and security item (if needed).

Physical Health

This is encouraged through good hygiene such as – washing often, drinking plenty of water, exercise and lots of outside play. We also ask that if your child is going to be out for any reason that you contact the center and provide us with information on the child's illness.

Communication

We like to facilitate a two-way communication between Little Frogs & Polliwogs' staff and guardians. We encourage you to communicate changes in your child's life, daily routine, concerns and achievements to help us better care for your child in their day to day activities. Here are a few pointers:

- 1) Please feel free to call the center to speak to your child's caregiver at any time. It is best to avoid lunch break times unless it is an emergency.
- 2) Refer to the "What We Did Today" board for a description of the day's activities.
- 3) Conferences may be scheduled with the classroom teacher and/or the director when needed.
- 4) There is an office communication board near front office for any messages from the office. Please make sure you check the board when you come in the building.
- 5) There is a letter box slot in the vestibule where you can leave messages for the office, health forms, evaluations and payments
- 6) Our Password System is important and must be used whenever anyone out of the ordinary picks up your child. Please notify us in writing if possible when someone else is picking up your child – at a minimum we MUST receive a phone call from a guardian. Be sure this person knows the password, and that we require a picture ID.
- 7) Important information such as newsletters, the family handbook, closures, events, etc. can be found on our website and blog at www.littlefrogsandpolliwogs.com

Parent involvement

Guardian participation is always welcome and encouraged. We have many opportunities throughout the year where you can be involved in the activities here at the center. Here are a few things to be aware of:

- 1) We have an open door policy allowing you to come in at any time and join in with the classroom activities.
- 2) Each classroom has an 'Open House' in September to help get you acclimated to the new environment and teachers.
- 3) 'Stay and Plays' are scheduled throughout the year. This is a special time that we invite you in to be part of your child's day. This is a great opportunity to get to know your child's friends and fellow parents.
- 4) We always welcome guest readers into the classroom. Whether it is a parent, grandparents or older siblings, this is always an activity the children love.
- 5) The center sends out an electronic messages quarterly during the academic year to keep you updated on events, closings and fun activities. Watch your inbox!
- 6) The classroom will send home a newsletter each month covering important information for the month; look for it in your child's mailbox.
- 7) Your child will have the opportunity to participate in field trips throughout the year. Field trips rely on the participation of parents as chaperones for them to be successful. Please consider volunteering to help out your child's class.

Discipline

We all respect the rights and property of others. Routine, role modeling, kindness and consistency help to reinforce acceptable behavior. Inappropriate behavior is handled with redirection and healthy conversation first and quiet time away from the group secondly (if necessary). Children are taught acceptable modes of behavior and are encouraged to follow them by positive reinforcement. The Director may be called when redirection and time away is unsuccessful.

Preschool monthly themes (brief overview)

September	Colors and Shapes, Family, Wonderful Me	March	Spring, Community Helpers, St Patrick's Day, Easter
October	Animals, Hibernation, Fall, Halloween	April	Spring continued, Weather.
November	Senses, Native Americans & Pilgrims, Thanksgiving	May	Mother's Day, Planting, Bugs and Butterflies
December	Winter, December Holidays	June	Father's Day, Recital, Sea Life
January	Winter continued, Dinosaurs, Nursery Rhymes	July	Summer Curriculum
February	Health, Nutrition, Valentine's Day	August	Summer Curriculum

Preschool Room Goals (brief overview)

Language	1) Enjoys and will sit through an average book 2) Recognizes own name and many of the individual letters 3) Expanding vocabulary	4) Can follow two-step directions 5) Understands the beginning concepts of print 6) Enjoys and participates in musical and creative movement activities
Art	1) Progression towards representational work 2) Uses art materials freely and with creativity	3) Uses own creativity, does not rely on pre-made product 4) Is at a scribbling stage or better
Math	1) Sorting skills 2) Classification skills 3) Serration 4) Sequencing	5) One-to-One correspondence 6) Two-step patterning 7) Recognizes simple shapes
Social Emotional	1) Dresses and toilets self 2) Plays Cooperatively 3) Attempts to Settle own peer problems	4) Cleans up 5) Good self-image
Problem Solving	1) Beginning to solve complex problems 2) Can identify and solve simple problems	
Gross Motor	1) Climbing 2) Running 3) Jumping	4) Balancing 5) Galloping
Fine Motor	1) Uses scissors 2) Strings beads	3) Uses pegboards 4) Turns pages easily
Curriculum	Theme based as noted above. Circle Time will include reading books, singing songs, weather, calendar and discussion about the theme. We believe that children learn through the process, not the product – so our art, math and science activities will be hands-on and based on the above named themes. Please discuss any questions you have with the teacher.	