

East Newton R-VI School District

[www.eastnewton.org](http://www.eastnewton.org)

Title I Preschool Handbook

2017-2018

At the East Newton R-VI School District our motto is “Better Learning-Better Lives”. We believe this to be true for all students including the early childhood student. We believe the early childhood student can gain important social, emotional and academic skills and behaviors by participating in our preschool program. It is our goal that students gain the essential skills that they need to be successful in Kindergarten and beyond.

### **Description**

The East Newton R-VI Title I Funded Preschool program is a child-centered program. We believe in building skills through discovery and play. We believe in an environment where students can develop a love of learning and exploration while learning essential social, emotional, physical, and academic skills. Our teachers continually assess students and their needs to build curriculum that helps each child develop the skills they need.

Our curriculum is based on the ELLC (Emerging Language and Literacy Curriculum) and the Missouri Learning Standards as well as the Missouri Early Learning Standards.

### **2017- 2018 Staff**

Jeff Patterson  
Granby PK-4 Principal  
417.472.6279

Jamie Medlin  
Triway PK-8 Principal  
417.628.3227

Katie Camerer  
PK Teacher – Granby

Kriya Callahan  
PK Teacher – Triway

RaeMona Robinson  
PAT Director  
417.472.6882

## **Eligibility**

All students will be screened and must meet the qualifying scores/criteria to be admitted into the program. Students with the greatest need will be placed first. A waiting list will be kept and used if spots become available. Students must be 4 years old by August 1 (or not Kindergarten age). Students must be fully potty trained. Accidents do happen, however, if more than two accidents happen in one month, the student is not fully potty trained.

## **Calendar/Hours**

The preschool calendar will follow the district calendar. If there is an early out day, afternoon sessions will not meet; morning sessions will meet. Preschool classes will not be held if school is closed for weather or any other reason. Preschool will be held four days a week. There will be two sessions: a three and a half hour morning session and a three and a half hour afternoon session.

Granby Hours: Morning Session – 8:00-11:30; Afternoon Session – 12:15-3:45

Triway Hours: Morning Session – 8:00-11:30; Afternoon Session – 12:00-3:30

## **Home Visit**

In accordance with Federal Guidelines, preschool teachers will make a home visit (usually at the beginning of the school year) to discuss what will be worked on during the school year and other important information as well as skills that students and parents can work on at home.

## **Parent/Teacher Conferences**

Preschool teachers will schedule two parent/teacher conferences during the school year; one during the fall and one during the spring. The teacher may schedule additional conferences on an as needed basis. Report cards will also be issued throughout the school year so parents are aware of their student's progress.

## **Meals/Snacks**

Due to the times of the preschools, no lunch will be served to either session. Students attending the morning session may eat breakfast at school. Please see the office for more information. A snack calendar will be issued by the teacher. East Newton has a healthy snack policy. The teacher will help with the kinds of snacks that fall under our guidelines. Please contact the teacher if you are not able to supply snacks on your student's day.

### **Attendance**

Regular attendance is both important for the preschool student and our preschool program. Please call the office if your student is sick and will miss school. Students who are excessively absent (more than 10 days) may be dropped from the program.

### **Parent/District Agreement**

Parents and the district will both sign an agreement concerning absences, transportation, home visits and parent/teacher conferences.

### **Transportation**

East Newton will provide transportation in accordance with our regularly scheduled routes. Preschool students may ride the school bus in the morning (for morning sessions) OR after the school day (for afternoon sessions). Parents are responsible for transportation at the end of the morning session and at the beginning of the afternoon session.

### **Student Security**

If someone other than a person listed in school records is picking up a preschool student, parents must inform the teacher and office beforehand. Any person may be asked for their identification to insure the child's safety. If there are any restrictions on the rights of a child's non-custodial parent which pertain to his/her normal parent activities in the school, we must have court ordered documentation on file.

### **Clothing**

Accidents occasionally happen in preschool settings. Whether your student doesn't make it to the bathroom in time or slides down a wet slide, an extra set of clothing comes in handy. Please make sure that your child has a complete set of extra clothing in their cubby at all times. Please make sure that this is changed with the seasons as well. Extra clothing will not be provided by the school. Soiled clothes will be sent home with the student in a plastic sack and should be replaced with clean clothes the following day.

## **Safety**

Periodic drills are conducted at school to teach students what to do in the event of a fire, tornado or crisis situation. Teachers and students practice proper procedures regularly to ensure preparation in the case of an emergency.

## **Behavior Management**

When children are engaged in developmentally appropriate activities few discipline problems occur. However, when children do behave inappropriately the staff will intervene with constructive solutions. The primary methods of discipline are redirection and intervention strategies. Praise and positive reinforcement of good behavior are used with all children as methods to build the student's self-esteem and encourage self-control. Conflict resolution will be used when necessary to help students solve their own disagreements in an appropriate manner. Parents will be contacted for students with repeated behavior issues.

## **Illness/Health**

If your child will be absent or late, please notify the school. If your child is at home with a contagious illness or injury, please provide a written note explaining the reason for the absence, the day the student returns. In some instances, it may be necessary to obtain a medical release from your child's physician before your child may return.

**\*\*It is very important to keep the school informed of emergency contact numbers in case your child becomes ill or gets injured at school. \*\***

### **GUIDELINES FOR KEEPING YOUR SICK CHILD AT HOME**

Deciding when a child is too sick to go to school can be difficult. In order for your child to be healthy and alert for learning, and to prevent the spread of communicable diseases, your child should be kept home for the following reasons:

<ul style="list-style-type: none"> <li>▪ Fever of 100 degrees or greater in past 24 hours</li> </ul>	<ul style="list-style-type: none"> <li>▪ Vomiting and/or Diarrhea in the past 24 hours</li> </ul>	<ul style="list-style-type: none"> <li>▪ Severe Sore Throat/ Strep Throat until on antibiotics for 24 hours</li> </ul>
<ul style="list-style-type: none"> <li>▪ Skin Rash (unless has medical release)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Earache, Toothache</li> </ul>	<ul style="list-style-type: none"> <li>▪ Eye Inflammation with yellow/green drainage or matted lashes</li> </ul>
<ul style="list-style-type: none"> <li>▪ Severe Cough/Cold Symptoms</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fatigue/Chills/Swollen Glands</li> </ul>	<ul style="list-style-type: none"> <li>▪ Head Lice</li> </ul>

\*\*\*Please keep the nurse informed of all illnesses, injuries, physical exams, eye exams, immunizations, routine medications, allergies, etc. throughout the year so she can keep your child's health records up to date. If you have questions or concerns, you may call the nurse's office anytime between 7:45am and 3:45pm when school is in session.

### School Supplies

Students are asked to bring school supplies to preschool. Please contact the school if you are unable to provide supplies.

- 3 - 24 count box of crayons
- 1 pair Fiskars blunt-tip scissors
- 3 bottles Elmer's School glue
- 3 glue sticks
- 1 box of tissue
- 1 box snack size ziplock bags- AM class only
- 1 box sandwich size ziplock bags- PM class only
- 1 10 count box of Classic Washable Markers
- 2 Dry Erase Markers (not Crayola)
- 1 art box
- 1 package of No. 2 lead pencils
- 1 set of spare clothing including socks and underwear and changed with the season

**The Title I Preschool will follow all other East Newton School District Policies.**

**(Please sign and return this form to your child's teacher)**

This handbook is an important document for all preschool students and their parents. It contains valuable information. We ask that you review this handbook at the beginning of the year and refer to it throughout the year as needed.

**Please sign this form and return it to school by Friday, May 10<sup>th</sup> to assure your child has a spot for the 2017-2018 school year.**

My student, \_\_\_\_\_, and I have reviewed and understand the importance of the information provided in this handbook. I agree to district attendance and preschool policies outlined in letter attached letter.

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Parent/Guardian Signature

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Date