



St. Lawrence Preschool Program Guide

School Phone: (585) 225-3870

Half Day 8:00am - 11:00am **School Day** 8:00am - 2:30pm

Full Day 8:00am - 5:30pm

All preschool students must be toilet trained in order to participate in St. Lawrence School's Preschool Program.

Drop Off Routine

Children may be dropped off between 7:30-8:00am. **Please use the North Entrance (near gym) to the school because that is where the sign in/sign out sheets will be located.** There will **NOT** be a separate sheet at the front entrance.

As you sign your child in for the day, you will receive a visitor badge to wear while you are dropping off your child. At that time, you may bring your child to the coat cubbies outside the preschool classrooms and help your child hang up his/her coat, backpack and come into the room. Upon leaving the building, please return the visitor badge. Someone will be at the sign in table each morning to assist you.

If you arrive after 8:00am, you must sign your child in at the main office AND on the sign in sheet, which will now be in your child's preschool classroom. It is very important that we know WHEN and WHO is picking up your child that day.

Pick Up Routine

Prior to dismissal (at 10:55am for half day and 2:15pm for school day), we will walk the children down to the **gymnasium**. The sign out sheets will be located on a table in the gymnasium. You will be able to take your child home **once he/she has been signed out**. PICK UP TIME FOR SCHOOL DAY CHILDREN IS FROM 2:20pm-2:30pm.

Visitor badges will NOT be needed at this time since you will not be walking into the hallway and classroom. Please do not use this time to ask us questions. Our attention needs to be on the children. Email is the best way to reach us. We will be happy to schedule an appointment to meet with you if you need to talk to us about your child.

Children in the full day program will be walked to the After School Care Classroom at 2:20pm near the main office. Parents picking up preschool students in the After School Care Classroom may enter through the main school entrance between 2:30pm and 5:30pm. They will be buzzed in the building once a staff member has identified them. The parent/guardian will then sign the child out.

PLEASE ARRIVE ON TIME. Little ones get nervous when they are the only ones that have not been picked up. Please call the office if you are running late. Thank you in advance for your patience during the first few weeks of school as we get settled into a routine.

The first few days are sometimes very stressful for both parents and children. To make it easier on your child, here are some helpful tips:

*Be clear that you are leaving and that you will come back at 11:00am or 2:30pm. Comparing the time to a favorite activity, for example: about 3 *PAW Patrols* or 3 *Sophia the Firsts*, a day visiting Grandma & Grandpa etc., helps them to understand the length of time.

*Make certain to say "goodbye". Sneaking out is easier on you but leaves hurt feelings for your child.

***As difficult as it may be, a "quick" goodbye is best.** Once you leave, we will make sure to give your child the attention he/she needs to "settle in" for the morning. *Remaining in the classroom only increases your child's anxiety of you leaving, especially if your child is emotional and having a difficult time.*

***Once you have left do not return** to the room unless your child has adjusted and has been tear-free and comfortable for several weeks. If you have forgotten to tell us something, please leave word at the office and they will get the message to us.

***Please no peeking** in the room from outside or inside the school. We know the desire is strong but if your child sees you peeking, we are back to square one.

Snack Time

The child who is sharing a show and tell item that day will bring in the snack for the class. You do not need to buy individually wrapped snacks. Due to possible food allergies in preschool it is important that all snacks be the same and come from the **"Allergy Approved Snack List"** on our website. For example, if you are bringing in crackers, they should all be the same flavor. If you are sending in fresh fruit, it should be washed, cut (for example, grapes) and ready to go.

A **Snack and Share Calendar** will be posted on our classroom websites to let you know when your child's share/snack day is. You do not need to bring in napkins or a beverage. We will let you know exact numbers when school begins.

Developmentally Appropriate Curriculum

A developmentally appropriate curriculum is one that is based on knowledge of child development. All children progress through common developmental stages, but at the same time, each child is unique in how they learn. A developmentally appropriate curriculum is one that is based on children's interests, their cognitive level of functioning and their social and emotional maturity. Activities planned should appeal to children's natural curiosity, enjoyment of sensory experiences and the desire to explore their own ideas.

Child Centered/ Play Based

A child centered classroom supports individualized learning. The materials and layout of the classroom support the growth and development of each child. Children individualize themselves when they choose an activity center each day or when they choose a 4 piece rather than a 9 piece puzzle, etc. Individualization also requires that the teacher create activities that make the child feel both successful and challenged. Many group activities are conducted in small groups to maximize learning.

***Because of the messiness of the many sensory experiences your child will have (play dough, painting, chalk, glue, etc.) please dress your child in clothes that are appropriate and comfortable.** We will let you know when a "Dress Up" day is coming, ex: school picture day.

Our Day

Our classroom plan includes a variety of work-times for children: in small groups, individualized tasks (with or without help), or in a large group. There is time also for children to play with the many educational toys we have at "free choice" time. Making choices, solving problems and working well with others are emphasized each day.

Activity Centers

Our preschool has several Activity Centers that contain many different materials for exploration and play. The centers change throughout the year. Some of them may be:

*Computer

*Art

*Math

*Literacy/Reading Area

*Science

*Home Living and Dramatic Play

Computer

We have computers in our preschool classrooms and preschool programs to go with it. Your child will have opportunities to explore the computer, begin mouse skills and keyboarding as well as reinforce some letter, number and phonics skills. Your child will also have opportunities to use i-Pads and the Smart board throughout the school year.

Art

The Art Center supports children in the development of their own creativity. Materials in the center may include markers, crayons, chalk, scissors, paper scraps, fabric, stickers and nature based items for collages. This area helps foster:

- *Creativity and intellectual skills
- *Non-verbal communication of feelings and thoughts
- *Self-esteem
- *Small motor (and sometimes large motor) development

Math

The Math Center contains materials for children to put together and take apart such items like puzzles, Legos, linking cubes, bear counters etc. This area encourages children to count, sort, identify and categorize as well as measuring and weighing. Activities will foster:

- *Sharing skills, negotiating and problem solving with peers.
- *Hand-eye coordination
- *Number recognition and meaning
- *Pattern recognition

Literacy/Reading

Children are encouraged and allowed to "read" any book in our classroom and everything on the walls. There are books about what we are learning, non-fiction books, prayer books, poetry books, etc. The center is a quiet, cozy place to look through books or be read to by a teacher or parent volunteer. It fosters:

*Beginning Reading Skills, Vocabulary and Language Development

*Exposure to other forms of language (oral and written)

Science

The Science Center is an area where children can explore their natural curiosity for the world around them. The teacher and/or children add to the center natural treasures found. These items can be related to a topic of interest, the season, or something from a theme being studied, for example: pumpkins, leaves, seeds, etc. Physical sciences such as magnetism, gravity, sink/float and water properties are introduced at this center. The science center will foster:

*Observation and describing skills

*Comparing/contrasting

*Predicting, classifying and measuring

Home Living and Dramatic Play

This area is intended to encourage children to act out what they see and do in their everyday lives. Props include things they see mom and dad use daily such as cooking utensils, plastic food items, a refrigerator, a stove, etc.

There are also hand puppets for the children to use to act out a story or create one of their own. These areas promote an understanding of the world they live in and the home and family they come from. It fosters:

*Role play/ Empathy

*Interactive Social Skills

*Self-Esteem

Lunch/Recess/Rest Time/Afternoon Snack

Children who are attending school until 2:30pm will have lunch and recess/free time each day. Please dress your child appropriately as we will try to take them outside each day that the weather permits. On days when we are unable to go outside, the children will have "free time" in the classroom.

Please label your child's lunch bag with his/her name. Remember to include any drinks, plastic spoons, napkins, ice packs, etc. that your child will need for lunch each day. Please remember to slice up any fruit, vegetables, sandwiches or other items as well. *If they would like, the children will have a chance to enjoy a quick snack sometime in the afternoon so you can also include this in your child's lunch box. Please label the bag SNACK.*

The children will have Rest Time each afternoon. This will be a 35-40 minute quiet time where "peaceful/calming" music will be played as your child "relaxes" on a rest mat with the classroom lights turned off.

The school will provide each child with his/her own mat to be used during the school year. They will be stored near our classroom, labeled with your child's name and cleaned on a regular basis throughout the year.

To avoid the potential spread of head lice and due to lack of proper sanitized storage, pillows will NOT be used during Rest Time.

Religion

Our Catholic Faith is an important part of our preschool and is built into every part of your child's day at school the same way it is at home. Your children will have a daily prayer time with their teachers and classmates as well as an introduction to many traditional children's prayers including: "Our Father," "Glory Be," and "Hail Mary."

The children will learn about God's love through songs, stories and various activities. They will also learn about and celebrate our traditional Catholic holidays. Our faith will be with us throughout our time together as we model for your children the love we have for Jesus in the way we treat others all through the day.

Classroom Management

Children will learn to make "good choices" throughout the day. Good choices include:

- *Listening when someone is speaking (listening ears)
- *Always using our words and not our hands
- *Sitting "criss-cross applesauce" or "pretzel leg" style on the floor (Crossed-legged)
- *Inside Voices (not silent but not yelling or screaming)
- *Sharing of classroom toys and materials

We will use a variety of positive management techniques. Examples that may be used are building a caterpillar all the way to the number 5 for excellent behavior or filling a jar with ping pong balls. When the caterpillar is complete or the jar is full, the class earns a reward.

There may be a visual warning sign to let them know what their noise level is, such as a traffic signal; green is perfect for indoors, yellow means lower voices, etc. If behavior is affecting others' learning after a verbal warning, a time-out at their seat will be given and then the child gets a chance to return to that center or choose another.

Earning a "happy face" or "sad face" at the end of the day is another way to reinforce positive behavior. At all times we will remember that your children are just beginning to learn how to be in a classroom. No behavior is "naughty" or "bad". At this age, children are always trying to please, but may not know how to do it just yet!

Parental Involvement

At the very beginning of the year the goal is to help your child learn that he or she will be okay without Mom or Dad for a short time. After that transition, there will be opportunities for you to volunteer in your child's classroom.

*** Make certain you have taken C.A.S.E** (now available as an on-line course). This information can be found on our school website.

**** Parents who have not taken this course are not allowed to supervise or work with children in the classroom.**

We will work very hard to help your child and you have the best preschool experience possible. If you feel your child has a special need or if you have any questions or concerns please don't hesitate to call or send an e-mail to Mrs. Eichas (kimberly.eichas@dor.org) or Mrs. Parravano (silvia.parravano@dor.org). For all absences or emergency procedures please refer to the St. Lawrence School Website.

WE ARE EXCITED AND LOOK FORWARD TO WORKING WITH YOUR CHILDREN THIS YEAR!!!

