

Mon Valley YMCA
Child Learning Center
Pre-Kindergarten
3 Day Handbook



101 Taylor Run Road • Monongahela, PA 15063

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www.monvalleyymca.org



MON VALLEY YMCA
CHILD LEARNING CENTER
HANDBOOK

Pre-Kindergarten Readiness Program:

This program will meet three days a week for 2 ½ hours every Monday, Wednesday & Friday. It is designed for children who will be turning 4 on or before August 31st.

Class Day/Time/Teacher:

Miss Katie:

AM Class - Monday, Wednesday, Friday 9:00a.m. - 11:30a.m.

First Day - Wednesday, September 7th

PM Class - Monday, Wednesday, Friday 12:30p.m. - 3:00p.m.

First Day - Wednesday, September 7th

Ms. Jane:

AM Class - Monday, Wednesday, Friday 9:15a.m. - 11:45a.m.

First Day - Wednesday, September 7th

PM Class - Monday, Wednesday, Friday 12:45p.m. - 3:15p.m.

First Day - Wednesday, September 7th

Philosophy:

The goal of our program is to provide a safe, nurturing, center-based environment in which to encourage children to become active participants in the learning process through exploration of hands-on materials, integrated learning experiences, and developmentally age-appropriate activities and games.

Class Objectives:

Academically your child will:

- ❖ Be introduced to a blended multi-sensory literacy program consisting of Zoo Phonics and Handwriting Without Tears. These programs fully involve your child's eyes, ears, mouth, and body as he/she learns phonemic awareness skills, the alphabet, and how to decode (read) and encode (spell/write). The Essences of Zoo Phonics include: 1. The animal alphabet helps children

remember the shapes and sounds of the letters. 2. The body movement for each letter helps cement the phonemic information into memory. 3. The alphabet is taught sequentially, "a-z". 4. Children learn through physical games and activities.

- ❖ Practice counting to 100, recognize and write numbers from 1 to 31.
- ❖ Practice reciting personal information. (first/last name, address, phone number.)
- ❖ Learn to print their first and last names using upper and lower case letters.
- ❖ Participate in circle time to learn "The Pledge of Allegiance", weather and calendar activities, seasonal songs, and poems.
- ❖ Participate in Circle Time. Your child will listen and share stories and participate in physical games and activities.
- ❖ Participate in individual/small group interest centers. Your child will engage in different centers each class period. They include: ABC, literacy, listening, math, arts and crafts, dramatic play, block/toy, sand, rice, play-doh, and I-pads.
- ❖ Technology, such as the Smartboard and IPADs, are used to actively engage students while learning their preschool skills.
- ❖ Improve fine motor skills by learning to print, color, paint, glue, and cut.
- ❖ Improve gross motor skills by participating in weekly gym class, including music and movement activities.
- ❖ Discuss and complete activities in a Scholastic Magazine provided by the YMCA called "Let's Find Out."
- ❖ Participate in various STEM (Science, Technology, Engineering, & Mathematics) activities.
- ❖ Experiment with science activities such as making play-doh, volcanoes, mixing colors.

Socially your child will learn:

- ❖ To share and respect others' feelings.
- ❖ Appropriate interaction with teachers and classmates during play, snack, circle, and center time.
- ❖ To use manners.

- ❖ Turn taking during communication exchanges, listening activities, and when playing a game or activity.
- ❖ To respect personal space of self and others.
- ❖ To wait in line as well as walking in line to other areas in the facility.
- ❖ Independence skills (putting toys and materials away).

Immunization Records and Physical Exam - Due to state licensing requirements, all children entering pre-school must show proof of up-to-date immunizations and have had a recent physical examination. (A form is provided in your packet.) It can be your child's current record. This needs to be turned in by September 30, 2022. You can turn in a new immunization form when you go to the doctor for your child's birthday.

Student Arrival - Students will use the glass preschool doors to enter the facility and are asked to wait in their cars until the teacher opens the doors. Parents will not be permitted to enter the building. Please use caution when dropping off. We welcome the opportunity to speak to you about your child if you have any questions or comments; however, we need to start class promptly to help maintain students' attention, so please speak with us after class or feel free to call us at 724-483-8077.

Late Arrival Policy - If you arrive to school late, please call the Mon Valley YMCA and ask to be transferred to your child's classroom. A staff member will come to the doors to escort your child to their classroom. Please do not enter through the front main doors.

Student Pick Up - Please use caution when picking up your child after class and hold his/her hand through the parking lot. If someone other than the child's parent will be picking him/her up from school, please let the teacher know. A written note with the person's name and phone number must be given to the teacher so that she may contact them in case of an emergency. A valid driver's license will have to be shown to properly identify the student's designated pick-up person.

Late Pick-Up Policy - We ask if a parent or designee is going to be late to please call the YMCA to notify us. If a child has not been picked up by the end of class time and a parent/designee has not called, every reasonable effort will be made to contact the alternate person/s listed on the child's emergency contact form. A \$5.00 late fee will be assessed if a child is not picked up within 15 minutes of his/her scheduled class ending time. Please call the Mon Valley YMCA when you arrive and we will escort your child to the preschool doors.

School Calendar - A school calendar is included in this packet. Highlighted areas indicate when school will not be in session and holiday parties. Please keep this in a safe place at home.

Snow Day Policy - Should it be necessary to cancel a class due to inclement weather, cancellations will be posted on Class Dojo, all local TV channels and at Facebook.com/Mon Valley YMCA. REMEMBER: WE DO NOT HAVE DELAYS; ONLY CANCELLATIONS. We do not follow local school district decisions. You may also call the YMCA at 724-483-8077.

Snack Time - Due to increasing health issues with some of our students, the Mon Valley YMCA will be providing the daily snack and drink for each child. If your child does have an allergy, you are asked to provide his/her own snack for each class.

IMPORTANT NOTE: PLEASE INFORM YOUR CHILD'S TEACHER OF ANY AND ALL KNOWN ALLERGIES AS SOON AS POSSIBLE.

Birthday Celebrations - During the school year, your child's birthday can be celebrated. If you are interested in bringing a treat, please sign up on our Birthday list. If your child has a summer birthday, you may choose a day during the school year to celebrate. Each child will receive a special birthday crown. We are sending home an approved birthday treat list which we ask you and your child to select from when considering a birthday treat. Please keep the birthday treat simple as our snack time is short.

ALL BIRTHDAY TREATS MUST BE STORE BOUGHT, UNOPENED, AND WITH THE INGREDIENTS LISTED TO PREVENT ALLERGIC REACTIONS. NO HOMEMADE TREATS WILL BE GIVEN TO THE STUDENTS FOR BIRTHDAYS.

Special Weekly Activities -

- ❖ Speech/Language Program - Your child will participate in a Speech and Language program. This class is designed to supplement listening, letter/sound awareness and phonological awareness skills being taught in your child's classroom. Your child may be asked to complete practice pages at home and we are asking for your assistance in helping him/her. Please remember to place the completed papers in your child's folder so that we can place a sticker on your child's paper rewarding his/her hard work and effort. If you have any questions or concerns, please place a note in your child's folder and we will call or see you before or after class.
- ❖ Playground/Gym - Every effort will be made to take the students to the playground (weather permitting) through the week. Our gym day will be on Fridays. If neither is available, a physical activity will be held in the classroom. Tennis shoes or rubber soled shoes are suitable for active games and other activities. Children are not permitted to wear heels.

Special Parties - Parties are planned around each major holiday. Please volunteer to serve on at least one committee during the school year. The party committee will meet prior to each party to discuss the details. (Halloween, Thanksgiving, Christmas, Valentine's Day, Easter, & Graduation).

Parent Volunteers - As of July 1, 2015, any parent having direct contact or interaction with children needs to obtain clearances. A COPY of these clearances will need to be submitted to your child's preschool teacher before permitted to volunteer. We will not be able to return your clearances or a copy to you once they have been submitted. Please keep a copy for your own records. All necessary information and links to apply for these clearances can be found at:

Child Abuse History Clearance - <https://www.compass.state.pa.us/CWIS>

PA State Police Criminal Record Check - epatch.state.pa.us

Parent Communication - Your child will receive a "tracker" in his/her folder each day. This tracker informs you of important preschool information, learning skills that were taught, and how your child behaved. This year we will be using Class Dojo as a communication tool. Important messages will be posted there on the Class Story. Instructions for how to download and create your account are in your child's folder. PLEASE REMEMBER TO CHECK THE TRACKER AND CLASS DOJO DAILY!

Student Folders - Please check your child's Take Home Folder daily for important notes, completed papers, crafts, and practice pages to help reinforce skills worked on in the classroom. Please remember to have your child remove all completed papers from the "Keep at Home" side of his/her folder. This helps keep your child organized and gives you the perfect opportunity to review all activities completed in class that day. It also allows you to praise your child's efforts and to help reinforce extra practice in any areas your child is having difficulty.

Changes in address/phone number - Please report any address or phone number changes that may occur during the school year to your child's classroom teacher and in the Business Office.

Cold/Flu Season - With cold and flu season approaching, it is imperative that children with a fever or vomiting not be sent to school until 24 hours after being fever or vomit free. The Mon Valley YMCA Staff will assist parents by providing as germ-free an environment as possible. Tables, chairs, sinks, and toilets will be sprayed and cleaned before and after each class. Teachers have available hand sanitizers and liquid hand soap; which the teacher/aides will be responsible for dispensing to the students. Students will be instructed on proper techniques for hand washing, using tissues and sleeves to catch a sneeze, covering their mouths when coughing, etc.

First Day Tears - It is not uncommon that you or your child may experience some separation anxiety and shed some tears on the first few days of school. Your reassurance and support will help to make the transition easier for your child. If your child continues to have difficulty transitioning, please talk with your child's teacher regarding ideas or suggestions to help ease your child's fears.

Thank you for enrolling your child in the Mon Valley YMCA Learning Center. We understand that your child is an individual with his or her own talents, interests, and abilities. We ask for your support and cooperation in helping us make this school year a wonderful experience.

Sincerely,

Certified Pre-Kindergarten teachers and assistants:

Mrs. Jane Zelinsky & Ms. Kylie Kritikos

Miss Katie Irwin & Mrs. Jeri DeLattre

Contact Information:

Mrs. Jane Zelinsky - jane@monvalleymca.org

Miss Katie Irwin - irwink@monvalleymca.org