

ST.PATRICK'S PRESCHOOL

We welcome you and your child to St. Patrick's Preschool. Our preschool is a Catholic play-based, licensed, non-profit organization that offers its services to children ages three to five years old. The centre is licensed to have sixteen children per class. We hope that this booklet will answer many of your questions. Please contact us if you have any further questions or concerns about your child at home or at preschool throughout the year.

ST.PATRICK'S PRESCHOOL PHILOSOPHY

We believe that each child is a unique gift from God with individual talents and abilities. Each child will have the opportunity to develop to their full potential and be included in all aspects of this program. We believe that each child is entitled to a safe, loving, supportive and nurturing environment that will stimulate his/her spiritual, social, physical, emotional, intellectual, and creative growth.

MISSION STATEMENT

1. At St. Patrick's Preschool, we are committed to providing children with a balance of love and guidance, encouraging each child to participate at their optimal level.
2. We will promote positive self-esteem through the appropriate balance of directions, support, and independence every child needs.
3. We will provide a variety of themes and activities to stimulate his/her thinking and involvement within the program.
4. We will provide the children an atmosphere of a Catholic Community by experiencing a co-operative, loving, and supportive environment.
5. We celebrate each child as a unique gift from God.

GUIDANCE AND DISCIPLINE

At St. Patrick's Preschool, we are committed to provide children with a balance of love and guidance encouraging each child to participate at their optimal level. We celebrate and respect each child as a unique gift from God.

We incorporate a number of guidance techniques including,

1. Gentle reminders with explanations of appropriate behaviour
2. Teacher proximity
3. Positive observation/reinforcement
4. Modelling appropriate behaviour and stating rules and obligations

5. Redirection when necessary/ offering choices
6. Use calm, helpful language
7. Teach children what to do rather than what NOT to do.

If problems persist, the teacher and family will meet and talk about the situation. It is understood that teachers and parents maintain open communication regarding guidance and discipline.

TEACHERS-PARENT COMMUNICATION

Please feel free to set up a time to discuss any worries or concerns you have about your child. It can be difficult to talk at drop off or pick up times and have my full attention.

You can call the school office at (604) 879-4411 or e-mail rachelreade@spev.ca

PARENT/GUARDIAN STATEMENT OF COMMITMENT

1. Parent/Guardians are expected to support the Religious Education Program of the preschool and participate in it as required.
2. Regular attendance and full participation in all aspects of the preschool program are required of every child. Each child is expected to participate in the development of his/her full potential.
3. Each family is expected to support and participate in the fund-raising activities of the parish/preschool. This means each family shares in the responsibility of educating our Catholic children.
4. Parents/Guardians are expected to attend at least one orientation session which will focus on the philosophy and goals of our school.
5. Parents/Guardians agree to accept the responsibility for the cost of tuition, supplies and other preschool activities.
6. If any of these conditions are not met the school reserves the right to: refuse admission, or remove the child from the preschool.

ARRIVAL AND DEPARTURE

Preschool starts at 8:45am. Please stay with your child until your teacher is there to receive him/her. It is expected that every child arrives on time as the program begins at 8:45am. **The morning program ends at 11:30am.** Please pick up your child promptly. If an emergency makes it impossible to pick up your child, please call to inform us of your expected arrival time.

The Preschool classroom is located on the lower floor (north east side) of St. Patrick's Elementary School. You can enter through the playground side (at 8:45am) or enter through the main doors (Quebec Street) where the school secretary will let you in.

If you are unable to pick your child up and have made arrangements with your alternate person, please inform the teachers. Your child will not be dismissed to a person who is not authorized by you.

If you should meet with an emergency and you cannot communicate with us before 11:35am your alternate person will be contacted.

There is a late pick up fee for those children who are left in the classroom for 5 minutes or longer after class has ended. The charge is \$1.00 per minute until the child is picked up. Payment can be made the same day or the following day upon arrival.

HEALTH

If your child becomes too ill to participate, please do not bring them to school. If your child becomes sick during school hours, we will telephone you or your alternate pick up for your child to be taken home.

Your child must be kept out of preschool if they have one or more of these symptoms:

1. A fever
2. Diarrhea
3. Vomiting
4. Eyes that are reddish or have a yellow discharge
5. A rash that has not been diagnosed by a physician

If your child must take medication at school, please contact us for further details. This is very important since we need a doctor's written permission to dispense medicine.

SAFETY

Children will be under the direct supervision of an Early Childhood Educator at all times.

Fire and Earthquake drills will be practiced regularly during the school year with St. Patrick's Elementary School.

The Preschool follows mandatory B.C Laws in regards to reporting suspected or evident child abuse to the Ministry of Children and Families.

PROGRAMS OFFERED

3 and 4 year old children are eligible for preschool enrolment if they are at least 3 years of age on December 31 of the current school year to enrol. Admission to preschool is based on our established preschool admission priority policy (located in the application form)

PROGRAM DAYS, TIMES AND FEES

We offer a flexible program where parents can choose their days preferred.

Fees: 2 days \$144, 3 days \$216, 4 days \$288, 5 days \$360 (fees may be increased)

(September tuition is due upon registration)

Post-dated cheques (9 cheques, one for each month) for the whole year are requested the first week of September . Please have your cheques dated for the first of the month. Payments are to be given directly to the preschool teacher. Please write cheques out to **St. Patrick's School.**

All required documentation and fees must be complete before your child is accepted into the Preschool.

Fees are payable in full whether or not your child attends all the sessions. Fees will not be refunded for illness or holidays.

Additional fees: Registration fee \$50, Earthquake fee \$25

WITHDRAWAL FROM THE PROGRAM

One full month's notice is required prior to withdrawal. Anything less requires the next months fees. Withdrawals in May or June still require payment until the end of June as we are unable to fill the spot that late in the year.

HOLIDAYS

Please inform us if you are going to miss school (vacation, sickness etc.) throughout the year. **Monthly fees are still required.**

If your child is going to be absent from class, please phone us or leave a message.

ST. PATRICK'S PRESCHOOL
DAILY SCHEDULE

8:45am-Doors Open

8:45am-9:00am - Puzzles, manipulative toys, play dough
(wait for everyone to arrive)

9:00am - Circle time
(greeting, calendar, songs, talk about days activities and theme)

9:20am-10:20am - Art activities/ free play
(all centers are open)

10:20am - Clean up/ transition circle
(wash hands, prepare children for snack)

10:30am - Snack (provided by St.Patrick's Preschool)

10:45am-11:15am - Gross motor activity
(playground/gym)

11:15am - Closing circle
(songs, stories, talk about theme, get ready for home)

11:30am- Dismissal

Clothing

There is NO school uniform for preschoolers at this time. We are a “hands-on” play based preschool where the children learn by getting involved with the materials. We ask that the children be dressed in comfortable play clothes, in which you don’t mind if they get dirty.

Please provide an extra pair of shoes to be worn in the classroom when boots are used on rainy days.

All children must bring a change of clothing to school every day. We recommend that the spare clothing be kept in a nap sack that can be carried to and from school each day. Please include items such as; socks, underwear, pants, and a shirt. Please label all clothing.

Birthdays

A special snack may be sent in for all classmates to share. Please send a small treat only, cupcakes or cookies, for birthday celebrations. We are a **NUT FREE** preschool!

Snacks

St. Patrick’s preschool will ensure that each child has healthy food and drink while promoting healthy eating and nutritional habits. Teachers will prepare snacks with food allergies and sensitivities in mind. A snack menu will be posted on the parent board located inside the classroom. Any snack suggestions are welcomed

Staff

Our staff are qualified Early Childhood Educators who are licensed to work with children three to five years old. They have completed the First Aid Course and are required to renew their first aid accordingly. We continue educating ourselves in this field through professional development workshops.

***On behalf of St. Patrick’s Preschool, we would like to welcome you and your child to our centre. We hope that your child and family have an enjoyable experience here and many memorable moments. ***