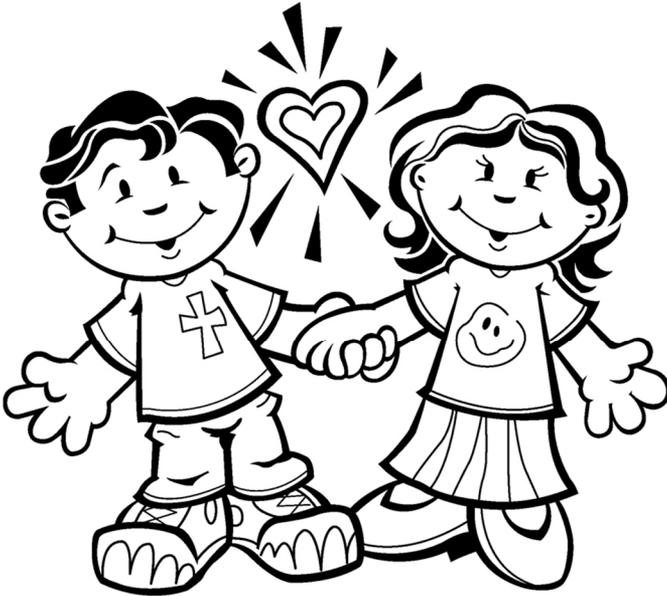


Pre-Kindergarten Handbook 2017 - 2018



**St. Peter's Lutheran School
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Mission Statement

St. Peter's Lutheran School exists to provide a nurturing, Christian, educational environment which assists families in their God-given responsibility of preparing children for an earthly life of Christian witness and eternity with their Lord and Savior.

St. Peter's Lutheran Pre-Kindergarten Parent Handbook

Philosophy and Purpose

It is our purpose to offer a program giving children a variety of experiences in art, music, literature, and social relationships with their peer group in a Christ-centered setting. Within our planned activities a child will have opportunities to understand feelings and needs of others as well as his/her own. Our method of teaching basic skills will further a child's desire to learn and make the concept of learning enjoyable.

The purpose of all Christian Education is to assist parents with the scriptural directives given in Ephesians 6:4 "Bring up your child in the nurture and admonition of the Lord." and again in Proverbs 22:6, "Train up a child in the way that he should go...."

St. Peter's Congregation believes that the Christian Day School is the best agency to aid parents in carrying out these responsibilities. In addition to teaching Bible truths, our school includes thorough training in all the state required secular subjects, all permeated with the love of Jesus Christ.

Aims and Objectives

1. To teach Bible truths according to God's Holy Word.
2. To train for good citizenship.
3. To maintain the highest standards in early childhood education.
4. To help each unique individual student achieve his or her God given potential.

Enrollment

Enrollment is limited to ten students in each three-year-old class. The four-year old class will employ a teacher's aide, should the class exceed 13 students with a limit of 18 total enrollment. Members of St. Peter's Congregation are given first priority to enroll until February 15th. Additional applications are considered and accepted after this scheduled deadline on a first-come first-served basis.

St. Peter's Lutheran School admits students of any race, color, sex, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, sex, national or ethnic origin in the administration of the educational policies, admission policies, scholarship and loan programs, and athletic and other school administered programs. In the event that classroom space must limit enrollment, preference will be given to members of St. Peter's Lutheran Congregation.

Eligible Children

All Children accepted for pre-kindergarten enrollment must:

- Be at 3 years old by September 1st for the 3 year old class
- Be at 4 years old by September 1st for the 4 year old class
- Have toilet independence = NO accidents
- Have skills to dress/undress.
- Be able to follow two-step directions

Required Forms

- Every child must also have a completed Emergency Contact Form on file in the office.
- A State Immunization Form must be on file prior to the first day of class.

Attendance

We urge you to send your child regularly. Regular attendance sets and keeps routine and continuity. Absences also disrupt class plans and add unneeded stress.

Church Attendance

Being a Christian School that is operated and based on Christian principles, church attendance is a vital part of our existence. Worshiping together as the family of Christ is vital to our continued existence. Whether you worship at St. Peters or in your own church, we encourage at least 50% attendance at worship. In light of this expectation, our policy, as adopted by the Board of Christian Education, related to member and non-member tuition is as follows. Member tuition is offered only to member of St. Peters Lutheran Church and any other Lutheran Church – Missouri Synod congregation that sends their children to St. Peters Lutheran School.

Tuition Rates

St. Peter's Church/School member tuition rates will be determined on August 1st of each year, looking back at one year of worship attendance to July 31st. If a family has attended 50% of worship services, member tuition rates will be charged for the upcoming school year. If attendance was less than 50% non-member rates will apply. This will be reviewed each year on August 1st, for the upcoming school year. Attendance will be recorded from church attendance cards.

The monthly payments are due on the first day of each month. We ask that your payments are prompt. Please submit your payment to the school office. This payment covers supplies in addition to most other program costs.

PTL

As each child is enrolled in school the parents become members of the Parent Teachers League (PTL). You are urged to attend these meetings held in September, November, January, March and May. This is an excellent way to get acquainted with your school and teachers.

Parental Donations

Parents may be asked to help with supervision of field trips, stocking the snack pantry, and the donation of items to be used in classroom projects, celebrations, and activities. Parent cooperation is asked in these matters.

Three-Year-Old Class Schedule

Classes meet from 8:00 - 10:00 a.m. Please refer to the school calendar for beginning and ending dates for the current school year.

Four-Year-Old Class Schedule

Class will meet from Noon - 3:15 p.m. Please refer to the school calendar for beginning and ending dates for the current school year.

Drop Off & Pick Up

We ask that you drop off your child no earlier than 10 minutes before the start of the class session and that you pick up your child no later than 10 minutes after class ends. Students not picked up within 10 minutes of class being dismissed will be sent to the Kid Zone Daycare and charged the appropriate fee.

Transportation

Parents will be responsible for transporting their child to and from the pre-kindergarten classes. Always bring your child into the school, picking him/her up in the same place. Be sure that the teacher is notified if anyone other than a parent is to pick up your child.

The Reedsburg Public School District provides bussing for all children attending 4 year old pre-kindergarten. If you choose to use the bussing, all students will be transported at the end of the day through the transfer at Webb Middle School. The Reedsburg School District requires that an adult be present at the pick-up and drop-off for all 4 Pre-Kindergarten students. If you have additional questions, please contact the Reedsburg School District bus garage at 768-8940, or the St. Peter's School office at 524-4066, ext. 1.

School Cancellations

School closings, in the event of dangerous weather conditions or other emergencies, will be announced on Radio Station WRDB (1400). If all Reedsburg District Schools are cancelled, St. Peter's pre-kindergarten classes will also be cancelled. In the event of what is termed by the School District as a "late start" to the school day, our morning pre-kindergarten program will not meet.

Contacting a Teacher

Please do not call a teacher during regular school hours unless it is absolutely necessary. As a general rule, teachers are in their rooms 10 minutes before classes begin and may be called during that time. If your child will be absent from school, please notify your child's teacher by calling the school office. You may leave a message on the office phone or your child's classroom extension. If your child does not arrive to school, you will receive a safety phone call.

Footwear

Pre-K students should always be wearing footwear that is secure to the child's foot (no flip-flops). If clean tennis shoes are worn to school these may be used in the gym. If other shoes are worn, the child will need to change into tennis shoes stored in their backpack. (Velcro please)

Dress

For the sake of maintaining a certain level of dignity in our dress and actions, the following St. Peter's guidelines also apply to children enrolled in the pre-kindergarten program. Any clothing that advertises tobacco, alcohol, displays messages or symbols which promote Satan or Antichristian or immoral ideals (such as in the case of some music groups) shall not be worn to school. Proper and modest shorts and shirts may be worn in warm weather. It is recommended that girls wear leggings or shorts under skirts and sweaters over spaghetti strap tank tops.

Curriculum

The complete curriculum activities of the pre-kindergarten classes are taught in the light of God's love for all His children. Areas covered in the curriculum include:

- Jesus Time
- Reading readiness...nursery rhymes, work with colors, ABC's, left to right progression, role playing, finger plays, show and tell, etc.
- Mathematics...number recognition, counting and ordering, calendar work, shapes, etc.
- Science...health and cleanliness, seasons and weather, animals, food groups, senses, etc.
- Music...songs, use of rhythm band instruments, music appreciation, etc.
- Social Studies...families, friends, homes, cultures, transportation, community helpers, holidays, etc.
- Social concepts...working and playing together, respect for each

other, sharing responsibility, etc.

- Art...painting and drawing
- Free Play...choices, cooperative play, etc.
- Physical Education...large and small motor control

Progress Reports

Each child will receive a progress report in January and again in May. Parents are expected to attend one parent teacher conference a year with their child's teacher. Your child's teacher will contact you regarding when conferences will be held.

Star of the Week

Each child will have the opportunity to be the "Star of the Week" During their week they will be allowed to do special activities. Check the monthly calendar for your child's name!

Three Year Olds - Line Leader, Ring the Chimes, and Bring an item for the Mystery Bag

Four Year Olds - Sit in a special chair during our class meetings, Invite someone special to read a story to our class, and select items for an "all about me" bucket to show classmates.

Show and Tell

Occasionally we will have opportunities for students to bring items from home to school. Please remember that accidents happen and valuables should remain at home. If there is an item that your child wishes to bring and show the class feel free to take a picture of the item and e-mail to your child's teacher. Items will then be displayed on the Smartboard for all to see. Show and tell items must be small enough to fit in your child's backpack.

Discipline

Young children often make choices that can be disruptive, hurtful, or against classroom rules. Many times these choices lead to immediate consequences that children can see or feel, but sometimes they do not. It is my goal to help children understand their choices both those that help them learn and those that have consequences. Each child's choices and reactions can be different so each child's consequences may also be different. Your child's teacher will do their best to:

1. Provide a classroom environment with consistent and modeled expectations.
2. Help children pause to see the cause and effect of choices that are made.
3. Ask children to help me solve the problem that the choice created.
4. Redirect the child to a positive choice. If need I will make a choice for them such as redirecting the child to a new activity away from other students for a set amount of time.
5. Remind the child that they are forgiven and loved.
6. Praise the child for making positive choices.

Snacks

Four-Year-Old PreKindergarten ONLY - Snack time is included in our schedule every day. Your tuition pays for the milk your child receives. Each child takes a turn bringing a nutritious snack (fruits, vegetables, cheese, yogurt) according to a schedule prepared by your child's teacher. Please advise the teacher of any food allergies your child may have.

Three-Year-Old PreKindergarten- Snack will **not** be provided from 8-10 a.m. If your child is attending St. Peter's Kid Zone Daycare before class they may choose to eat cereal for breakfast. If they attend after class they will eat lunch at 11:15. Water will be available throughout class time. We will have occasional treats for birthday snacks and special projects. Please advise the teacher of any food allergies your child may have.

Birthdays, when celebrated in school, should be kept simple.

Cookies, Rice Krispies, Ice Cream Cups, or Ice Cream Sandwiches are acceptable if a sweet treat is desired.

NO cupcakes or cake!

Folders

Your teacher will provide a folder for your child on the first day of class. It is expected that this folder is brought to school each day. Please check your child's folder each night they come home from school. Inside will be - Snack Schedule, Weekly Classroom and School Wide Newsletters, Reminders for Star of the Week, Other Important notes. Please use your child's folder to return any homework, permission slips, or notes for the teacher.

Three and Four Year Old Supply List

- Large book bag or back pack. Must be able to fit a normal size folder and be able to zip.
- All coats, boots etc. marked with his/her name.
- A pair of gym shoes with his/her name in them. Must be Velcro or elastic slip on. (If clean may be worn to school each day) Your child may be asked to look at books or do a puzzle during large motor movement activities if footwear is not appropriate for gym use. We do not allow students to go barefoot or stocking foot for these activities.
- Change of clothes. Please place in a gallon size zip lock bag. These will stay in your child's backpack all year. (shorts or pants, top, underwear, and socks)
- A 4x6 picture of your family to display on our classroom wall.
- Three Year Olds - Glue sticks & Playdough
- Four Year Olds - Napkins or Coffee Filters, *Glue Sticks, *Crayons or *Markers (*community use for Art Center)

Additional items for the classroom may be posted on-line.

Items to have at home.

In Pre-K we use classroom materials. Your child does not need his/her own scissors, crayons, markers for school use. I do however highly suggest that you create a learning center at home if you have not done so already. Your child will have experiences at school that they should be practicing at home (homework?) such as using crayons, scissors, playdough, and other craft supplies to increase their fine motor development. Occasionally your child will be asked to return a coloring page or cut items from magazines at home. They will need the tools to do so.

*We pray that throughout this year in
pre-kindergarten our Lord may bless your child and your
family.*