

Contact *Deidra Drewes* at 403.931.0440 for more information

## Priddis Early Learning Program

*The following is an excerpt from the PELP parent handbook...*

### STATEMENT OF INTENT - I

#### 1) Program Philosophy

For children, the preschool years are a time of wonder, questions, curiosity and extensive social, emotional and physical learning. The philosophy of the Priddis Early Learning Program is:

#### **POSITIVE EXPERIENCES THROUGH PLAY AND GUIDED INSTRUCTION**

In keeping with this philosophy, the program is designed to offer children the freedom to choose from a variety of experiences. Play, art and craft time and circle time provide stimulating and interesting opportunities to expand their knowledge and skills, as well as, build confidence at their own individual pace.

The teacher plans these activities to further the children's learning by encouraging them to use their skill and develop their imagination while providing a happy and stimulating environment.

All children need unconditional love and acceptance in order to develop a sense of personal worth. Viewing your children as worthwhile individuals and encouraging them to choose from and succeed at various activities, helps develop the feeling of confidence and self-acceptance.

It is the Program Policy to provide a quality program for children, rich in variety and opportunity, while always keeping in mind, kids can be kids.

#### 2) Program Objectives

The primary purpose of the Priddis Early Learning Program is to aid in the development of the four year old child socially, emotionally and physically in a happy and fun environment. In so doing, we will prepare the children to enter a Kindergarten setting the following year.

The ensuing section describes the objectives in each developmental area:

- a) Social Development
  - i) Be responsible for own belongings
  - ii) Be cooperative and share with others
  - iii) Be courteous, prompt, friendly and helpful
  - iv) Have a sense of community and feel a part of that community
  - v) Be respectful of others

Working within a group necessitates sharing, waiting one's turn and, in general, politeness and respect. Children learn from each other, co-operating to form new ideas and accomplish tasks.

b) Emotional Development

- i) Adjust and be happy in a group away from home
- ii) Overcome shyness and make new friends
- iii) Control temper and tears
- iv) Feeling of self-worth and satisfaction in what they do
- v) Cope with feelings of anger, jealousy etc.

The child's self-reliance is encouraged through dressing and undressing of outerwear upon arrival and departure from Preschool. Making crafts and general clean up time, etc., promotes individual expression and feelings of self worth.

c) Physical Development

- i) Gross motor skills are learned through games and physical activity time
- ii) Fine motor skills are developed through tracing, the use of scissors, painting and other such activities with materials provided by the Program.
- iii) Desirable hygiene habits such as washing hands before meals, etc. are reinforced.

d) Intellectual Development

- i) Develop communication and listening skills
- ii) Increase awareness of the community and the people around them
- iii) Able to think independently and share ideas with a group
- iv) Develop curiosity, creativity and imagination
- v) Introduction of letters, numbers, shapes, opposites and rhyming
- vi) Gradually prepare for Kindergarten.

In short, all activities are multilevel learning experiences for the children. The Program provides positive opportunities within the program that foster success and fun. The children will have a positive experience through play and guided learning.

## PROGRAM GUIDELINES - II

### 1) Preschool Activities

- a) Free time to lay and share toys, puzzles, blocks, etc.
- b) Story time and songs using actions and music
- c) Crafts, finger painting, colouring and cutting
- d) Physical activity in gymnasium space (Brain Gym) or outdoors
- e) Show and tell discussion groups
- f) Celebrations for Halloween, Christmas and Graduation

## 2) Preschool Year

The Priddis Early Learning Program (PELP) year will run from the 2<sup>nd</sup> week of September to the 2<sup>nd</sup> week of June. Holiday dates will be announced at the beginning of each school year. These dates will coincide as much as possible with the holiday dates of Red Deer Lake School.

## 3) Miscellaneous

- a) Classes will be held Monday, Wednesday, and Friday mornings from 9:00 to 11:30.
- b) Days of the week, start times and duration of the school year is at the discretion of the PELP Board and the teacher. They will be set each year prior to registration for that particular year.
- c) A ratio of 1 teacher to 12 children must be maintained at all times, according to licensing policies. A parent volunteer is required in class each day to maintain the ratio in case of circumstances wherein an adult must accompany a child outside of the classroom, (eg. Bathroom, etc.) or in an emergency.
- d) Any suggestion or comments concerning the Preschool can be addressed to the acting director of the Preschool during that particular school year or to the Preschool teacher. The acting director's and the teacher's contact information will be provided at the beginning of each school year.

PELP director for 2008 school year: Deidra Drewes 403.931.0440

Preschool teacher for 2008 year: Kimberley Popiel 403.246.2655

## VOLUNTEERS - V

The Priddis Early Learning Program is dependent on the parents of the children to make this program work. Parent participation is an integral part of the success of this program.

### 1) VOLUNTEER FUNCTIONS

We require 1 volunteer in the classroom daily. Parents will also be called upon to assist with tasks outside of the classroom including: fundraising events, cleaning and maintenance of Preschool toys and classroom, craft preparation, a local field trip and other duties as determined by the Program Director and Teacher.

### 2) VOLUNTEER CONDUCT

- a) Volunteers will perform the duties and responsibilities as outlined in the Program Policies and Procedures.
- b) Volunteers are asked to arrive 5 minutes before class time and not to leave until the children have all been picked up.

- c) Suggested attire is clothing suitable for messy kid activities, indoor soft-soled shoes with no heels. The Priddis Early Learning Program does not accept responsibility for damaged clothing.
- d) Duties are determined by the teacher and may include helping with set up, clean up and preparation, serving and clean up of snack, assisting the children and supervising bathroom use.
- e) Preschool volunteers must stay in the classroom at all times unless their assigned duties take them out.
- f) If the volunteer is unable to attend a scheduled day, it is his/her responsibility to contact another volunteer to replace or trade days with. It is the volunteer's responsibility to inform the teacher of any change.
- g) When correction of the children is required, the volunteer will bring it to the attention of the teacher. Volunteers are requested not to take disciplinary measures themselves.
- h) Volunteers are to conduct themselves in the classroom in the following manner: accept tasks assigned by the teacher with a smile, always speak in a normal voice, never argue with other adults in the classroom and confine all conversations to the Preschool activity currently being performed.
- i) Volunteers in the classroom, or within hearing distance of the children registered in the Program, are to conduct themselves at all times in keeping with the basic premise that the children are there to learn through fun and play. Parents need to be cheerful and smile, set the children at ease, and do whatever they can to encourage a happy environment for the children.
- j) Volunteers are to familiarize themselves with the Program Policies and Procedures and to consult with the teacher or Program Director when unsure of the proper procedure or policy.

*Upon registration, each parent will be asked to sign the following.*

**I FULLY UNDERSTAND THE FOLLOWING:**

While due care will be taken for the students, the Priddis Early Learning Program accepts no responsibility for any accidents or injury sustained while on preschool property. **CHILDREN MUST BE TOILET TRAINED** to enter any program. This program is run on a teacher/volunteer basis. Parents will be scheduled by rotation to help assist the teacher with class activities and to bring a nutritious snack. You will also be required to assist with clean up of school equipment twice a year as well as assist in the fundraising activities.

There can be no refund of tuition for a child due to vacation, school holidays or illness. \*DURING THE YEAR, ONE MONTH'S WRITTEN NOTICE MUST BE GIVEN TO THE DIRECTOR, PRIOR TO WITHDRAWAL, TO SECURE A REFUND.

I have read and understand the discipline, cleaning and fundraising policy of the school.

PARENT'S

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_