

2019-2020

**PRE-KINDERGARTEN PRESCHOOL
PROGRAM HANDBOOK**

**Chippewa UM Church
2545 Darlington Road
Beaver Falls, PA15010
724-843-4828**

www.chippewaumpreschool.org



Welcome to the
Chippewa UM
Preschool

**IMPORTANT: Please read this
entire booklet and keep it on hand
throughout the year. All important infor-
mation is in this booklet. Please sign and
return the page found at the end of this
booklet.**

Thank You!

Thank you for attending the
Chippewa UM Preschool.

Your child will learn many new things and
experience many
exciting activities.

Here at the Chippewa UM
Preschool, we work very
hard to prepare your child for
Kindergarten.

Examples of this is by learning to
identify their names, putting their coats on
independently, cleaning up after their snack,
learning to express
themselves in appropriate ways as well as
letter recognition & sounds,
helping others and learning how to get along
with others.

You can help us make your child's

Chippewa United Methodist Preschool

The policies and procedures in this booklet have been determined by the the Chippewa United Methodist Church

Phone # for Preschool - 724-843-4828

Leave a voice mail message after hours.

PRESCHOOL INFORMATION:

STAFF:

Director/Teacher: Mrs. Chris Wilson

home # 724-846-9222

Teacher: Mrs. Bev Evans

Teacher: Mrs. Lauren Domitrovich

Teacher: Mrs. Rebecca Hunter

Teacher: Mrs. Mandi Mammone

Teacher: Caroline Bukauskas

Aide: Mrs. Chris Miller

Aide: Cheryl Greiner

Aide : Mrs. Anna Whalen

Aide: Mrs. Angel Evans

2019-2020

Preschool Calendar

September 3	Toddler 1st Day
September 4	Pre-K 1st Day
October 14	No School
October 30 & 31	Fall Festival Parties
November 11	No School - Veteran's Day
November 27, 28, 29 & December 2	No School - Thanksgiving Break
December 19 & 20	Christmas Workshops
Dec 23 thru January 1	No School - Christmas Vacation
January 20	No School
February 17	No School
April 6 & 7	Easter Parties
April 8, 9, 10, & 13	No School - Easter Break
May 8	No School
May 19	Toddler Last Day
May 20	Pre-K Celebration

SCHOOL CANCELLATIONS: Snow cancellations will be announced on television and if announced early, an email update will be sent out.

*****IMPORTANT***** - Watch for Blackhawk School District cancellations not Chippewa UM Preschool. If Blackhawk cancels, we will be canceled. If Blackhawk has a 2 hour delay morning Preschool classes will be cancelled. So PLEASE watch the AM news if the weather seems bad.

ILLNESSES: If your child has a fever, please do not send them to school until 24 hours after fever is gone. If your child is ill and will miss a day, you do not have to call the preschool. Whatever your child misses will be sent home the day they return to school. If your child has a contagious illness, such as chicken-pox, please call and notify the director so a warning note can be sent home to other parents. If your child misses school for an extended period of time, please let the staff know.

EMAIL:

The email address for the preschool is

cwilson@chippewaumc.org.

This is a great way to ask questions or communicate with the staff. The email is checked each morning before classes begin. Also calendar, newsletters and pictures are available on the church web page under the preschool link. If you would rather go paperless and would like us to email your

PARENT RESPONSIBILITIES:

TUITION:

5 Day Pre-K Tuition—\$990 for nine months

3 Day Pre-K Tuition—\$765.00 for nine months

Toddler Tuition—\$630.00 for nine months

Tuition is due at Orientation. Payment arrangements must be set up at Orientation. Payments must be made on the 20th of the month and if a payment is not received by the 31st, your child will not be allowed to attend class until payment is made.

FEES: Bounced checks - \$20. fee

Late fee - \$1. per day late, \$5. for every week late

These fees will be enforced. After 2nd bounced check, all remaining payments must be made in cash only.

EARLY WITHDRAWALS - Your child is enrolled in the Pre-School for 9 months. If you withdraw your child before that time without due cause you will be charged 1/2 of the remaining balance of total tuition.

ARRIVAL TIMES:

Arrival to class should be no more than 5 minutes before class begins. The classroom doors will not be opened until the times listed below:

Pre-K 5 DAY AM - 8:45 AM

Pre-K 5 DAY PM - 12:15 PM

Pre-K AM - 8:55 AM

Pre-K PM—12:25 PM

DISMISSAL TIMES:

Students will be dismissed after parents sign child out on the clipboard. If you will be more than 10 minutes late and the staff may charge you a \$5 late fee. Please be prompt in picking up your child.

UNITS OF STUDY:

Toddler Classes - Colors, shapes, numbers, social development are the primary emphasis in the Toddler class.

Pre-Kindergarten Classes - All of the above and alphabet letters: recognition of upper and lower case and sounds; and printing names in the proper way. Fine motor skills including using scissors.

All Classes - Safety, health, manners, seasons, along with many other seasonal activities.

SNACKS: The Preschool encourages healthy snacks. Ideas: apples, carrots, bananas, Jell-O, crackers & cheese, pretzels, ice cream, etc. No cupcakes please unless they are mini cupcakes! We have a refrigerator in the room and access to a freezer. Snack items should all be the same. PLEASE send in the # listed on your students snack calendar, we need extras in case of accidental drops or spills. We will provide cups, **water** and napkins. The students enjoy the water we provide for them and it does not hurt any-

SPECIAL DAYS:

SHOW & TELL: - Marked on the calendar, usually Monday's for Pre-K and Tuesday's for Toddler. ONE ITEM PLEASE! and it must fit in the book bag. Note special item days.

GYM DAY: - Marked on the calendar. Will be held in downstairs fellowship hall if available. Tennis shoes a must. No dresses, please!

SPECIAL VISITORS: - Visitors will come the Preschool to talk about special jobs and bring info for the children. If you work somewhere special or have a special talent that you would like to share with the classes, please see a teacher.

SPEECH TESTING: - Will be done by the Beaver Valley Intermediate Unit. Speech classes available based on need.

PHOTOS: - Professional photos will be taken in late September or early October.

PRESCHOOL PURPOSE: For the children to learn to interact socially and to learn readiness skills necessary for Kindergarten.

PRE-K CELEBRATION - Will be held at the Community Life Center on May 20 as noted on the School Calendar for all Pre-K Classes. Families are invited. **NOTE:** This is not called “Graduation” because some of our students will not be ready to continue onto Kindergarten at this time. We do not want to exclude these students from our Celebration.

DRESS CODE: Please have your child wear comfortable clothes. Please no face paint or makeup. No swimsuits, swim trunks or costume/dress up clothes. Shoes should be comfortable, no high heels please. Gym day please have your child wear tennis shoes.

PROGRESS REPORTS: Progress reports will be done in January & May. However, we will notify you if there are any problems prior to the progress reports.

WEEKLY READER - Mini newspapers for the students. **Let’s Find Out** for Pre-K students and **My Big World** for Toddler students.

MONTHLY NEWSLETTERS along with monthly calendars will be distributed to parents.

END-OF-THE-YEAR FIELD TRIP FOR PRE-K CLASSES

Held in May. Pre-K students visit Pittsburgh Zoo via school bus. All students must be accompanied on this Field Trip by only one parent. This is a great day to spend with your child and the bus ride is a great way for them to become familiar with a bus ride before kindergarten. Date announced in late February, or early March. There is an additional cost for this trip. Amount is based on number of students attending and number of buses needed.

MONTHLY BOOK ORDERS —The Preschool places an order once a month for books at discounted prices. This is optional but it does help the pre-school get free books and classroom items.

LIBRARY—Pre-K classes will enjoy checking books out from the Preschool Library cart. Wednesday is Library Day. Students are encouraged to independently remember their library books each Wednesday with a special book mark. The student will get a sticker each time they return their library book. After receiving five stickers the student will be able to pick a prize out of the treasure chest. Please let your child forget their book once to reinforce this lesson. It is better to learn now before they are older and the consequences are more severe.