

Calvary Murrieta Christian Preschool

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Facility #334820509

Welcome to Calvary Murrieta Christian Preschool! We are very excited about the upcoming school year, and we are looking forward to serving you and your family.

In our preschool program your child will be involved in mostly hands-on experiences, and will be exposed to a variety of academic skills. Our program is intended to help cultivate abilities, as well as further skills such as social, motor, and listening, in a scholastic setting to help your child become more prepared for Kindergarten. Each preschool class has one teacher and one aide.

About the First Day of School

The first day of school is very exciting, and it can cause a few anxious feeling for both the parents and the child. Please feel free to stay with your child as long as you like for the first day. After the first day, please explain to your child that you must leave and leave quickly. Prolonged goodbyes make it worse on everyone. We call this the “Band-Aid Approach.” Don’t be alarmed if your child cries for you when you leave. Our staff is very warm and loving and we will do all that we can to help your child adjust to his or her new school and feel safe and loved.

School Hours

Preschool classes begin 8:30 a.m. and end at 12:00 p.m. for half-day students. Full day students may use any hours between 6:00 a.m. and 6:00 p.m.

Drop off procedures:

Preschool students must be walked to their classroom and signed in by an adult - - no exceptions!

Full-day students arriving between 6:00 a.m. and 8:00 a.m. may be dropped off in Room 201 for morning day care. Please enter through the unlocked gate located near the parking lot and preschool grass area and enter Room 201 by using the door on the playground side. If your full-day preschooler arrives between 8:00 a.m. and 8:30 a.m. take them directly to their assigned classroom; entering through the gate near the office and preschool grass area.

Half-day students should arrive at between 8:20 a.m. and 8:30 a.m. and enter through the unlocked gate near the office and preschool grass area.

All preschool students should arrive by 8:30 a.m.

Close the Gate – Please take personal responsibility to close the gate when you enter and exit the preschool. This is for the safety of our precious children. If you see the gate open, please close it. If you are arriving or leaving and there are people coming in or out of the school, please kindly remind them to close the gate. At 8:30 a.m. all gates will be locked and you must enter through the school office.

Pick-Up Procedures:

Parents of preschool students must pick their child up from their teacher in the classroom. Half-day students must be picked up by 12:10 p.m. or late pick-up charges will be assessed. Full-day students must be picked up by 6:00 p.m. or late pick-up charges will be assessed at that time.

Signing Children In & Out of the School

All preschool children must be signed-in by a responsible adult (18 years or older) and their care discharged to the responsibility of a teacher. No child may leave the premises until they have been signed-out by an authorized adult and released by the teacher in charge. We require that children are signed in and out each day with a full signature, not initials. **Parents who do not sign their child out at the end of the day will be charged for the full day.**

Only those individuals listed on the child's emergency form will be allowed to pick up the child. Unfamiliar persons will have their ID checked and verified. Be sure to list all people who might possibly be picking up your child. **We will not release your child into any other person's custody without your written, preauthorized permission. Phone calls will not be accepted.**

All changes of information on the emergency form must be submitted in writing. Please be sure to keep the information current.

Snacks and Meals

All preschoolers will be provided with a healthy morning snack. Full-day preschool students will also be provided a nutritious lunch and afternoon snack. A copy of the lunch/snack menu will be sent home each month and posted in the preschool classrooms as well as on our website. Any special diet issues should be discussed with the teacher.

Lunches will be served "family-style" in the classroom where the children and teachers will enjoy the meal together. Lunchtime is a fun social opportunity for children where much learning will take place. During this time the teachers have the opportunity to naturally converse about good nutrition and healthy eating habits. Children will learn manners and self-help skills such as pouring their own milk and serving their own food; determining what and how much they eat. The teachers will encourage the children to eat a good portion of their lunch and to try new foods; however, will not force them to eat everything.

At this time, we are not able to provide breakfast to full-day preschoolers so please feed your child breakfast prior to coming to school. Parents may provide a breakfast for their child to eat during morning daycare; however all breakfast activities must be completed by 7:45 a.m. When sending a child with breakfast, the parents must provide all the necessary supplies (i.e. spoons, bowls, milk, etc.)

Rest Time (full-day students only)

Full-day preschoolers will have approximately 90 minutes of rest time after lunch each day. Children who need to sleep longer will be able to do so. Naptime is from 1:00 p.m. to 2:30 p.m. (or when the child awakes). **Children who stay for nap need to bring a fitted crib size sheet and light weight blanket to use on their mat or cot.** If your child has a favorite stuffed animal or doll that they sleep with you may send that, too, as this makes the afternoon nap adjustment easier. Bedding is sent home once a week to be laundered and must be returned on the first day

of attendance the following week. Please no pillows or sleeping bags. Remember to label all bedding with your child's first and last name.

Clothing

School is a place for investigating and learning about many things. Some investigations become quite messy and/or wet. Children should come to school dressed in comfortable clothing that parents do not mind if it gets soiled. Children should wear closed-toe shoes and closed-heel shoes or tennis shoes at all times. Girls should wear shorts under their dresses for climbing and playing. Items that depict scary or violent scenes will not be allowed. We also would appreciate clothing that is easily manipulated for toileting. Since this is a time that children are learning to do things for themselves, clothing should not be made in such a way that is impossible for children to manage for themselves.

Every child needs to bring an extra change of clothing to leave at school in case of an accident. Please mark all items and the bag they are stored in with your child's first and last name. If your child has a messy accident at school, he/she will be assisted in cleaning and changing his/herself. Soiled clothing will be sent home in a plastic bag. You must send another clean set of clothing with your child on his/her next day of attendance. In the event that your child does not have spare clothing at school, we will place your child in alternate spare clothing. **If your child uses clothing borrowed from the preschool, please launder and return them immediately.** Please label your child's clothing, jackets, sweatshirts, and sweaters.

Curriculum

Curriculum is a word used to describe the whole school experience – text used, thematic learning units, character development, Bible training, skills for getting along with others and solving conflicts, acting cooperatively, free choice exploration, learning center activities, physical play, and creative expression through art and music. In an early childhood program, curriculum includes all of the activities and subject matter that is planned or spontaneous, written or unwritten. It is all of the experience of a child's day and the interactions they have with teachers and other children.

Our program was designed with this in mind. Our teachers use Creative Curriculum and Gospel Light Bible Curriculum as the foundation for the planning and implementation of all activities and lessons in the preschool classroom. They also take into consideration the individual needs and developmental level of the children in their care. The areas of curriculum focused on in our preschool classrooms include:

- Spiritual Development
- Language and literacy
- Pre-reading & writing
- Character development
- Science
- Math/Manipulatives
- Cooking
- Creative Art
- Music
- Outside play/physical development
- Group time
- Dramatic play
- Block play
- Small group learning activities
- Quality literature
- Health and safety

Sample Daily Schedule

A carefully supervised and balanced program is offered to assist the child in his/her learning process. This includes activities of play, school readiness skills, reading readiness, letter and number recognition, music, stories and literature, creative arts, science, health, and motor development. We will also be sharing with the children about God and His Word through Bible stories, songs, and memory verses. Below is a sample schedule of daily events:

6:00 to 8:15 am	Morning Daycare Arrival (for full-day students or half-day students if pre-arranged)
8:20 to 8:30 am	All children should arrive by 8:30 to allow for appropriate play time before transition to groups.
8:50 am	<u>Group Time</u> -may include Bible lessons, opportunities for sharing, music & movement, concept learning and literacy experiences
9:05 am	Morning Snack
9:35 am	Outdoor Play (weather permitting)
10:10 am	<u>Learning Center Activities</u> -may include opportunities for exploration, dramatic play, project development, construction, art expression, language & literacy experiences, quiet and active choices
11:40 am	Clean Up
11:45 am	<u>Group Time</u> -may include Bible lessons, opportunities for sharing, music & movement, concept learning and literacy experiences
12:00 pm	Half-Day Students Picked Up
12:15 pm	Lunch and Bathroom Use
12:45 pm	Quiet Activity Transition to Nap
1:00 pm	Nap Time
2:30 pm	Afternoon Snack
3:00 pm	Interest Centers Open
4:00 pm	Outdoor Play (weather permitting)
5:00 pm	Indoor Quiet Transition Activities and Clean Up
6:00 pm	All Students Picked-Up School Closed



Enrichment Classes

We are happy to be able to offer enrichment classes to your child's educational experience. On occasion, preschool students will participate in P.E., Music and Art classes as well as take "mini field-trips" to the on-site Library.

Assessment

Teachers monitor each child's progress on an on-going basis through observations, assessments and reviewing work samples that are kept in a portfolio throughout the year. One assessment tool used by the teachers is the Desired Results Developmental Profile created by the California Department of Education, Child Development Division. In addition, we have created a tool for spiritual development assessment, which we feel is equally as important. For more information on assessments, refer to the Parent Handbook and review Expected Student Outcomes.

Attendance

Please notify the school office if your child will not be attending his/her normally scheduled program for that day.

Discipline

Guidance consists of direct and indirect actions used by the adults to help children develop socially acceptable behavior. Effective, positive guidance maintains the child's self-esteem and produces growth and desired changes in the child's behavior. The long term goal of guidance is inner self control. Teachers provide a respectful, supportive climate in which children are helped to make decisions, observe the consequences of their actions and take responsibility for their own behavior. Refer to the Parent Handbook for detailed information on our guidance policy.

Back to School Night

Please reserve Friday, August 22nd to attend the back to school information night. We encourage you NOT to bring your children on this night because it is a time for your child's teacher to inform you about the school year and classroom procedures. We will have two sessions for parents that have more than one child enrolled at Calvary Murrieta Christian Schools and you can come to either session.

Session One 6:30 pm to 7:10 pm
Break 7:10 pm to 7:20 pm
Session Two 7:20 pm to 8:00 pm (Repeat of Session One)

Parent Involvement

Calvary Murrieta Christian Preschool welcomes and encourages parents to visit and get involved at the school at any time. A monthly newsletter is sent home each month to keep you informed of upcoming events. There will also be occasions when we need parents to help with special activities or donate food and materials. Special notifications will keep you informed about these opportunities. All visitors must check in at the school office and get a "visitor's pass." We look forward to working with you and appreciate your help.

