



Dear Families:

We welcome you to the Golden Community Center Preschool program and look forward to a great 2016-17 school year! We have 3 wonderful preschool classrooms: The Yellow Room, The Green Room, and The Red Room. We are excited about the beginning of the school year and feel confident the children will be accustomed to the classroom and the routine in no time. You will find out your child's room assignment at the Open House (see calendar).

If you have a shy preschooler, check out some tips on separation anxiety: <http://preschoolers.about.com/od/learningeducation/ht/How-To-Manage-Preschool-Separation-Anxiety.htm>. The internet has tons of information on separation anxiety, so please look at other available sites as well.

Our teaching staff has many fun and exciting activities planned to help prepare your child for a life long love of learning. We plan to have a very special and eventful year for your child and family. Before our school year begins, we know that you may have a few questions regarding our program. You will find many of the answers to your general questions in the **Golden Community Center Preschool Parent's Manual and more information will be provided at the Parent Meeting** (see calendar); however for more specific, site-related questions, please see the information below:

Preschool Teaching Staff

There are two highly qualified teachers for each classroom. It is our goal to offer a program with well-educated, nurturing and resourceful staff that have respect for and recognize your child's individual needs while encouraging your child's creativity and curiosity of learning. Preschool staff are qualified as Early Childhood Teachers and/or Directors based on the state licensing regulations.

Preschool Hours

Our preschool program hours are 8:30 AM - 12:45 PM, Monday through Friday, with drop-off between 8:30 - 8:45 PM and pick-up from 12:30 - 12:45 PM. Full Day preschool is from 8:30 - 3:30 PM. Please do not drop your child off any earlier than 8:30 AM, as the teaching staff will be preparing the room and activities for the day.

We will open the doors at 8:30 AM to greet you and your child. It is important to arrive on time. When picking up your child, we will release children one at a time and hand them off to the authorized pick up person and/or parent only. You may need an ID for the first week or so of school, just until the

teachers get familiar with the child's guardians. Doors will be locked during school hours for the safety of children and staff.

Volunteers and Parent Participation

We encourage parent participation at all times, and offer an open door policy. Volunteers will sign in and read/sign the volunteer guidelines form (once per school year), and teachers will direct volunteers based on their needs for the day. We will be sure to ask what you are comfortable doing: such as engaging in activities with the kids, preparing future activities, or doing a small group/large group activity with the students.

It is always a pleasure and a great learning experience for teachers and students to have volunteers show their skills and knowledge, and provide another form of modeling play and communication. Parent involvement is highly recommended.

Contact Information

It is very important that we have current information on your child's emergency card including accurate names, phone numbers, and addresses. **Please remember:** If there are any changes to your contact information or anybody that might help pick up your child, notify us immediately so that the changes can be made on your child's emergency card. In addition, it is always helpful to know if there are any changes in your routine at home or in your child's life that may affect them such as a move, job changes, divorce, deaths in the family, etc, so that we can help your child cope if needed.

Donations

We have a one-time \$75.00 material fee, which helps us with consumable items that preschoolers tend to go through a lot such as paints, markers, paper, etc. The classrooms will have a wish list of items available at the open house for parents to review. Donating materials/supplies is optional.

Each classroom will have a snackivity through signupgenius.com, which you will see through your email. If you have any questions about signupgenius, please ask your teachers. Signing up for snack is very appreciated, as it helps our program. Our snackivity program is having a snack with a purpose, educational snack (i.e. snack colors, snack shapes, snacks that grow on a vine, in a tree, underground). It is also optional. Should you choose to sign up, we ask that snacks are free of peanuts and tree nuts, and must be prewashed and sliced at the grocery store. We do not have a commercial sink and therefore cannot wash fruits and vegetables on-site. In addition, the health department will also not allow parents to prepare fruits and vegetables at home.

Preschool Information Board/ Communication

Each classroom will have a parent information board for all current events and lesson plans for the week. We will post any pertinent information for the class on this board including the daily schedule, weekly lesson plans, themes, upcoming events, and monthly newsletters.

We will also have 2 parent/teacher conferences each year, one in the fall and another in spring. Please see your 2016-2017 calendar for the dates. We encourage parents to attend both parent/teacher conferences as we feel this is an important communication tool for your child's growth and development.

Teachers are open to communication daily so do not hesitate to set up a time before or after class to meet with a teacher so we can provide a private time with you. We would like to address any concerns immediately so do not hesitate to speak with your teacher and/or the director.

First day of school needs:

Water Bottle with name on it

Change of clothes in a gallon zip lock bag (2 pair of underwear, appropriate weather pants, socks, and shirt)

1" binder with your child's name

Family photo and authorized person(s) photo

Meeting and Understanding the Program

We will be hosting a mandatory **Parent Meeting on Tuesday, August 30, 2016 at 6 PM** to discuss program policies, as well as curriculum and assessments.

Our curriculum is play-based, and the assessments are on a continuum throughout the year. We focus on areas of development in **Social & Emotional, Physical Health & Safety, Creative Arts, Mathematics, Science, Language & Literacy, and Approaches to Learning**. This meeting will explain in detail about what a play-based curriculum means and the importance of it in our program.

We will also have an **Open House on Thursday, September 1, 2016** where families can come to see their classrooms and meet their teachers. Please see your 2016-2017 calendar to check the times.

We are so excited for this school year and to meet all the families! Please bring any questions or concerns to the parent meeting on August 30th. If you would like to contact us, please do not hesitate to call Julie, the Preschool Director at 303-384-8196.

See you all soon!
Golden Community Center Preschool Staff

