

KinderArt Preschool

Inspiring Confident Enthusiastic Learners



2018-2019 Handbook

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KinderArt Preschool and Daycare

Inspiring Confident Enthusiastic Learners!

Philosophy Statement

At KinderArt we begin with play. We know that children are playful active learners, developing at different rates. We also believe that children learn best when they can develop positive nurturing relationships with adults and other children.

Our curriculum is based upon current research about child development and how children learn best. We believe that children develop cognitively through interaction with and adaptation to the environment and that development is a continual process (Piaget). We further believe in Vygotsky's "zone of proximal development", which is the difference between what a child can accomplish independently and what the child can accomplish with help. Based on this theory, interactions between a teacher and child can help that child scaffold learning, developing new concepts and thinking their way to higher-level concepts. Throughout our curriculum, children are deeply engaged, active, playful learners, who are building the confidence and competence they will rely on in the future.

At KinderArt, children enjoy a hands-on approach to learning, while laying the foundation for reading, writing, language, science and math skills in everything they do. Supporting Gardner's theory of multiple intelligences, our program incorporates an integrated curriculum, promoting learning as children enjoy music, art, dramatic play, dance, special projects, learning centers, computer activities, field trips, outdoor play and adventure. We engage children's natural curiosity in all aspects of learning, which guides our development of a stimulating curriculum. As children are excited by their discoveries and developing competence, they build the foundation and enthusiasm for future academic success.

As a licensed preschool, all of KinderArt's teachers and assistant teachers are certified in Early Childhood Education and are trained in Rhode Island Early Learning and Development Standards. These standards set the bar for curriculum in the areas of Physical Health and Motor Development, Social and Emotional Development, Language Development, Literacy, Cognitive Development, Mathematics, Science, Social Studies, and Creative Arts.

The RIELDS document is based on the rationale that:

"From birth, children are curious and motivated to learn. As they grow and learn, their brains change dramatically, especially during the first three years of life. These changes are influenced by genetics and environmental experiences (including relationships and physical conditions) as children develop in realms of thinking, speaking, behaving, and reasoning. (Kupcha-Szrom, 2011; Center on the Developing Child, 2012) By interacting with their world, young children make discoveries, figure out how things work, try out new behaviors, learn social rules, and solve problems. High-quality early learning and relationships enhance their

development in every way: social, cognitive, linguistic, artistic, and physical. When they actively explore environments and materials, children build concept knowledge and thinking skills. When they are able to develop nurturing and supportive relationships with caregivers (their parent or other primary caregiver, adult family members, and other familiar adults), childcare providers, and teachers, they are also laying a solid foundation for learning. (National Scientific Council on the Developing Child, 2004) Early development across all domains secures this foundation for a child's later success in school and in life. (Maine Department of Education, 2005)

Early learning standards articulate shared expectations for what young children should know and be able to do. Further, they provide a common language for measuring progress toward achieving specific learning goals. (Kendall, 2003; Kagan & Scott-Little, 2004) *Charting a Course for Success in the Ocean State: Rhode Island's Early Learning and Development Standards* (hereafter, *The Standards*) outlines early learning expectations at key benchmarks, from birth to 60 months of age.

While presented in a stand-alone document, these standards should not be considered in isolation. They comprise one key element of the state's early learning system and have been strategically designed to work in conjunction with other parts of the system — assessment, curriculum, professional development, program standards, and workforce competencies. The Standards are designed to promote high-quality care and education for the state's youngest children, including those at risk for entering kindergarten without adequate foundations for success. In this way, the document serves as a valuable resource to the entire early care and education community."

Preschool at KinderArt

KinderArt's preschool sessions are open to children ages 3 to 5. Classes are offered weekdays from 8:30 a.m. until 3:00 p.m. from September through early June. State regulations require that to be eligible for preschool enrollment, a child must be 3 years of age on or before September 1, 2018. Until September 30, 2018 exceptions may be made at the discretion of the administration providing the child meets defined criteria and space allows. Decisions will be made in conjunction with the family and the classroom educators.

An integral component of our program is extra-curricular activities in the past such activities consisted of art classes through The Newport Art Museum, Karate with Newport Martial Arts, gymnastics classes through the YMCA, and much more. All groups receive a hands-on teaching approach. Additionally, children enjoy a variety of other activities, learning centers, field trips, music, art, dramatic and free play, and walks (weather permitting).

Among the extras offered at KinderArt during the school year are field trips. In the past, we have enjoyed visits to a variety of locations including the Schartner Farms and Simmons Farm for hayrides; Apple picking; Theatrical presentations; the Norman Bird

Sanctuary; Potter's League; Island Garden Shop; Stop & Shop; and others. We also enjoy in-house experiences such as visits from POW! Science, the Middletown Fire Department, Casey Farm's chick program and even SKYPE session with Mystic Aquarium! Fees connected with field trips are not included in tuition and are collected according to attendance.

Snack time and lunchtime are a time for socializing during the KinderArt day. Children are encouraged to bring a nutritious lunch and 2 nutritious snacks every day. In an effort to encourage healthy eating habits, we do not allow soda, candy or gum for snacks or at lunch. Children will have a morning snack time, lunch, and afternoon snack time every day.

After-School Care

For students who may also need afternoon care, KinderArt offers a daily After-School Care service beginning at 3:00 p.m. Parents must sign up for this service in the office at least 24 hours in advance. The daily fee for the After-School Care service is \$15.00 and is not included in the regular preschool tuition.

After-School Care service is offered Monday-Friday until 5:30 p.m. throughout the school year. Children attending the After-School Care service may be picked up any time during the afternoon.

About the Administrative Team

Nicole Elliott (Director) has been a part of KinderArt since 2015. Nicole's involvement began when she enrolled her son in the infant program and personally witnessed the impact it had on his growth and development. She received in BA from Assumption College majoring in Psychology with a concentration in Education. Nicole has years of experience working with young children of all various needs and developmental levels.

Nicole is the mother of two young children, Evan who is 5 and a KinderArt alumna, and Amalia who is 3 and currently attends.

Stephanie Grant (Education Coordinator) Stephanie has been teaching preschool for 16 years and came to KinderArt in 2008. She graduated from Rhode Island College with a double major in Elementary Education and Psychology and has earned Rhode Island Certification in Early Childhood Education.

Stephanie is the mother of two children, Kaitlyn, who is 13, and Ryan who is 9 both children are KinderArt alumna. Thanks to their time at KinderArt, they have acquired a thirst for learning

Nut Free Zone

KinderArt is a nut free school. This means that at no time should a parent send any foods containing peanuts or tree nuts into school. Any items with peanuts or tree nuts in the list of ingredients, any item that may contain traces of peanuts or tree nuts or is manufactured in a facility that also manufactures peanut or tree nut products, is considered to contain peanuts or tree nuts.

This policy is in place for the safety of our students who suffer from peanut and tree nut allergies. In many cases, this allergy may be life-threatening. It is one of the few allergies not set off by ingestion alone. If a child suffering from peanut and tree nut allergies is exposed to the oil from the nuts, it can be enough to set off a reaction as mild as a rash or as severe as anaphylactic shock.

There may be other food allergies in your child's classroom. These allergies will only need to be addressed should you decide to provide baked goods to your child's class either as a snack or to celebrate a birthday. Please be sure to check with your child's teacher to be sure there are no other restrictions in the classroom.

If you have any questions, you may speak with any member of the staff at any time. When in doubt, please err on the side of caution.

Illness

When children are ill, we ask that you keep them home from school. A child will be considered ill if showing any sign of fever, vomiting or diarrhea. If a child develops these symptoms while at school the parents will be called to pick up the child at that time. Students experiencing vomiting, fever or diarrhea must remain at home until they are symptom free for 24 hours without medication (Tylenol, Imodium AD, etc.). In addition, students must remain at home during the first 24 hours after starting an antibiotic. It is essential that all parents strictly follow these guidelines to help ensure good health among all of our children and staff.

KinderArt will administer over the counter or prescription medication only with written parental approval and a doctor's written instructions for prescription medication. The parent must sign a written permission slip and the medication must be in its original container with the child's name clearly on the front label.

In case of a medical emergency, KinderArt will call 9-1-1 first and then contact parents. If an ambulance is required, KinderArt staff will ride to the hospital with the child and parents will be expected to meet the child there.

KinderArt follows all Rhode Island Department of Health regulations regarding immunizations. Therefore, every child needs to have had required immunizations based on their age, and a record of this needs to be kept on file.

Policy for Release of Children

KinderArt policy is to release a child to a parent. However, space is provided on your child's registration form for names of others authorized by you to pick up your child. If your child needs to be picked up by someone on your list, you must notify KinderArt in writing. If you need to add someone to your list, you must do that in person in the office. Notes, emails, telephone calls or faxes are not acceptable. Please make sure the person who is picking up your child knows that he or she must present picture identification

Procedure for Reporting of Abuse and Neglect

Child abuse and neglect reporting laws in Rhode Island require anyone who suspects abuse and/or neglect to report their suspicions to DCYF.

Substance Abuse Policy

KinderArt is prohibited by law from releasing a child to any parent or guardian, or to anyone substituting for a parent or guardian who appears to be under the influence of drugs or alcohol. If you are going to have an alcoholic drink before picking up your child, we must call a taxi for you. If you refuse to take the taxi, we are required by law to notify the police.

This policy is strictly adhered to.

Separated or Divorced Parents

Parents are responsible for providing and maintaining proper records regarding current custody, visitation, restraining orders or any other documentation that KinderArt needs pertaining to KinderArt students. Parents must keep these records up to date.

Babysitting

KinderArt staff is not allowed to care for students outside the classroom. Please do not ask them to babysit or care for your child(ren) after hours.

Family Involvement

At KinderArt, we believe that families are children's first teachers. We acknowledge the importance and the impact of having families involved in their child's education both at home and in the classroom. Family involvement has a much deeper impact the earlier it

starts. Because of this, we offer many opportunities for families to become involved at KinderArt.

Throughout the year, there will be family projects sent home and invitations to attend events in your child's classroom. Each classroom sends out a monthly newsletter with updates on the happenings of the month. There are calendars available to help give you a glimpse into your child's day. Daily "love notes" will go home to help keep you informed of how your child's day went including napping, eating and activities. We invite you to come into the classroom and share family heritage and traditions with your child's class.

We welcome an open dialog between families and teachers regarding the progress and development of their child. Assessment is ongoing at KinderArt. Children are observed and assessed by the teachers who know them best. We are always raising the bar for children, helping them reach new heights and celebrate their individual growth. Through Teaching Strategies Gold, an online assessment tool, along with the RIELDS (Rhode Island Early Learning Development Standards), children are assessed on Social/Emotional, Physical, Cognitive, Literacy, Mathematics, Science, Social Studies, Language Development and The Arts. With TS Gold, we have the ability to track your child's progress from infancy through preschool. Parent/Teacher conferences are scheduled in January and May to discuss one-on-one, your child's individual progress. You may, however, request a meeting at any time throughout the year. Teachers are always willing to sit down and discuss your child's development.

We have a Parent Advisory Board which meets at least 4 times per year. The Board is open to all parents who wish to participate. In the past, The Board has been responsible for planning fundraising activities and special events, choosing where funds are spent, and giving feedback about our facilities and programs from the parent point of view. The Board gives an opportunity to voice your opinion and help to better our school. We value your input and invite you to join.

Lost and Found

To help insure your child's belongings do not become lost please label all personal items. This will help staff return your child's things to their cubby. We make every effort to keep cubbies neat and organized and to send your child home with their things, but we are not responsible for lost or damaged items. If you lost an item please check with your child's classroom teacher or administration.

Seat Belt/ Safety Seat Procedure

KinderArt students will go on field trips. They ride in cars driven by staff and parents. State law requires that all children ages 3, 4 or 5 years old be restrained in child safety or booster seats. When leaving your child's safety seat for a trip, please be sure it is clearly labeled.

Parents' Responsibilities

- Parents are responsible for knowing and adhering to all policies and procedures established in this handbook.
- Parents are responsible for keeping up to date on all pertinent information posted or sent home in the form of newsletters, notes or any other reminders.
- Parents must supply KinderArt with a complete set of records for each of their enrolled children. These records consist of a registration form, emergency sheet, copy of birth certificate and an up to date physical form with immunizations signed by the child's physician. State law requires that these records be complete and on file before the child's first day of school.
- Parents are responsible for bringing in 2 healthy snacks for their child daily.
- Parents are responsible for supplying a ready-to-eat nutritious lunch.
- Parents are responsible to provide a fitted sheet and blanket for their child to use during rest time daily.
- Parents are expected to respect opening and closing times.
- Parents are expected to provide changes of clothing as well as appropriate seasonal clothing: e.g. snow pants, hat, mittens, and boots in the winter; and swimsuit, towel and sunscreen in the warmer months.
- Parents must notify KinderArt in writing if someone other than themselves will be picking up their child after school on any given day. Whoever picks up a child for a parent will be required to show proper photo identification, and must be at least 18 years of age.
- Parents are asked to mail birthday or any other invitations directly to the homes of the classmates being invited. Sometimes not all classmates are invited, and hurt feelings may result.
- In striving to consistently improve our program, parents are invited to join our parent advisory board and complete an evaluation of KinderArt each year.

Scheduling

The KinderArt school year for 2018-2019 will run from September till June. A calendar with specific dates will be provided to you.

Parents may choose to enroll their children in preschool with or without extended care. Parents must adhere to the enrollment schedule they set for their child.

An unscheduled preschool day may not be substituted for a scheduled day during the week. Parents may add a day, if space is available. The fee for adding a day is \$45.00 for preschool and \$60.00 for preschool plus extended care, to be billed on the next billing cycle.

Enrollment registration for school year 2018-2019 begins on March 26, 2018. Children currently attending KinderArt preschool receive priority for enrollment registration for the next school year.

Early registration is strongly recommended and encouraged, as classes and available days fill up quickly.

School Closings

KinderArt observes the following holidays and will be closed on: Columbus Day, Veterans Day, Thanksgiving Day, Christmas, New Year's Day, Martin Luther King Jr. Day, Presidents Day, Fourth of July, and Memorial Day.

In addition to these national holidays, KinderArt will also be closed for vacation weeks as listed on our school calendar. However, Vacation camp is available to all KinderArt students during breaks! Vacation camp is an additional fee, which can be paid at the time of camp.

During inclement weather, please tune in to cancellations on NBC News Channel 10 to learn if KinderArt has closed school, we will also post the information on our Facebook page. Sessions missed because of snowstorms, hurricanes or any type of bad weather may not be made up or deducted from a tuition payment.

Registration

In order to enroll your child, please complete the enclosed paperwork and return it to KinderArt with a non-refundable \$75 registration fee and a copy of your child's birth certificate and most current immunization record.

Please note: Sick days, school or family vacations, religious holidays, school closings because of inclement weather, or any other absence are not deductible from the monthly tuition payment.

Registration packets must be complete and are accepted on a first come, first served basis.

Hours

Children registered for KinderArt's preschool sessions may be dropped off no earlier than 8:30 a.m. and picked up no later than 3:00 p.m. (unless scheduled for early or After School Care service).

Promptness in dropping off and picking up your child is necessary and appreciated.

Tuition

Tuition installments for the Full Day Preschool Program (8:30 - 3:00) are made in 10 monthly payments are as follows;

Days	Monthly
Per week	Tuition Installment
T, Th	\$336.00
M, W, F	\$504.00
M-F	\$841.00

Monthly tuition installments for the Full-Day Program plus Extended Care are made in 10 monthly payments are as follows:

Days	Monthly
Per week	Tuition Installment
T, Th	\$422.00
M, W, F	\$633.00
M - F	\$1,055.00

Should you need to add a day for the preschool program during a week, the additional charge is \$45.00 for a school day and \$60.00 for a full day.

KinderArt offers a 10% discount to active military and a 10% sibling discount. Sibling discount is placed on the lower tuition. Only one discount may be applied to an account at one time.

Early morning care is available starting at 7:30 am at a cost of \$7.00 per day and must be arranged with at least 24 hours' notice.

Monthly tuition installments are due by the 1st of the month.

Please note: Sick days, school or family vacations, religious holidays, school closings because of inclement weather, or any other absence are not deductible from the monthly tuition payment.

For families who receive child care subsidy, KinderArt is a certified DHS child-care provider. For more information, contact your local DHS field office or call KinderArt at 847-0685.

A fee will be charged for each returned check. For those registered for full day only, pick up after 3:00 p.m. will result in a charge of \$15.00 per day. Pick up after 5:30 p.m. will incur a charge of \$2.50 per minute.

KindeArt requires a 2 week written notice should you choose to disenroll your child from our program. You will be responsible for 2 weeks of tuition should you give any notice less than 2 weeks.

All fees are subject to change at any time.