



7/10/2017

# Early Childhood Preschool Parent Handbook

2017-2018



ARAPAHOE PUBLIC SCHOOL

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**Arapahoe Public School Early Childhood Preschool Mission Statement**

Our mission is to encourage and nurture the cognitive, physical, social and emotional development of preschool children through developmentally appropriate activities and a collaborative team effort of school and community. We believe that all children, regardless of ability, can find some successful adventure and have the ability to communicate that adventure with others.

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In order to accomplish our mission, we will be using the High Scope Curriculum. The long-range goals of our curriculum is as follows:

1. Develop the child's ability to make decisions about what he is going to do and how he is going to do it, and to plan use of time and energy.
2. Develop the child's self-discipline and his ability to identify personal goals and to pursue and complete self-chosen tasks.
3. Develop the child's ability to work with other children and adults so that work done is a result of group planning, cooperative effort, and shared leadership.
4. Develop the child's ability to use a variety of skills in the arts, physical movement, and knowledge of objects as a base of educational concepts.
5. Develop the child's ability to express himself-to speak, write, dramatize, and graphically represent his experiences and communicate these experiences to others.
6. Develop the child's ability to comprehend others' self-expression by reading their writing and understanding artistic and graphic representations.
7. Develop the child's ability to apply the reasoning capacity he had developed in a wide range of naturally occurring situations and with a variety of materials.
8. Develop the child's spirit of inquiry and of openness to knowledge and the points of view of other people. (Develop creativity and self-starting skills)

**Admission**

Children must be 3 years of age on or before June 1, 2017 to be eligible to attend the Arapahoe Early Childhood Program for the 2017-18 school year. Arapahoe Public School administration retains the right to approve or deny any parental request for their child to attend preschool if they turn 3 years of age after June 1, 2017. Note: Child must be toilet trained to attend preschool.

**Attendance**

The Arapahoe Early Childhood Program will run two sessions. Our first session is from 8:00 - 11:30 a.m. and the second session is from 11:30 a.m. - 3:30 p.m. The Arapahoe Early Childhood Program will follow the Arapahoe Public School Calendar. Classes will run Monday thru Thursday starting Monday, August 21<sup>st</sup>, 2017 and ending on May 17th, 2018.

Lunch is served from 10:50 - 11:15 for the first session and from 11:25 - 11:50 for the second session. The first session of students may also participate in our morning breakfast program.

We are required by the Nebraska Department of Education to make a home visit to each of our students' homes. Mrs. Monie will be in contact with each of you to schedule a visit during the week of throughout the summer of 2017 Keep in mind, this IS NOT an Arapahoe Public School policy, it is directly from NDE.

### Schedule

Both morning and afternoon classes will consist of the following activities:

- Pledge of Allegiance, weather chart, and calendar time.
- Center Time- This allows the students an opportunity to experience play areas and learning centers. While at these centers students is using language, problem solving skills and working and cooperating with others. To some this may only look like play, but to a child, it is their work.
- Outdoor Time- we will always spend time moving big muscles. Preferably this is done outside on our playground, but on rainy, or inclement days we will go to the gym.
- Music Time- Music is a very powerful learning tool so we spend time everyday singing, working with rhythm, moving to music, and playing musical games.
- Structured instruction time- Children are always learning with everything they do, however, we will have some part of the day, which we work with certain skills. For example, the older children will be concentrating on the exposure to letters and the sounds they make. We will use many different ways to experience letters, sounds and vocabulary. Younger children will be working with foundational skills like colors, shapes, opposites, and the use of language to express themselves. These are just a few of the things we will be covering.
- Story Time: Preschool children love to be read to and we do lots of it! Every day we will have a story or be participating in activities relating to the story we have read.
- One great aspect of having the preschool in the building is the fact that we can utilize other classes to help us with activities. Often the high school Family and Consumer Science classes (Home Econ.) assist us with projects as does other elementary and Jr. High groups.

Please do not send your child to school if any of the following symptoms are present:

1. Fever over 100 in the last 24 hours.
2. Vomiting or diarrhea in the last 12 hours.
3. Sore throat with fever.
4. Earache with discharge or fever.
5. Child is uncomfortable enough to be able to accomplish normal preschool activities.

Students will be sent home with notification of parent/guardian if any of the following are present:

1. Vomiting
2. Fever of 100 or more
3. Too ill to function
4. Accident at school requiring medical attention.

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## Immunizations

### Immunizations required for school attendance:

- 4 doses of DTaP, DTP, or DT vaccine
- 3 doses of Polio vaccine
- 3 doses of Hib vaccine or 1 dose of Hib given at or after 15 months of age
- 3 doses of pediatric Hepatitis B vaccine 1 dose of MMR or MMRV given on or after 12 months of age
- 1 dose of varicella (chickenpox) or MMRV given on or after 12 months of age. Written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted.
- 4 doses of pneumococcal or 1 dose of pneumococcal given on or after 15 months of age

## Birth Certificate

**All parents must provide the school with a certified copy of their child's birth certificate. The State of Nebraska requires that a birth certificate be on file in order for a child to attend school.**

## Preschool Closing Information

- ❖ If Arapahoe Public School is closed, there is no preschool.
- ❖ If Arapahoe Public School has a late start, P.M. preschool will run as scheduled.
- ❖ If Arapahoe Public School dismisses early afternoon, the A.M. preschool will run as scheduled.
- ❖ Look and Listen for closing information on NTV, Channel 13, Channel 51 and KRVN 93.1 FM or 880 AM
- ❖ Telephone Announcement Line: 962-7799
- ❖ NTV web-site and click weather, and select weather closing at [www.nebraska.tv/](http://www.nebraska.tv/)
- ❖ Register for School Beacon on the Arapahoe Public School Website ([arapahoe.k12.ne.us/fp.html](http://arapahoe.k12.ne.us/fp.html)) will have school announcements via text messaging and/or email.

## General Information

**Cost: The cost of attending The Arapahoe Early Childhood Center Preschool is \$100 a month. August and May are short months so they are combined and considered one complete month for billing purposes. PAYMENT IS DUE BY THE 10<sup>th</sup> OF EACH MONTH and is payable to the Arapahoe Public Schools. If payment is truant for more than 14 calendar days you will be contacted to set-up a payment plan.**

It will be most convenient for you to park behind the school and enter through the north elementary doors.

- ❖ It is important that the school be able to contact parents in case of illness, emergency or accident. Emergency information is on file at the school office. Please be sure to update any changes of doctor, sitters, or contacts that would be helpful if we need to reach you. If a student develops symptoms of illness or is injured in school, parents, guardians or other persons designated on the

emergency card will be notified.

- ❖ When students require medication during the day, the teacher should be informed. All medications need to be brought in their original containers with dosage directions attached. If medication is not brought in this way, it is against school policy to distribute the medication.
- ❖ Two of the more serious activities your child will participate in during the school term are fire and tornado drills. It is important that students know what to do, therefore, drills will be held throughout the year.
- ❖ Your child will be active indoors and outdoors. It is important for your child to be dressed in comfortable clothes that allow for movement and to be as independent as possible. During cold weather, make sure your child has gloves, hat, heavy coat, and appropriate footwear.
- ❖ Please do not allow your child to bring money, candy or food unless otherwise requested by staff. **NO PLAY GUNS OR WEAPONS** will be allowed at school.

THIS HANDBOOK IS A GENERAL GUIDELINE FOR THE PRESCHOOL PROGRAM. PARENTS AND STUDENTS WILL UTILIZE THE INFORMATION IN THIS HANDBOOK AS WELL AS THE POLICIES AND PROCEDURES OF THE ARAPAHOE PUBLIC SCHOOL 2017-18 PARENT/STUDENT HANDBOOK.

The district's policy on charged meals is:

Each school will notify the student, parent, or guardian that the balance is getting low when the balance is close to a negative \$10. If the balance becomes a negative \$20, no further regular breakfasts or lunches will be offered. Rather an alternate meal will be provided to the student as approved by the Nebraska Department of Education Nutrition Services, or a sack lunch may be brought from home.

Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases.

School staff may prohibit any students from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance. If a student repeatedly lacks funds to purchase a meal, has not brought a meal from home, and is not enrolled in a free meal program, the district will use its resources and contacts to protect the health and safety of the student. Failure or refusal of parents or guardians to provide meals for students may require mandatory reporting to child protection agencies as required by law.

Collection of Delinquent Meal Charge Debt:

The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law. Collection efforts may continue into a new school year.

## WHAT TO BRING TO PRESCHOOL.....

1. A regular sized backpack. The little ones are super cute but not effective in taking home papers and projects.
2. Please pack an extra pair of underwear, socks and pants. Even though your child is potty-trained, accidents can happen as well as spills or wet slides on the playground.
3. A box of crackers each quarter to share for snack time
4. 1 package of napkins

Be sure to provide your child with a coat or jacket if the temperature is questionable. Send hat and mittens in the wintertime.

RECEIPT OF THE 2017-18 PRESCHOOL HANDBOOK OF ARAPAHOE PUBLIC SCHOOL

This signed form acknowledges receipt of the 2017-18 Preschool Handbook of the Arapahoe Public Schools. This receipt acknowledges that it is understood that I have read and that I am familiar with the handbook. I understand the handbook contains a disclaimer of contract and that the handbook includes the District's policies of non-discrimination and equity. I also understand the specific complaint and grievance procedures that exist in the handbook and how they should be used for responding to harassment or discrimination.

\_\_\_\_\_  
Child's Name

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

Return to:  
Bob Braithwait, PreK-12 Principal Arapahoe Public Schools  
P.O. Box 360  
Arapahoe, Nebraska 68922