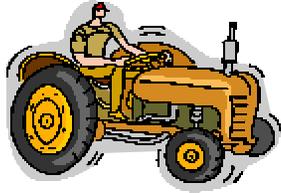


- ◆ Express feelings verbally instead of physically (i.e., anger, frustration)
- ◆ Know full name: father's and mother's first and last name

FIELD TRIPS

At various times during the school year, classes will take field trips. These trips are planned educational excursions into the community and surrounding area. It is our endeavor to broaden the classroom situation with first hand experience and observation.



No child will be permitted to leave school for a planned class trip without a parent's written permission. Parent volunteer drivers are used on these school trips. If we do not have enough drivers, trips may be cancelled as late as the day of the trip. Car seats are required for all children. Please bring car seats the day of the trip. Trips may be cancelled or children may have to be left behind if car seats are not provided. Late comers may also miss out on trips as we plan to leave promptly at scheduled times.



PRE-KINDERGARTEN HANDBOOK

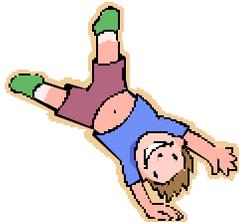
**ZION LUTHERAN
SCHOOL
3917 Waverly Road
Owego, NY 13827
607-687-6376
www.zionowego.org**

Zion Lutheran School Pre-Kindergarten

Mission Statement: The mission of Zion Lutheran School is to provide spiritual, emotional, physical, social, and intellectual learning with Jesus Christ as the center, as is stated in Proverbs 22:6, "Train up a child in the way he should go, and when he is old, he will not depart from it."

We, at Zion Lutheran Pre-Kindergarten, hope to assist you in the guidance of your preschooler through a well-planned learning curriculum emphasizing intellectual, emotional, social, physical, and spiritual growth. An atmosphere of love and respect for each individual child and his/her talents permeates the whole program. Our central theme is that Jesus loves us and will be at our side to protect, guide and care for us always.

We trust that our program will serve your child's total needs in the best possible way. Our program is based on sound educational theories about how children learn and develop. It strives to integrate subject areas in order to make learning meaningful and fun, to facilitate the development of the whole child through developmentally appropriate activities, to be flexible enough to allow the teacher to adapt it to the individual needs of each child, to encourage family involvement and keep family members informed of their child's development, to provide creative, hands-on activities that allow children to learn through experimentation and exploration, to encourage development of higher-order thinking skills, and to stimulate creativity and foster a positive self-image in each child.



ILLNESS

Children should remain home 24 hours after the last sign of fever, diarrhea, and vomiting.

A child who becomes ill at school will be separated from the group, and a parent will be notified.

If your child has a contagious disease, check with your doctor before his/her return to school. Please notify the teacher if your child contracts a contagious disease.

CHANGE OF ADDRESS

Please give us prompt notification of any change of address or phone number. It is extremely important that we have these up-to-date so that we can contact you immediately if the need arises.

THE FIRST DAY

The first day of school is always easier for some children than others. Preschool parents are encouraged to bring their children into the school room, greet the teacher, admire the room, speak words of encouragement, and leave the child in the teacher's care.

HELP YOUR CHILD PREPARE FOR PRE-K BY:

- ◆ Praying with them
- ◆ Encouraging their ability to converse
- ◆ Encouraging them to dress themselves
- ◆ Recognizing and hanging up own clothes
- ◆ Allowing them to make things with their hands
- ◆ Showing a genuine interest in things they do
- ◆ Having good toilet habits and being able to attend to their own needs
- ◆ Keeping regular eating and sleeping habits
- ◆ Teaching them proper use of tissues
- ◆ Putting things away when finished or asked to do so
- ◆ Having a positive attitude about school, learning and trying new things (self-confidence)
- ◆ Beginning to teach them to tie or buckle own shoes



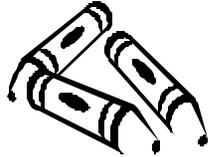
can be washed and are appropriate to the season. Even with smocks, paint and paste have a way of getting on clothes.

Sneakers are the best footwear, and please, **no sandals**. We will go outside as much as possible, weather permitting, so please have your child dressed appropriately (boots, snowsuit, gloves, hat, etc.)

WHAT TO BRING

Supplies to bring and leave at school:

- * 3 glue sticks
- * 2 boxes of tissues
- * washable markers (fine or broad)
- * large crayons
- * colored pencils
- * other items may be requested throughout the year.



This is just a sample list. A more comprehensive one will be sent home or given at orientation.

PROGRESS REPORTS

In the spring, the teacher will have a conference with the parents of children that will be eligible for Kindergarten in the fall. A progress report will be given out for each child at that time.

If at any time throughout the year you have a special concern about your child's progress, please feel free to contact the teacher to set up a time to discuss these concerns.



SCHOLASTIC BOOKS

Every month, a book order from Scholastic Book Club will be sent home. This is always an excellent way to expand your child's library at home with many favorite read-aloud books. Participation is optional.

GETTING INVOLVED

We encourage and welcome your active participation in your child's school experience. If you have a special hobby, talent or interest you'd be willing to share on an occasional or regular basis, please let us know.

CLASSES

Morning classes meet Monday– Friday 8:30 – 11:15 a.m. Parents have the option of choosing a 3-day program for 4 year olds that meets Monday, Wednesday and Friday or a 2-day program for 3 year olds that meets Tuesday and Thursday. Four year olds may also attend all 5 days.

Parents who enroll their child for a morning class have the option to enroll for the afternoon in an extended session, as well. This morning class with extended session ends at 2:30 pm along with the K-5 day school.

Children 4 years and older may be transported by their local school district bus.

DROP OFF/PICK UP

Zion Pre-Kindergarten class times are:

- Pre K — morning 8:30 – 11:15 a.m.
- Pre K — all day 8:30 - 2:30 p.m.

Pre- K students arrival time is no earlier than 8:20 a.m. There will be no supervision before that time. Any child who must arrive earlier due to transportation or other valid reasons must clear the time with the child's teacher and principal. Please be prompt with drop off times. We start at 8:30 a.m. and late arrivals mean children miss out on fun and important activities.

All children must ride the bus home or be picked up by parent/guardians at 2:40 p.m. Pre-K classes should be picked up promptly at 11:15 a.m. and 2:40 p.m.

Students being picked up will be dismissed after all bused students have been dismissed at approximately 2:40 p.m. Parents/guardians who are picking children up must wait outside the gymnasium until all bus students have been dismissed. Please do not walk between or in front of school buses. Students being picked up before regular dismissal time must be picked up **before 2:10 p.m. and signed out in the office.** If any change of pick-up routine is made, the parent must notify the teacher and principal in writing, in advance. In an emergency, when a parent calls with a change of plan for pick-up of a student, a follow-up call may be made back to the parent to confirm the call. This is for emergencies only.

A list of people whom the child may be released to must be on file in the office.

If someone other than a parent or guardian is to pick up a child, please provide written permission. There must also be a note if the child is not riding the bus.

There is NO PARKING in the bus lane (close to the building).

ADMISSIONS POLICY

Classes consist of children ages 3 - 5. A child must be three by December 1st in order to be admitted. There is a maximum of 18 children per class with a full-time aide.



Children must be toilet-trained.

A \$50 registration fee must be paid at the time of enrollment.

TUITION PAYMENTS

Payments may be paid annually, semi-annually or monthly by check. They will begin in August and end in May and are due the 10th of the month. After August, 2 months tuition is due the first month payment begins. A \$10 late charge will be added to payments not received by the 20th of the month. The late fee may be waived by contacting the school treasurer with your plan for payment. Please mail or leave your payment at the school office. Thank-you.

SAMPLE DAILY SCHEDULE

8:30-8:45	Quiet play with manipulatives as children arrive.
8:45-9:00	Morning Circle
9:00-9:15	Snack
9:15-9:30	Jesus Time
9:30-10:20	Activity Time
10:20-10:30	Clean-Up
10:30-10:45	Circle Time
10:45-11:05	Outdoor Play
11:05-11:15	Closing prayer and song
11:15	Dismissal



SNACKS AND BIRTHDAYS

Parents will be asked to help provide snacks and drinks.

Snacks must be nutritious. Things such as fruit, raw vegetables, crackers, cheese and popcorn make good snacks. Drinks should be low in sugar. Your child may bring snack on or near his/her birthday. This is a special occasion and he/she may bring a special birthday snack. If your child's birthday falls during the summer



months, we have special "un-birthday" celebrations during the month of June. If you would like to choose your child's baptismal birthday for his/her "un-birthday celebration, let us know.

If your child has a birthday party, please mail invitations. Do not hand out invitations in school. This will avoid hurt feelings. A snack schedule will be sent home at the beginning of the school year.

SHOW AND TELL

During the year there will be special days when your child is encouraged to bring something from home to show and tell. Show and Tell provides a special opportunity for each child to develop confidence and a feeling of importance, while improving language and listening skills. There will usually be a theme to Show and Tell (color day, teddy bear day, family, etc.). Please encourage your child to follow the theme.

Other than Show and Tell, your child is discouraged from bringing toys from home. Please don't send "treasures" to school in glass jars. Children should **not** bring gum, edibles, money, toy guns, knives or any toy that may encourage aggressive play (Batman, Power Rangers, etc.)

Please label all items your child brings to school.



WHAT TO WEAR

Children should wear loose, comfortable play clothes that