

Preschool Program



Parent Handbook

2023-2024

The First Day of School

I used to be little, but not anymore.
Tomorrow I'll get up and walk out the door.
I'm going to school; it's the first time for me.
It's great to be big, but I'm scared as can be.
My tummy's in knots. Do you want to know why?
I'm thinking that maybe, just maybe, I'll cry.
When Dad leaves the school and I'm there all alone.
I'm thinking that maybe I want to go home.
I see lots of children inside playing games.
And wait- Mommy said I can learn all their names.
The first day of school, oh there's so much to do!
There's painting and books and a big playground, too.
I used to be little, but not anymore.
Tomorrow I'll get up and walk out the door.
I'm going to school-it's my first day, you see.
It's great to be big! I'm so glad that I'm me.

Welcome

We want to personally welcome you and your child to the Central City Preschool Program. The program's goal is to provide a high quality preschool program meeting each child's needs, including children with disabilities and those from a diverse background. This is an opportunity for children to take part in a well designed environment to enhance your child's social/emotional, cognitive, language development, and large motor skills. The preschool program has adopted and meets the Iowa Quality Preschool Program Standards, administered by the Iowa Department of Education. The Iowa Early Learning Standards are used to guide expectations for the children and instructional practices. The information contained in this handbook is designed to familiarize parents with our program. If you have any questions or concerns about your child's school experience, please feel free to ask our staff or call 319-438-6181.

☺ We are looking forward to a great year. ☺

Central City Preschool's Philosophy

It is the belief of CCCSD that children of early childhood age benefit from a quality, healthy, structured learning environment based on current research.

Central City Community School District's Mission Statement

Together as a community, we will develop responsible citizens who are lifelong learners and productive problem solvers, by providing diverse and challenging educational experiences.

Program's Goals

Goals for Children:

- Children will show competence in social/emotional, physical, cognitive, and language development skills.
- Children will be responsible, respectful, safe and kind.

Goals for Families:

- Families will feel welcome in the classroom and school.
- Families will work with the school in a meaningful partnership to help their children be better prepared to learn to read and write.
- Families will advocate for their children.

Eligibility

Programming for the three year old program children must be three years old prior to September 15th of the current school year and is available at a cost.

Programming for the four year old program, children must be four years of age prior to September 15th of the current school year and is available at no cost.

Pre-registration will begin in the spring for the following school year. Registration materials are available from on the Central City Community School website or you can call the elementary school office to receive additional information.

Educational Programs That Work

The school district, in its educational program, has a process to assist students experiencing behavior and learning difficulties. Support services are available to assist teachers and parents when concerns arise with students. These services include our building staff, (special education teacher, counselor, health aide, etc.) and Grant Wood Area Education Agency support staff, (psychologist, social worker, consultant, speech-language pathologist, occupational and physical therapist, work experience coordinators and others). Teachers and families may use input on an informal basis or request formal assistance in identifying strategies to address a concern, in carrying out these strategies, or in monitoring individual student progress. These services are available for all students through teacher or parent request. Working together, we can provide the best education possible for all of our children. Parents wanting access to the process should contact the principal at 438-6181.

Non-Discrimination Statement

It is the policy of the Central City Community School District not to illegally discriminate on the basis of race, color, national origin, gender, disability, sexual orientation, religion, creed, age, or marital status in its educational programs or employment practices. If you have questions or grievances related to this policy please contact:

Elementary Principal or Superintendent.....400 Barber St. Central City, 438-6181

EQUAL EDUCATIONAL OPPORTUNITY

Central City Community Schools are committed to providing a pluralistic educational culture, which promotes mutual respect and acceptance among people, and in which all people are allowed to reach their fullest potential. In addition, Central City Community Schools are committed to providing an equal opportunity to all people without unlawful harassment or discrimination because of age, race, gender, ethnic origin, religious belief, physical/mental abilities, or other perceived differences.

Any form of unlawful harassment or discrimination is inappropriate, offensive, illegal, and will not be tolerated. Any student who believes he/she is being discriminated against or harassed should contact the principal or superintendent. The complaint will be investigated and handled according to Board policy and Affirmative Action guidelines. No one who complains about improper conduct will be retaliated against in any manner.

This handbook is an extension of State Wide Preschool Program policy and is a reflection of the goals and objectives of the board. The board, administration and employees expect students to conduct themselves in a manner fitting to their age level and maturity and with respect and consideration for the rights of others. Students are expected to treat teachers, other employees, students, visitors, and guests with respect and courtesy.

This handbook and school discipline policies, rules and regulations are in effect while students are on school grounds, school district property or on property within the jurisdiction of the school district; while on school-owned and /or school-operated buses or vehicles or chartered buses; while attending or engaged in school activities; and while away from school grounds if the misconduct directly affects the good order, efficient management and welfare of the school district or involves students or staff. School district policies, rules and regulations are in effect 12 months a year.

Important Contacts

Direct Preschool Number: 438-1710 (Please call this number with direct questions about the preschool program.)

Principal, Guidance Counselor, Elementary Office, and Superintendent: 438-6181

Apple Kids: 438-6342

Grant Wood AEA staff is available upon request.

Hours

3 year old preschool class hours are as follows:

3 year old AM preschool class: 8-11:05	Monday through Thursday
Head Start Lunch: 11:05-11:35	Monday through Thursday

4 year old preschool class hours are as follows:

4 year old AM preschool class: 8-11	Monday through Thursday
4 year old PM preschool class: 12-3	Monday through Thursday

Child to Teacher Ratio

3 year-olds- 8:1

4 year-olds- 10:1

The ratios are maintained to provide the needed supervision as well as provide more chances of interaction between the teaching staff and the children. The teaching staff members are near the children at all times to gather observations, provide feedback, and create bonds with the children. The teaching staff will also work with the children in different group settings such as 1:1, small group, or large group to provide an opportunity to learn the social skills needed for different situations.

Arrival and Departure of Children

Children should **not arrive before 8:00 AM** for the morning class, **afternoon class should not arrive before 12:00 PM** in order for the teacher to ready the classroom and review the daily safety checklist for the day. We welcome you to come in the classroom to drop your child off at the beginning of the day. We believe that communication with parents in person is the best form. However, to depart, staff would appreciate you waiting in your car and the preschool class will come out to you when the school day is over. Your child is not allowed to go home with anyone that is not on your Pick-Up Authorization sheet. Anyone who is unfamiliar to teaching staff, including authorized individuals, will be asked to present photo identification before a child is released to them. If your child's departure routine has changed please send a note with him/her or contact the teacher directly by phone or email so we may note the change.

***** Please make sure that you bring your child to the classroom door when you are dropping them off at school.***

***** We ask that all children in the morning class try to arrive between 8:00-8:10. All the afternoon class children arrive between 12:00-12:10.***

Transportation

Bus transportation will be provided for 4 year old children who are participating in the Statewide Voluntary Program whose home/child care provider is on a current bus route. Please notify the school if you are interested in having your child ride the bus or check current routes.

Morning class:

The morning students may ride the bus to school, but will need to be picked up by an adult at 11:00 a.m. (Please sign your child up for the bus route at the Parent Night or at the Preschool Open House.)

Afternoon class:

The afternoon students are able to ride the bus home at 3:00. There is no bus transportation to school at 12:00. (Please sign your child up for the bus route at the Parent Night or at the Preschool Open House.)

Daily Activities

A variety of learning activities are planned each day for the children. Classroom routines are designed to assist children in becoming independent and competent. Our classroom provides the following components:

Circle/Calendar Time:

This group experience provides an opportunity for children to learn to function as part of a class. Children learn to take turns, to participate in group discussions, to follow and anticipate daily routines, etc..

Discovery/Center Time:

Children select from available play/learning opportunities to gather valuable information and develop important skills that support academic success. Our classroom is organized in learning centers that provide a variety of focused activities. Interacting with other children freely can also give practice in developing strong communication skills.

Small Group Activities:

This experience involves the teacher/associate working with a small number of students in a group. Children are able to receive much more of a focused and personal direction by moving through a variety of small groups. The activities will be directed toward developing both academic and social skills.

Story Time:

Reading is vital to children's school success. Children are read to every day in our classroom.

Snack:

A snack will be provided daily by the school. We encourage families to donate snacks. Suggested snack items are vegetables, fruits, crackers, cheese, etc. Please

refer to the appendix for additional snack ideas. Please provide snacks that are prepackaged and leave items in their original package so that staff can check for allergens. No other outside drinks and food will be allowed within the classroom.

Music Time:

Children will sing songs, dance/exercise to music, and play instruments throughout the year.

Inclusion

The preschool program provides all children, including those with disabilities and unique learning needs, a supportive and safe environment to learn. Modifications are made in the environment and staffing patterns in order to include children with special needs. Staff are aware of the identified needs of individual children and are trained to follow through on specific intervention plans. It is our belief that inclusion in our program will enrich the experience for the teachers, students, other children and their families. The preschool facilities meet the Americans with Disabilities Act accessibility requirements.

Separation from the Parent

The process of separation from the parent as the child enters and attends preschool is one of the most important accomplishments of the preschool child. At each age level, a child will react differently. As children mature, they begin to identify themselves as independent personalities. In separating from you, the parent, your child is learning:

- To develop an interest in the activities of the preschool
- To feel comfortable with others at preschool
- To understand that his/her parent will come back and pick him/her up
- To understand that all parents leave their children and come back for them
- To understand that parents often must concentrate on their own interests and duties which are separate and different from those of a child
- To develop an acceptance and willingness to allow the parent an open-door policy

It is important to point out that sooner or later after the initial successful adjustment at school is made, all children want to explore the limits of not going to school. This period may occur in October or December or in spring, but it usually lasts

only a short time. When this occurs, here are some suggestions that might help you handle the situation:

- Place an emphasis on what the child is doing at school rather than what your activities are while he/she is in school
- See that the child is involved in a specific activity or is in the hands of a teacher before you leave him/her
- Tell the child when you are leaving. Avoid prolonged good-byes

Ask the teacher for help in separation. We expect the crying and usually the tears for the first few weeks. ☺

Attendance

Students who are enrolled for classes in the Central City Community Schools are expected to be in school for the full session and are expected to be punctual in their arrival and departure. Students are not expected to be absent any more than is necessary for health reasons or appointments. Irregular attendance interferes with the progress of your child and others as teachers find themselves taking class time to repeat information and make adjustments for those students who have been absent. Please call your child's teacher with the reason for an absence no later than 8:30 A.M. if your child will be absent for the morning session and by 12:30 for the afternoon session. For safety's sake, if a student is absent without notification, the school secretary/teaching staff will attempt to contact the family to verify the child's absence from school.

Discipline

The preschool program does several things to help guide each child's behavior. Our program uses a positive and proactive approach to helping all children develop social and emotional skills. Praise and positive descriptive feedback are effective methods of behavior management of children. Our educational team works to:

1. Ensuring that all teachers and staff use effective and culturally responsive teaching practices that promote social and emotional competence of all children.
2. Providing more individualized interventions to children who need additional instruction or behavior support.
3. Including family input to ensure that interventions are appropriate and relevant within their culture and values.

Concern and respect for each other is the basis for discipline in the preschool program. Children usually learn to regulate their own behaviors in acceptable ways with the positive guidance of adults. As children grow, they'll be able to accept more and more responsibility for their behavior. Our behavior management methods teach children to follow directions, accept appropriate consequences, use self-help skills, be a part of a group, take turns, use problem solving techniques such as telling others how you are feeling, and work on solutions together.

Communication

Communication between home and school is an essential part of making your child's school year successful. Please feel free to contact us at any time. We are always available to answer any questions or meet with you to talk. A class newsletter will be sent home regularly to provide information about activities and important upcoming dates/information. Any school or community information will also come home at that time. Please return the folder to school the following Monday.

Visiting/Volunteering in the Classroom

We enjoy visitors to our classroom and volunteers are always welcome. If you are interested in volunteering in your child's classroom please contact your child's teacher ahead of time.

For the safety of our students, if a volunteer will be working with children, he/she will be expected to do a background check through the elementary office. The elementary office requires a 48 hour notice to run the background check. If a volunteer works more than 40 hours per month with children, he/she will also need to provide a current health assessment, not more than one year old.

If you are not available during the day or would prefer to donate your time in another way we often need items cut out, books put together, copies made, or other little projects completed.

Central City Preschool invites you to become involved in one or all of the following ways, and welcomes other ideas as well.

- Support your child's daily transition to school by sharing information about your child's interests and abilities. Keeping the teacher informed of changes

and events that might affect your child allows the teacher to be more responsive to your child's needs.

- Attend family meetings.
- Return all forms, questionnaires and so on promptly.
- Attend Family/Teacher conferences in the Fall and Spring semesters.
- Take time to read the family bulletin board.
- Check your child's backpack each day.
- Participate in field trip activities.
- Share some of your talents in your child's class through activities such as: reading or storytelling, cooking, art, music, sewing, crafts, hobbies, your profession, or artifacts from trips you have taken.
- Share any of your families' cultural traditions, celebrations, or customs.
- Read all the material sent home with your child.
- Come to play.
- Participate in the annual program feedback survey and results will be shared with families during our annual preschool family night.

Substance Abuse

Persons under the influence of drugs or alcohol will not be permitted on the premises of the Central City Community School. At no time will children be released to a person under the influence of alcohol or drugs.

Home Visit

Home visits will be scheduled with each family at the beginning of the year. This is the time for the teacher to get to know you, your child, and your family and for you to begin to create a partnership between home and school in order to best meet your child's needs. Home visits are required by QPPS. During the home visits the classroom teacher and associate will meet the child in his/her home, discuss the program, and address any questions the family may have about the program. This is a great informal way to get to know one another.

Conferences/Progress Reports

Two times each year (fall and spring semester) the preschool teacher will meet with the parents for teacher/parent conferences. At the conference the teacher will provide a written progress report. These progress reports are based upon ongoing assessment procedures that will be shared with you. We are always interested in your input regarding your child's development so that we can work together to plan a program that best meets the needs of your child.

Assessment

Your child will be assessed using formal and informal assessments throughout the school year. The purpose of the informal assessments is to inform teachers of your child's daily classroom experiences and growth throughout the school year. All children participating in the four year old program will be assessed using Teaching Strategies Gold and MyIGDI's. Teaching Strategies Gold and MyIGDI's is completed three times a year: fall, winter and spring.

Teachers and associates utilize informal assessment to gather information about your child by observing them in daily classroom activities.

The procedure for gathering family input information is to have open communication with all parents and to allow the families to share any information about their child. Families will be informed about their child's assessment results during conferences and through progress reports. These take place during the Fall and Spring semester. Families are welcome to inquire about their child's learning throughout the year.

The program will use the results of your child's formal assessment to guide instruction and planning in the classroom. If staff suspects that your child has a developmental delay or other special need, this is communicated to your family in a sensitive, supportive, and confidential manner and is provided with documentation and explanation for the concern, suggested next steps, and information about resources for assessment.

The Creative Curriculum is utilized in both our three and four year old programs. Additional supplemental curriculums may be utilized as well.

Family Night

Family night is an opportunity for you and your family to come to school to participate in fun as well as educational activities. Teachers and associates will work together to plan the activities to meet the needs of the children and families in the classroom. Family survey results will be shared and discussed during family night.

Transitions

Home-school connections are important to any transition. The child's family provides the consistency and continuity necessary for a young child to be successful. Making a change from one program to another can sometimes be challenging for a young child. Teaching staff will partner with the family to make the transition as smooth as possible by connecting the family members with the next program's staff members. This event takes place in the spring during Kindergarten Round-Up. Preschool staff is available to answer any questions you may have regarding enrollment policies and procedures, program options, and inform parents of dates of Kindergarten Round-Up when students will be able to visit the kindergarten teachers for half days. Staff is also available to answer any questions you may have about the transition from three year old to four year old preschool

Drills

FIRE

A fire exit sign is posted in each room. When the fire alarm sounds (intermittent ringing of the alarm), all students, faculty, and staff should exit immediately by the route indicated in the room.

TORNADO

A tornado warning will be indicated by city siren or staff notification. When the tornado alarm sounds, all students, faculty, and staff should move immediately to their assigned areas.

Monthly emergency drills and evacuations are conducted and evacuation plans are posted in each classroom. In the event of a severe storm, the children will be taken to their classrooms storm shelters (interior bathrooms).

If evacuation of the building and playground were necessary, the childcare center would relocate to the Central City Elementary School Building. Notification of parents would occur via the local radio and news stations, as well as telephone

when possible. Children should be picked up at the Central City Elementary School Building.

Preschool Security

We ask that all parents or family members arrive and depart using the front entrance of the building during regular preschool hours. Also, the preschool doors will remain locked during classroom hours except for arrival time. If you are going to drop your child off late or need to pick them up early please feel free to. Just let us know by calling 438-1710 or email the teacher so we can promptly have the door open for you.

Pets

All classroom pets or visiting animals appear to be in good health with updated vaccinations. All pets need to have documentation from a veterinarian or an animal shelter to show that the animals are fully immunized and that the animal is suitable for contact with children. Teaching staff will supervise all interactions between children and animals and instruct children on safe behavior when in close proximity to animals. If your child is allergic to animals please let your teacher know so he/she will not be exposed to that animal. **Reptiles are NOT allowed in the classroom** because of the risk for salmonella infection.

Children are allowed to bring pets to school only with permission from the teacher. Pets should not be transported to and from school on school buses, but brought by a parent. Any pet brought to school must be housed in a proper cage, container, or be restrained in such a way so as to prevent harm to anyone. After viewing the pet should be taken home.

Birthdays

Birthdays are special and important occasions. If you choose to bring treats, please be sure to bring only whole fruits or vegetables or prepackaged snacks for your child's birthday treats. If you have questions about how the class will celebrate your child's birthday please see your classroom teacher or associate.

Clothing

Please remember that young children learn best through play and hands-on activities. Dress your child in comfortable play clothes. We will do messy activities throughout each week.

You may want to send an extra change of clothes to leave at school. We recommend shoes and socks for safe running and jumping rather than sandals, jellies, or dress shoes.

We will go outside everyday when weather permits. Your child needs winter clothing (hat, socks, mittens, boots, coats, snow pants) each day throughout the winter season. Please label belongings with your child's name...it helps in returning lost items. Your child has many personal items that are precious to him or her. We suggest jewelry, accessories, and other valuables stay home for complete safety.

Accidents happen- spills, toileting, etc. Please bring a spare change of clothing for your child that can be stored in a sealed bag labeled with your child's name on it.

Illness

Each day many parents are faced with a decision: should they keep their sick child home or send them off to school. The following guidelines should be considered when making this difficult decision. A student should remain home or will be sent home from school when he or she:

- Vomits or has diarrhea in the last 24 hours
- Has an oral temperature higher than 100 degrees
- Coughs almost constantly or complains of difficulty breathing
- Exhibits abdominal pain for more than two hours
- Has sores on mouth or skin that are crusty, yellow or draining
- Shows symptoms of contagious diseases such as chicken pox, mumps, whooping cough, strep throat
- Has constant runny nose with green or yellow discharge
- Displays an unexplained skin rash or red eye (with or without crusting/drainage)

Standard Precautions

All staff in our program are trained on a yearly basis on Universal Precautions and Bloodborne Pathogens. This training ensures that all staff are knowledgeable on how to clear and sanitize surfaces, spaces and items to reduce the spread of infectious disease.

Cleaning and Sanitization

Hand Washing

All staff, students, volunteers and visitors are expected to engage in frequent handwashing. Appropriate hand washing procedures are posted in the classrooms.

Universal Precautions

All staff in our program are trained on a yearly basis on Universal Precautions and Bloodborne Pathogens. This training ensures that staff are knowledgeable on how to clean and sanitize surfaces, spaces and items to reduce the spread of infectious disease.

Cleaning and Sanitation

Classroom items are cleaned and sanitized regularly using the NAEYC Cleaning, Sanitization and Disinfection Frequency Table (https://www.naeyc.org/sites/default/files/globally-shared/downloads/PDFs/accreditation/early-learning/clean_table.pdf).

Air Quality

Our program does not utilize sprays, deodorizers, diffusers, or other methods to alter air quality of the classroom. This is to reduce reactions due to airborne irritants such as asthma, allergies, or sensory aversion.

Medication

School medications and health care services are administered following these guidelines:

- All medications that are to be given during the school day must be accompanied by a signed, dated authorization to administer medication and/or provide the health care service. The form is available in the school health office. No medications will be given without written parental permission. The completed form will include the medication/health care, dosage, route, time to administer at school, any further administration instructions, and date to discontinue or re-evaluate.
- The prescription medication must be in the original, labeled container as dispensed. The medication label contains the student's name, the name of the medication, strength of medication, student's dosage, time and route of administration, and date. Many pharmacies will provide two labeled bottles if requested.

- Over-the-counter medications must be in the original, labeled container as dispensed. Only over-the-counter dosages can be administered with a parent's written permission. If the necessary dosage amount is different than the label, a physician's prescription is required.
- Authorization is renewed annually and immediately when the parent notifies the school that changes are necessary. If the dosage changes at anytime, the parent or guardian must sign a new statement indicating the change.
- Students with asthma or other airway constriction diseases may carry and self-administer their medication upon approval of their parents and prescribing physician. Authorization signed by parent and physician must be on file in the health office and renewed yearly.
- If your child is taking medications on a regular basis at home, please contact the school nurse so she is both alert to the problem and can watch for any adverse effects.
- All medications will be kept in a closed, locked container.

Toilet Training

Our four-year-old preschool program encourages students to be potty trained before starting the program. For children not toilet trained, staff will check their diaper/pull-up at least every two hours. Their diaper will be changed if wet or soiled in a designated changing area away from other areas the children use. If any items of clothing get soiled by urine or feces they will immediately be placed in a plastic bag and sent home that day for laundering. The following procedures will be followed by staff when diapering students.

<https://hhs.iowa.gov/sites/default/files/portals/1/files/familyhealth/diapering.pdf>

Health Records

It is the policy of the Central City School District that all students enrolled in their schools must be in compliance with the Iowa State Immunization Code or they may be excluded from school. Students, parents or guardians must submit a valid Certificate of Immunization or Certificate of Immunization Exemption form to the school on admission. The forms are kept on file in the health office as long as your child is a student in the district. Each fall a state audit is conducted.

While completing registration please note your child's allergies in Powerschool, Student Information form, and in the Student Questionnaire that gets sent home in the beginning in the year.

If there are any changes during the course of the year, please contact your child's teacher immediately. If you are not available, we will call the emergency contact on your child's card.

Dietary Restrictions Policy

If your child requires a special diet and is unable to eat certain items please discuss it with the health office and the preschool teacher. If your child has allergies, then we will set up a specific plan to support their needs. For special medical/health diets we require written instructions from a doctor including substitutions. Religious or personal preferences may be made if a parent provides written instruction. We are willing to work with you to support your child's dietary needs. Please read our snack appendix for more information.

Injury Policy

If your child is injured, regardless of the severity, an incident report will be written providing you with information regarding the location of the injury, how the injury occurred, and first aid administered by staff. After you sign the incident report and your child brings it back to school, the teacher will make a copy and place it in your child's communication folder for you to keep. It is the policy of the Preschool not to disclose the names of children who may have caused injuries to other children. This is a safeguard for each family's privacy.

When a minor accident or injury occurs, an incident report will be completed. After evaluating an injury, we may call you so that you are aware of the situation before you arrive to pick up your child. It will then be your decision, based on the information we give you, if you would like to check the injury yourself or take the child to the doctor.

In the event of a serious injury, however, you will be contacted immediately. A serious injury would be an injury that requires a medical or dental examination and treatment outside the center's capabilities. You are required to provide emergency contact information for your child. It is important to notify your child's teacher of any changes in the emergency contact information.

Provision of Emergency Care

From time to time an injury occurs at school and treatment must be started immediately. Parents/guardians will be notified of any injury in need of immediate doctor's care. In the event the parent/guardian cannot be reached, individuals identified in the Powerschool Emergency Contact/Medical page will be contacted.

Reporting Child Abuse

We understand that young children get bumps, bruises and scrapes as part of growing up. It is important, however, that you tell your child's teacher about any unusual injuries or conditions, as staff members are required by law to report any suspicion that someone may have purposely hurt your child.

Weather

The weather conditions determine if we are able to go outside on a daily basis. We follow the Child Care Weather Watch Chart along with what precipitation we are seeing outside. If there is heavy falling snow or rain we do not go outside. If it is light snow or sprinkles we may go outside depending on air temperature. We are looking out for the overall safety and well-being of all the children in our classroom.

Inclement Weather

If you are concerned about the weather, you may check for school cancellations or delays via the radio, one call system, or television. If inclement weather (heat, snow/ice, fog, flooding, power outage) causes a school delay/cancellation prior to the start of school students and parents are notified over the KCRG radio (1600 AM), TV stations (channels 2,7,9), or through the Central City One Call System. We will follow the decision of Central City Community Schools. **On days of delays, there will NOT be a morning Preschool class. If school is dismissed early (after the school day has started), there will NOT be an afternoon class.**

Field Trips

Parents will be notified of upcoming field trips through newsletters and classroom signs. A permission slip will be sent home at least a week before the field trip and the child will not be allowed to attend the field trip unless the form has been signed by a parent or legal guardian and returned to the teacher. These notices will specify where the children will be going, how they will be transported, and the

time and date of the trip. Teachers will always take a cell phone, first aid bag, and the children's emergency consent information. Children will be transported by District School Buses.

We sometimes take walks in town. Some of these walks are planned and volunteers maybe needed. We do take nature walks on the trail as well. During these walks we may not need volunteers. The teacher will let you know if volunteers are needed.

Child Care

Child care may be available on a limited basis to families in need of these services at Apple Kids Childcare. Please contact the daycare's director regarding your interest in child care as soon as possible to determine availability

District Calendar

The preschool follows the Central City Community School District calendar when it comes to days off due to PD days, holidays, or other days off. If there are any early outs due to Professional Development or noted on the district calendar, this will not influence the afternoon class unless your child will be a bus rider. See the teacher if you have any further questions.

Conference times will not be the same as Central City District's conferences. You will get further information about your child's conferences by form of email or papers that come home in the Thursday take home folders.

The teacher will let you know of any events (conferences, graduation, field trips, etc.), no school days, and more in the weekly newsletters.

Parent Input:

A questionnaire is sent home to the four year old families to complete the first week of school. This along with a Preschool Survey in November to get families' input. Parents are encouraged to attend conferences and to reach out to the teacher with any questions or concerns. The teacher reaches out to families throughout the year.

Notes

Snack Appendix

Healthy Snacks

**We do have children in our classes that have allergies so please be mindful when choosing a snack to bring to preschool. Your child's teacher will communicate which allergies are present in your child's classroom in order to keep all students safe.

**All snacks donated to the classroom need to be commercially prepared packaged foods in factory sealed containers.

Grain Foods

Animal Crackers

Bagels

Bread Sticks

Cereal/ Cereal Mixtures

Granola Bars

Cheese Crackers

English Muffins

French Bread

Graham Crackers

Oyster Crackers

Chex Mix

Baked Potato chips

Fig Bars

Rice Cakes

Crackers

Fruits and Vegetables

Apples

Applesauce

Canned Fruit Cups (in juice)

Dried Fruit

Fruit Juice/Frozen Fruit

Bars

Celery Sticks

Broccoli or Cauliflower

Orange, Peach, or

Pineapple slices

Plum

Seedless Grapes

Strawberries

Tangerines

Cucumber

Dairy Foods/ Protein Foods

Cheese (Cubes, slices, string)

Frozen Yogurt

Ham or Turkey Deli

Salami

Beef sticks

String Cheese

Yogurt