



North & South Shuswap
Community Resources

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Preschool Parent Handbook



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Sorrento Preschool Welcome

Welcome to Preschool! The North & South Shuswap Community Resources(NSSCR) manages two not for profit community based preschool programs. The Sorrento Preschool is in the South Shuswap located in Sorrento and Country Kids Playschool is in the North Shuswap located in the School in Celist. The NSSCR is the organization administering the preschools and is the body that does the behind the scenes operations which allows the school to run smoothly. We are run by a board of directors made up of community members.

We believe the preschool years are very formative years in children's lives. We want your families' years at the preschool to be a positive experience that helps to develop your child's interest and enthusiasm for learning.

We believe it takes a community to run a preschool and we invite our parents to play an active role in their child's preschool experience. We have a number of opportunities for parent involvement including NSSCR board of director's positions, family field trips, parent helper days (voluntary) and some great fundraising initiatives that are always fun and easy.

We look forward to spending the year with you and your child. Please feel free to contact me with any questions you may have about our program or facility.

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Sorrento Preschool Philosophy:

We are proud to be a play based learning facility. Our preschool program provides children with numerous opportunities to learn through play. A morning at our facility provides children with opportunities to engage in active play, creative play, cooperative play, dramatic play, quiet play and outdoor play. These play opportunities allow children daily opportunities to participate in science, early literacy, early numeracy, sensory activities, music, art and outdoor recreation. During these opportunities children are encouraged to discover, question, explore, express, take turns and problem solve. A large focus of the play based learning includes socialization where children are encouraged to engage with peers. This allows them to learn how to communicate as well as show respect and empathy.

Classroom Routine

Our daily classroom routine includes indoor free play, circle time, snack time and outdoor free play. These activities change weekly and in some cases daily to correspond with our monthly themes. The activities provide opportunities for children to engage in play with costumes, puppets and props, a kitchen, blocks, train set, cars, sand table, water table, indoor climber, puzzles, games, crafts and numerous other play stations available daily. In addition to our classroom program we implement field trips and outdoor classes held at a variety of different locations.

Classroom Ratios

As a licensed preschool we are required to provide one instructor for every eight children. The NSSCR believes that a quality program involves instructors who can provide individual attention to the children in the facility.

Program Operation & Hours

The Sorrento Preschool offers a morning program three days per week and an afternoon program two days per week. The Country Kids Playschool offers a morning program two days per week.

Our programs are offered with the option of attending either two days or three days per week. Attending at least two days per week allows children to fully benefit from the program by learning the routines and activities, feeling comfortable with classmates and teachers and engaging in meaningful learning opportunities.

The preschool follows the school year calendar and observes the same school closures aside from professional development days. A school holiday calendar will be distributed in September.

Helpful Hints

What to bring to school

Snack

Please send a small nutritious snack. Snack time is short, 10 to 15 minutes, we find two small items is generally enough to fill them up and not too much to have them feeling rushed to finish all their food. Some suggestions are: Fruit & yogurt, veggies & small sandwich, crackers & cheese & applesauce, granola bar & pepperoni stick. We provide water at snack time so sending drinks is optional but not necessary.

Clothing

Clothing should be comfortable, safe, and manageable for your child. One of our goals at playschool is to foster independence in children. This includes being able to put on and remove their own clothing. This is best achieved when children have manageable items. Avoid sending children with lace up shoes, button fly jeans, belts, gloves or tight fitting clothing that is difficult to manage in the bathroom. Below is a list of items your child will need in each day the classroom:

Indoor Shoes/Slippers to remain in the classroom (avoid lace up shoes please)

Ziploc bag containing a change of clothes to remain in the classroom (shirt, pants, socks, underclothing)

Fall & Spring Months- Rain gear, rubber boots and splash pants if the weather is wet. We intend to go outdoors each day, its important children be dressed accordingly so they can enjoy their play outside.

Winter Months- Warm jacket, snow pants, snow boots, mittens (no gloves) and hat. We will be outdoors and plan a number of activities in the snow. Children need to be dressed warmly to enjoy the outdoor winter activities.

Initials or names on clothing, backpacks, snack bags and equipment help to find their way home to their owners.

Sickness Policy

Responsibilities of the Parents:

Parents will inform the preschool within 24 hours of a serious illness or contagious disease in the family.

Parents will ensure that the child is free from symptoms before returning to the preschool. In the case of a communicable disease a doctor's approval must be given before returning to the Preschool.

Parents will provide any necessary prescription medication with a signed Medication Authorization Form.

Parents will keep or take a child home if the child has one or more of the symptoms listed below:

- *Pain complaints of unexplained or undiagnosed pain.
- *Acute cold or fever with runny nose or eyes.
- *Difficulty breathing, wheezing, or persistent cough.
- *Acute, unexplained fever.
- *Sore throat with difficulty swallowing.
- *Itching of body and scalp, infected skin or eyes, or undiagnosed rash.
- *Headache and stiff neck (should see a doctor immediately).
- *Unexplained diarrhea or loose stool, combined with nausea, vomiting, or abdominal cramps.
- *Children with known or suspected communicable disease.

Responsibilities of the Preschool:

The preschool will report a case of communicable disease to the Medical Health Officer within 24 hours.

The preschool will notify parents immediately if a child becomes ill or injured. If a parent cannot be reached the alternate person will be contacted.

If emergency contact person cannot be reached the preschool will contact a Physician or if necessary an ambulance.

Child will be kept in a quiet, supervised area until parents or help arrives.

The preschool staff will maintain valid First Aid Certificates at all times.

Parent Meeting & Orientation

The beginning of September we will host a parent orientation. This will give families an opportunity to visit the centre, meet the teacher and attend an information session to help learn about all the aspects of the playschool. This is a great opportunity to have your questions answered. Watch for the date in the Welcome letter sent out in August.

Parent Involvement

Classroom Helpers

We invite parents to participate in the classroom in a variety of roles. We are happy to have parents join us to help in the day to day programming, be a party helper, help with out of class duties such as laundry and recycle or be a classroom visitor (we love to have our parents come and share and explain their jobs and hobbies- we've had police officers, firefighters, veterinarians, chefs as well as visits from parents with special animals). All of these experiences enrich the learning and joy in the classroom. These are all voluntary roles and in no way should you feel obligated. It's simply an option and we welcome you to participate. These opportunities can be arranged with the teacher during the school year.

Fundraising

Preschools in British Columbia lack complete funding. As a result, in order to keep the program affordable and operational our facility requires the shortfall of funding to be fundraised by the families. We facilitate 2-3 fundraising opportunities throughout the year. These opportunities may include fundraising options such as: poinsettia sales, hanging basket sales, Community Dinners, raffles and silent auctions.

The opportunities are typically enjoyable and have good community support resulting in easy fundraising for those involved.

Cleaning

We ask parents to play a role in the minor daily cleaning at the preschool. This allows us to keep cost reasonable and allows to instructor time to be focused on classroom preparation and planning. The simple cleaning tasks only take a few

minutes and are easily completed by parents when they arrive for pick up a few minutes early and are waiting for kids to come in from outside.

Withdrawals & Schedule Changes

We understand there may be unforeseen events or life changes that require a change to your child's preschool enrolment or schedule. In the case of withdrawals and decreases in attendance we request 30 days' notice to allow the facility to either fill the spot or offer sufficient notice to staff of changes in instructional time. Changes with less than 30 days' notice will be invoiced a monthly rate based on the previous months enrolment.