

Bilingüitos Spanish Immersion Preschool



Information Packet 2017 - 2018

Welcome to Bilingüitos! We are so glad you've chosen to join us in the wonderful world of language immersion. This information packet is designed to go over important program details and answer all of your questions. Please read through the following sections before the first day of school and if you have any further questions don't hesitate to contact us. We're thrilled to start the new semester!

Mission

Our mission at Bilingüitos is to create an engaging learning environment where our students freely explore and discover, fully immerse themselves in a new language and culture, and positively build the self-confidence they need as they grow into future bilingual leaders.

Teachers

Our teachers are passionate about what they do! Get to know them a little better with the information below:

Miss Kaila | Miss Kaila has been speaking Spanish since she was 2 years old. She loves to travel! She has spent time in Nicaragua, Peru, Costa Rica, Uruguay, Spain and beyond! Her favorite things to do are read, go camping and snowboarding, swim, and learn new languages.

Miss Harlen | Miss Harlen is originally from Peru but has been living in the US for many years. She has raised two children bilingually and loves to work with kids. She is incredibly patient and loves to see her students pick up her native language. Her favorite things to do are crochet, do crafts, and go out for walks.

Learning goals

Preschool is often your child's first introduction to a classroom environment. We like to come alongside our students and help them develop necessary school skills that will prepare them for future education endeavors. Our goal is to work on the following and more: social skills and

self-help skills; print awareness, book appreciation, and letter recognition; fine motor skills; identification of shapes, colors, numbers, patterns, and positions; and finally, self-confidence and character development.

Activities

We know that interactive learning is what engages students, and engaged students really LEARN. At this age, children have very short attention spans for classroom activities and need to move around to keep their minds active. Our lessons and activities take this into account, incorporating movement, rhythm, play, and exploration. If we're doing a lesson on positions, our students will be moving over, under, behind, and in front of (etc.) different obstacles. If we're learning about different foods, we'll all be atop a blanket having a make-believe picnic. It's all about engaging the students and encouraging active participation.

Class rules

All of our class rules can be summarized into three basic points:

- 1) Respect the teachers
- 2) Respect your classmates
- 3) Respect the classroom

We make sure to consistently go over these rules with the kids, explaining them at their level. During circle time, we will often go over the specifics of each one: respecting the teacher means no talking when she is talking; respecting your classmates means hands to yourself; respecting the classroom means cleaning up when you're done with toys, etc.

Reward

Positive reinforcement is key in a preschool classroom because it builds the students' self-esteem and also encourages onlookers to want to mimic good behavior. For example, if a child has done a good job during clean up time we will praise them out loud for their success, "Wow [name]! Look how well you did during clean up time, very good job! Excelente!" The other children will hear this and want to do a good job during the next clean up time. It creates a very healthy and positive classroom environment. We like to keep positive words and encouragement the center of our reward system, and keep tangible rewards to a minimum to avoid competition and jealousy. Typically, if we are going to surprise children with something like stickers or stamps, it will be as a treat for everyone and not merit-based.

Discipline

Though we like to focus on good behavior rather than bad, there are times when disciplinary action is necessary for the sake of maintaining order and keeping everyone safe. At our school, discipline is a realistic consequence related to the offense. For example, if the child dumps out all the toys from the toy box after clean up time, his "discipline" will be that he must put all of the toys back before he can continue the next activity. If a child commits a repeated offense that is putting herself, another student, or a teacher in jeopardy, that child will be removed from the situation and encouraged to take "time away" to cool down. One of the teachers will stay with the child until she is ready to continue playing nicely. We are sure to keep discipline

age-appropriate and always explain to the child in simple words why he or she is receiving the consequence. If you have any concerns about behavior correction, don't hesitate to talk with us.

School supplies

Every day, your child should come to school with the following in his or her backpack:

- A big folder for sending things like crafts or progress reports home
- A wide-ruled notebook for writing practice & parent-teacher communication
- Water bottle (or sippy cup) & snack (see Snack Time)
- Emergency change of clothes (see Bathroom & accidents)

Snack Time

Each child must bring his or her own snack for snack time. Please be careful not to pack anything with peanuts because of food allergies. If for some reason a child does not have snack with them one day, we will have Goldfish to provide on such an occasion.

Bathroom & accidents

Children must be potty trained in order to attend Bilingüitos preschool. We will frequently check with the kids to see if anyone needs to use the bathroom, as well as time carved out specifically for bathroom breaks. However, we understand that our students are young and that accidents happen. For that reason, we ask that parents send their child with a full change of clothes in a plastic ziploc bag in the case of a bathroom emergency. We will be sure to handle the situation in a way that avoids embarrassment and discomfort for the child, and the parent will always be alerted of the incident.

Injuries, emergencies, and safety

While we hope for the best, we know that the occasional scratch, bruise, or "boo-boo" happens. We always have a first-aid kit on site, and one if not both of our teachers is certified in First-Aid and CPR. In the case of injuries that require more serious medical attention, the parent will be contacted immediately and the appropriate emergency action will be taken. Our school is covered by Nationwide Insurance. For the safety of our students we keep facility doors locked after drop-off and pick-up times.

Field trips

Although none are currently scheduled, there is hope of taking one or more field trips throughout the term. Potential trips would be to Kidz Plaza (located on the back side of our building), Jumping Jacks Sports, the library, or parks. For such events we would need a volunteer parent chaperone. These trips would be discussed and coordinated with parents well in advance.

Birthdays

We love to celebrate our students' birthdays! If you want to celebrate your child's birthday with a goody or a homemade (nuts-free) treat, we are all for it! You can coordinate with the teachers beforehand, and we will make time in our day for a little celebration and of course the "Happy Birthday" song in Spanish.

Progress reports

From time to time your child will be sent home with progress reports, informing you of what we have been learning in class and of your child's personal achievements. We like to keep open communication with parents, so if you ever have any questions or want to discuss your child's progress, please feel free to let us know.

Drop off & pick up

Class time runs from 9:00 to 11:45 a.m. Please try your best to be punctual so your child doesn't miss any important classroom activities! It is extremely important that you arrive on time for pick up. If you are running late to pick up your child, please let a teacher know by phone or text so that we know you are on your way :)

Payment

Tuition payments can be paid as a check (written to Spanish Immersion, LLC), cash, or through PayPal. Tuition is due the first class day of each quarter. Late tuition payments will be subject to a \$10.00 late fee for each day it is late. Please note that at the beginning of each semester (fall & spring) there is a \$40.00 materials fee charged to cover materials that we use for in-class activities (such as crafts and games we build together). Please consult Kaila Rumford or the tuition information sheet for more details on how to make the payments.

Holidays & Breaks

Because our classes meet Thursday & Friday, there will be no Monday holidays that interfere with our class schedule. Throughout the school year we will have three breaks, fall break (Thanksgiving week), winter break (longer break between semesters), and spring break (Easter week). Please consult the dates below:

<u>Fall Break</u>	Nov 23 & 24
<u>Winter Break</u>	Dec 21 - Jan 12
<u>Spring Break</u>	Mar 29 & 30

Weather policy & absences

We generally follow Loudoun County Public School's inclement weather policy, but sometimes when the pending storm is called for in the afternoon, we may choose to override their decision and have our morning class anyway. We will always be in timely communication with the parents in such an event. On the occasion that we do have to cancel due to weather, we will try and make up our class time the following week, but unfortunately there are no guarantees. In the event that your child must miss class for any reason, please let us know.

Sample daily schedule

9:00 - 9:15	Drop-off & free play
9:15 - 9:30	Circle time / morning welcome (songs)
9:30 - 10:00	Morning exercises and games
10:00 - 10:15	Creative play-based learning
10:15 - 10:20	Bathroom break
10:20 - 10:40	Snack time & free play
10:40 - 11:00	Storytime
11:00 - 11:25	Craft / activity
11:25 - 11:30	Bathroom break
11:30 - 11:45	Closing time & pick-up



We are so thrilled to have you join our Bilinguitos family!
Nos vemos en la clase!