

# Welcome to Preschool at the little school at Kids Cottgae!

## Dropping off and Picking Up

\*Please make EYE CONTACT with a teacher when picking up and dropping off.

\*Children staying past their classroom time must sign in and out on the front computer.

\*EVERYONE must sign out on paper at time of pick up. Sign out sheets can be found in classrooms or at the front desk.

\*Make sure the office has an up to date list of all persons authorized to pick up your child.

\*Anyone picking up should have a valid ID.

**This is for your child's safety!**

## NO CELL PHONES PLEASE!

Leave your cell phones in the car! Please finish all calls before entering the building.  
Thank You!

## Class Placement

All children are placed into classes based on age. Information about what class your child will be placed in will be available in late August.

## PARKING

Please park in a designated parking place!

PLEASE, no parking in the neighboring lots, along yellow curbs, or in front of the building!

Thank You!

## *Class Times*

### Pre Wee/Wee Little

4Day M-TH 9:15am-12:00pm

### Play Little

4Day M-TH 9:15am-12:00pm

### 4 Day Preschool

4Day M-TH 9:30am-12:15pm

### 5 Day Preschool/Pre-K

5Day M-F 9:00am-12:00pm

### Enrichment

5Day M-F 12:00pm- 3:00pm

## TUITION

ALL TUITION PAYMENTS WILL BE DEDUCTED FROM THE ACCOUNT YOU HAVE ON FILE ON THE 1<sup>ST</sup> OF EACH MONTH

## Siblings

All siblings will have the same preschool schedule in the computer so you can bring them and pick them up at the same time for no additional fee.

## Field Trips/Special Events/Visitors

Field Trips/Special Events/ Visitor fees will be billed twice a year (September and February) for ALL children in older 4day Playlittle, 4 day preschool, and 5 day preschool and Pre-K classes.

**Field Trips:** Children in the above classrooms will go on age appropriate field trips throughout the year.

**Special Events:** Our 4 day preschool and 5 day preschool/Pre-K classes will perform for a holiday show in December and Dance around the maypole at Dover Days. We also have a school wide art show each year and other fun events for all such as a Thanksgiving feast and pet day.

**Visitors:** Throughout the year we have individuals visit the school to enrich our curriculum. Our visitors include but are not limited to musicians, doctors, dentists, community helpers, and storytellers

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## Clothes

\*We get messy! Please do not send children to school in their Sunday best

\* Accidents happen! All children should have a (weather appropriate) spare set of clothes in their cubby at all times.

\*LABEL, LABEL, LABEL! Please label ALL of your child's belongings.

## **Foot Ware**

**For safety reasons All Children should wear closed toed shoes!**

**SOCKS! Socks are a must for our indoor playground. Please keep a spare set at all times in your child's cubby!**

## **Medications**

**ALL** medications/creams must be given to the front office and a medication log must be filled out in order for us to accurately administer medication.

Our allergy reports will reflect information you provide on your registration form. Any changes must be submitted to the office in writing.

## **Lunches**

If your child/ren will be staying for lunch, we ask that you send them to school with a healthy packed lunch.

All lunches should have an ice pack to keep items cold or a thermos for hot items. We are not able to heat lunches.

When packing lunches please be aware that we are a NUT AWARE school.

## **Quiet Time**

All preschool children staying for quiet time should send in a large crib sheet, small blanket, travel pillow and a stuffed friend.

Quiet time items can stay at school during the week. Please take them home every Friday to be washed and returned.

## **Diapers and Wipes**

Parents are responsible for supplying diapers and wipes for children who need them. These items should stay fully stocked in your child's classroom. You will be notified by the teacher when supplies are running low.

## **COMMUNICATION**

### School Wide:

\*Our school will send emails periodically with "need to know" school wide info. Please make sure we have an up to date email address on file for ANYONE who would like an email!

\*In addition to emails we post all school happenings on the two white boards in the front office area.

### Classrooms:

\*Teachers will send out weekly/monthly newsletters, calendars and memos as they see fit for their class.

\*Each classroom will have a "parent Board" with important information and sign ups! Please check often!

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the little school at Kids Cottage!**

**Movie Night!**

The second Saturday of every month!  
(unless otherwise noted)

5:30p-10:00p. Children ages 3yr-12yr

Sign up in the main office. Space is  
limited to 50 children per movie  
night!

**Monthly classes**

We offer monthly classes such as  
Ballet, Karate, fitness, art, and so  
much more! Classes begin in October  
and again in February. Don't forget  
to sign up in the main office as space  
is limited!

**Emergency**

Throughout the year we  
will practice drills for fire  
safety, lock down and  
inclement weather to help  
the staff and children  
prepare for an emergency.

**Hours of operation**

Monday-Friday  
7:00am-6:00pm

**Drop In Care**

1:00pm-6:00pm

**Snacks**

Snacks are provided twice  
during the day, once  
around 10am during the  
preschool morning and  
once in after around 3pm.

Children with severe  
allergies should provide  
their own snacks

**Birthday Parties**

Join us for your child's next  
birthday party! We book all  
parties on Saturdays.

Check in the office for more  
information.

**Weather Delays/Closings**

In the event of inclement weather we will...

- Send you a text message through REMIND
- Send you an email through constant contact
- Record a message through our voicemail

**After School Club Program**

We offer a safe, structured, fun environment for school age children  
before and after school for children ages 5-12 years.

Homework, snacks, crafts, games, free play

## Curriculum

Now, in its latest edition, *The Creative Curriculum®* for Preschool is everything that teachers love: a comprehensive, research-based curriculum that features exploration and discovery as a way of learning. *The Creative Curriculum* for Preschool is based on five fundamental principles:

- Positive interactions and relationships with adults provide a critical foundation for successful learning.
- Social-emotional competence is a significant factor in school success.
- Constructive, purposeful play supports essential learning.
- The physical environment affects the type and quality of learning interactions.
- Teacher-family partnerships promote development and learning. Resource: *The Creative Curriculum for Preschool: The Foundation*, Page 3 (Dodge, Heroman, Colker, Bickart)

### **Handwriting Without Tears**

The Handwriting Without Tears curriculum prepares young learners for school using three programs: Readiness and Writing, Language and Literacy, and Numbers and Math. These programs complement and expand our existing Preschool and PreK programs.

### **STEAM (Science/Technology/Engineering/Art/Math)**

STEM is a curriculum based on the idea of educating students in four specific disciplines science, technology, engineering and mathematics — in an interdisciplinary and applied approach. Rather than teach the five disciplines as separate and discrete subjects, STEAM integrates them into a cohesive learning paradigm based on real-world.

### **Phonics**

We use the Phono-visual\* method. It is primarily designed to help children distinguish initial consonant sounds. "This is not a method of teaching reading by itself. It is not presented as a substitute, nor does it presuppose the discarding of all sight reading. It is to be used as a supplemental tool, as parallel teaching in a developmental reading program." At this level it is a readiness tool. \*Phono-visual Products, Inc. In addition to the phonics program, the little school at Kids Cottage classrooms are reading oriented. The children engage in a program that prepares them for reading as their teachers read to them from a book. They will see words on the chalkboard, they will browse at the library books, they will dictate their experiences to the teacher who prints them on large chart paper and later reads them to the children. This language experience approach (LEA) is

often implemented in the classroom, along with inventive spelling (creative writing). Such a program develops an eagerness to learn to read on the part of the children when they reach developmental readiness.

## **Music**

The music program at the little school at Kids Cottage provides a "fun time" for the children to use their imagination while singing, dancing and playing musical games. The children gain an understanding and appreciation of music by learning high and low, loud and soft, fast and slow, etc. Rhythms are strongly emphasized throughout the school year. Preschoolers experiment with percussion and woodwind instruments. Music programs are prepared and enjoyed at the holiday time and in May at Dover Days.

## **Communication**

Teaching students to speak easily, freely and clearly is one of the most important phases in the language development of the children. This can be done by encouraging them to share their experiences (i.e. trips, pets, toys, etc.), by relating stories to the class, by conversations with the teachers and peers during classroom and play periods, and by acting out stories, which have been read to them. All of these activities will help children develop a background of useful knowledge.