

Concord Public Schools Integrated Preschool Program



2018-2019

A Teacher's Pledge
Allan A. Glathorn ~modified

I will see each child...
and let him see the person that I am.

I will listen to each child...
for I may be the only one who hears him cry.

I will know each child...
but not intrude upon his private self.

I will accept each child...
and help him become the person he would be.

I will respect each child...
as I respect the spirit in every person.

I will value each child...
so that he can have the strength to evaluate himself.

I will give him the skills...
so he can make his way without my help.

I will help him find the truth...
so he might know the mind of mankind.

I will show him beauty...
so that he might see the miracles of nature.

I will teach each child...
and learn from everyone I teach.

Dear Parents,

Welcome to the Concord Public Schools Integrated Preschool Program! It is our pleasure to provide quality preschool programming to the Concord Community and to be a part of our district's youngest students' first school experience. A big "thank you" goes out to all of our current and former families, Concord Public Schools staff and Administration, and the community for all of your support and enthusiasm as we continue to grow and evolve.

A bit of our history... The Preschool began in 2001 and is an extension of the Concord Public School System. We serve three and four year old children in an integrated, language-based typical preschool setting. An integrated preschool is designed to meet the needs of all children through a variety of proven teaching techniques, methods, and strategies in order to target children's specific learning styles, needs, and challenges. An integrated preschool classroom is comprised of children who are typically developing and children who are in need of specialized services as part of their Individual Educational Plans.

Our support staff provides specialized early childhood expertise and are a daily part of our classroom programming throughout the week. These people include a speech-language pathologist, an occupational therapist, a physical therapist, and a school psychologist. These staff members not only provide direct services for those children on IEPs, they enrich the preschool program for all children through consultation and classroom group activities.

Our curriculum is highly engaging and creative since we believe that learning should be fun! Children are active participants in our program. The teachers are masters at creating materials and activities that follow along with a theme. They provide rich experiences that are based on best practices and research-based instruction.

On behalf of the Preschool TEAM and the Concord Public Schools administration, we look forward to an exciting and fun-filled year. We are honored that you have placed your trust in us to provide your child with an exceptional first school experience. We are sure that it will be an exciting year for all!

The Preschool TEAM

Carla Abbott, M.Ed., Special Education Teacher

Ann Bailey, M.S., CCC-SLP, Speech-Language Pathologist

Donna Balmuth, M.A., OTR/L, Occupational Therapist, SIPT

Christine Brown, M.Ed., Special Education Teacher

Jennifer DeFrancesco, M.Ed., Early Childhood Specialist/Special Education Teacher

Lindsey Donahue, M.S., CCC-SLP, Speech-Language Pathologist

Polly King, RN, Preschool Nurse

Nancy McGregor, M.Ed., Special Education Teacher

Janet O'Shea, M.A., School Psychologist & Preschool TEAM Chairperson

Kristin Terrell, RPT, Physical Therapist

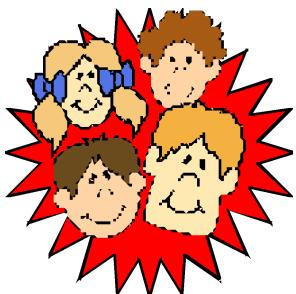
Concord Public School Administrators

Dr. Laurie Hunter, Superintendent of Schools

Jared Stanton, Director of Finances and Operations

Kristen Herbert, Director of Teaching and Learning

Jessica Murphy, Director of Special Education



General Information

Class Sessions

Half Day Classes



***A.M. Session**
9:00 A.M. - 11:30 A.M.

***P.M. Session**
12:30 P.M. - 3:00 P.M.

Full Day Classes

9:00 A.M. - 2:30 P.M.

Each session operates four days: Mondays, Tuesdays, Wednesdays, and Thursdays (No Fridays)

**Classrooms may be single-aged or multi-aged depending on the needs of the current school year.

**The preschool follows the vacations, holidays, snow days, and professional development days of the Concord Public School calendar with the exception of the first few days in August/September, which are designated for pre-enrollment visits/scheduled orientations.

Location

We are located just outside Concord Center in the
Ripley Building
120 Merriam Road Concord, MA 01742



Phone Numbers



To reach the preschool classroom:

978-202-1173 (Carla Abbott's Classroom)
978-202-1141 (Christine Brown's Classroom)
978-202-1148 (Jennifer DeFrancesco's Classroom)
978-202-1184 (Nancy McGregor's Classroom)

These numbers actually ring in the classroom and we will answer if we are available to pick up the phone. These numbers also allow you to leave voice mail for each of us. It is suggested that you program your child's classroom number into your cell phone for easy access.

If there is an emergency and we are not answering in the classroom or you need to reach someone immediately, please call the following number(s) as they will be able to deliver an immediate message.

978-202-1105 Ellen Schoellkopf (Special Education Administrative Assistant)
978-202-1106 Mary O'Callaghan (Special Education Administrative Assistant)

Entrance Requirements

Children must be between the ages of three and four years old. A child must be at least three years old, but cannot turn five years old prior to September 1st. Only Concord residents and children of employees of Concord Public Schools/Concord-Carlisle Regional Public Schools may apply. Siblings of current students in our program have placement priority on a space available basis.



Classrooms have at least one teacher and two classroom assistants. Half the children are typically developing and are selected through a lottery process. The other half of the children, are in need of specialized services and are on Individualized Educational Plans (IEPs).

Children on IEPs are identified and placed in the program by the Concord Public Schools Special Education TEAM. Children, who have been in the program as three year olds have priority to return to the program the following year.

Arrival and Dismissal



- ⑤ Parents of children not on IEPs are responsible for transporting their child to and from school. Transportation eligibility for children on IEPs will be discussed at your child's TEAM meeting.
- ⑤ Prompt arrival and pick up are expected, just like at the elementary schools. Excessive tardiness or being late for pickups will be addressed by the administrators.

*YOUR CHILD WILL NOT BE DISMISSED TO ANYONE OTHER THAN A KNOWN PARENT/CAREGIVER WITHOUT PRIOR WRITTEN PERMISSION!!!

- If you need to have an unfamiliar person pick-up your child, we must have a written note from you. Without a note and your permission, we cannot dismiss your child. ** If your child is not able to be dismissed to a parent, or other person for legal reasons, please make us aware of this situation. Appropriate legal paperwork will be required.
- ⑤ Unfamiliar people arriving to pick up your child will need photo identification as proof of identity. Please alert people picking up your child of this so that they have the appropriate identification with them. If identification cannot be provided, your child will not be allowed to leave with that person.
 - ⑤ If your child is being transported by the van or attends Concord Children's Center/Ripley Program for child care, please be assured that your child will be escorted to and from the van/CCC by one of the teachers.
 - ⑤ If you need to pick-up your child early, please do not hesitate to do so.

Drop-Off Procedure/Arrival

In the beginning of the school day, parents will line up in the front circle, one after another, beginning at the Ripley covered walkway. Please remain in your car with your child until teachers arrive outdoors and are ready to begin assisting with unloading children.

Teachers will unload up to 3 cars in the beginning of the line at a time. Remaining parents/children need to stay in their cars until they move up to the front of the line. At that time, a preschool staff member will open your car door and unbuckle your child. *Please have your child's car seat installed on the passenger side for safety reasons as this unloads at our sidewalk. Once your child has been unloaded, cars should move together and drive around the circle/grassy area back towards Miriam Road. Please do not cut around the car in front of you if they have not begun to move yet. Then the whole line moves forward and the next 3 cars can unload. The process repeats until all children have been unloaded.

- Should you need to briefly speak with your child's teacher for any reason at drop-off time, please park and walk your child to the pick up area. This is not the time for long discussions.
- Children are expected to be dressed and ready to get out of the car (i.e. coats, shoes, etc. on). If not, please park, dress your child, and then walk your child over to the teachers.
- Weather permitting, children might play on the playground under teacher supervision during arrivals or teachers might bring children into the classrooms in small groups until arrival is complete.
- Parents need to be in line and ready to unload children by 8:55 AM (AM Classes & Full Day) & 12:25 PM (PM Classes). It is extremely important that all children are in their classrooms by as soon as possible to begin our day!
- If you should arrive as teachers are escorting the children to the classrooms or after all teachers have brought children in, you will need to park and bring your child into school on your own. This is highly discouraged and will be treated as a "tardy". On-going tardies will require a meeting to discuss the issue.

Pick-Up/Dismissal

At the end of the school day, please park anywhere around the circle, in the parking spaces, or in the large side parking lot to the right of the building. You may exit your car at any time and meet us at the fences at the covered walkway. We will either be dismissing children at the walkway or from the playground.

Upon dismissal, you will walk your child back to your car and leave when you are ready (you do not have to wait for other families to leave). PLEASE just be careful when pulling out of your parking space, as the front circle will be congested and there will be children out and about.

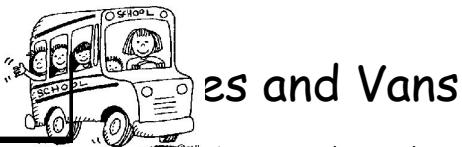
- Teachers will begin to bring children out at 11:30 AM (AM Classes), 2:30 PM (Full Day Classes), & 3:00 PM (PM Classes).
- All parents should be parked and ready for dismissal at the time stated above. Teachers will not wait outside for a parent who is late. If you arrive late and do not see your child's teacher(s), you will need to go to your child's classroom to get your child. On-going late pickups will require a meeting to discuss the issue.

In the winter or on rainy days...

- Please have your child wear street shoes coming to school. If it is a play in the snow day, please pack your child's boots in their bags. We want to eliminate the significant time it will take to help children take boots off/put shoes on so that we can begin instruction promptly at the beginning of their class time.

Parking at Ripley

Since there are several early childhood programs housed in the Ripley Building, the busiest times for parking will be the morning arrival time and afternoon dismissal. You may park in the front of the building in designated parking spots or in the side parking lot.



There are busses and vans that drop off and pick up students at Ripley.

PLEASE remember that you may not drive around transportation vehicles when they have their flashing lights on. Please wait patiently while they load or unload their students to ensure everyone's safety!

Absences



School policy requires that you notify your child's teacher and the school nurse by email, phone, or voicemail if your child will be absent for the day. A brief reason for the absence is required.

School Delays, Cancellations, and Early Release

In the event of a school delay due to inclement weather or otherwise:

1 hour delay = A.M. sessions/Full Day class starts at 10:00 A.M.

90 minute or 2 hour delay = A.M. sessions are cancelled for the day

Full-Day classes begin 90 min./2 hrs. later.



** If kindergarten classes for Concord are cancelled for the day, ALL Half-Day sessions and Full-Day sessions are cancelled as well. If the schools have early release due to increasingly hazardous weather, the P.M. sessions are cancelled and the Full-Day programs will be dismissed at the announced Concord time. There may also be a time where the P.M. sessions only, may be cancelled in severe weather. We will try and call you personally if this should happen. As always, please use your own judgment in deciding if you send your child to school or not.



Separation Anxieties



Separation anxieties in the beginning of the school year are normal for both child and parent!

**Please be assured that if your child seems upset or cries, that the staff will handle it with warmth, TLC, understanding, and experience.

Separation from a loved one becomes easier with the following suggestions:

- 1.) Take advantage of pre-enrollment visits and orientations that are designed to help you and your child become familiar with the school, classroom, and teachers.
- 2.) Talk about school with your child and let them know how happy you are about the wonderful experiences they will have in preschool.
- 3.) When you do leave, we suggest a kiss and a hug, along with the reassurance of your prompt return at dismissal time.
Prolonged good-byes can bring tears and make the separation even more difficult.
 - 4.) You are welcome to give your child a picture of you or your family to hold, put in their pocket, or in their backpack/lunch box. Sometimes just seeing this picture can be reassuring.
 - 5.) Some children might need to bring a transitional toy or object and that is o.k.
 - 6.) Try not to linger in the hallways or outdoors where your child might be able to see you.
- 7.) Please not leave without making sure you say good-bye. Sometimes children become very upset if they suddenly turn around and a parent is not where they expect them to be.
- 8.) If you are upset and also experiencing separation anxieties, try not to let your child see you upset or crying. This is very confusing to them. ("If mom/dad is so excited to see me come here, why is she/he crying?")
- 9.) Please be on time to pick-up your child at dismissal to reduce anxiety and concern that you are not coming to get them.
- 10.) If separation continues to be problematic or stressful, we will work together to create a solution. As always, we have your child's best interests in mind.



Clothing & Footwear



- Children should wear comfortable clothing that will allow them to participate in all preschool activities. This includes solid footwear (rubber soled shoes are a must, flip-flops or shoes without back straps are **NOT** allowed) and outerwear suitable for the season and weather. Please bring shoes (no slippers) to change into if your child must wear boots to school during the winter months.
- Gym clothes are a **MUST** on gym days. Your teacher will let you know your child's gym day.
- We try to keep clothing covered during painting or other gooey activities, however, it almost seems inevitable that paint finds clothing!!
- We ask that you send in your child with an extra set of clothes to be kept in the classroom for the school year. This change is needed in case of bathroom accidents, outside messes, or emergencies. **Please send in a shirt, pants, socks, and underwear in a bag (large Zip-loc bags work best) labeled with your child's name.**
- If your child is not yet fully toilet trained, we will need at least several diapers and a package of wipes. Upon first wearing underwear, we may ask you to supply us with a second set of clothes "just in case"!
- If a child needs changing for whatever reason during the school day, we will do so without criticism or embarrassment. A note will be sent home with your child to inform you of that change.

Outdoor Play



We will be going outside to play most days with the exception of extreme cold, rain, or when our playgrounds/hot top are covered in ice. **Please keep an eye on the weather and dress your child appropriately.** If you are concerned about your child going outside due to illness or physical limitations, please let us know. A general rule is that if your child is too sick to go outside, then they should probably not be in school.

In the winter, we will periodically schedule a day to play in the snow during our outdoor playtime. On these days, you will need to send in snowpants, jacket, boots, hat and mittens. On the other days, we will provide gross motor movement activities or go the Ripley gym.



Label Everything



Please help us by labeling any and all things that come to school with your child's name on them. We frequently have multiples of the same bags, lunch boxes, etc... Please label items so that we can reduce fighting, return things to their correct owners, and eliminate tears.

Clothing that can be removed such as sweaters, coats, hats, mittens, etc... need to be labeled as well. Many children do not know their own belongings or are unsure of their own things as the seasons change (i.e. a new spring coat).

School Bags or Backpacks

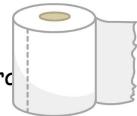


Please send your child to school each day with a regular sized school bag or backpack to send belongings back and forth in. Small backpacks or bags can be challenging to fit things in and often lead to frustrated kids and adults!

Toileting



We recommend that children enrolled in our programs be toilet trained and capable of independent self-care in the bathroom (including wiping), however, this is not an enrollment requirement. Children are housed within our classroom area and are available at all times. Children are encouraged to use the bathroom when needed.



While we are happy to help with clothing fasteners, please be mindful of the type of fasteners on your child's clothing. We strive for independence!

Please work on wiping at home. We will assist your child by encouraging more wiping, helping with the toilet tissue, and wiping if needed.

We require that children wash their hands each time they use the bathroom. Washing hands throughout the day is a proven germ fighter and reduces colds and illnesses, as well as it is just good hygiene practice.

While we do not toilet train children in preschool, we are happy to support your home toilet training practices so long as it does not significantly impact classroom activities.

In the preschool we call all body parts by their appropriate names (i.e. bottom and genitalia). It is important that children know the real names for their body parts to eliminate confusion or create future embarrassment. Please know that should the need arise for body parts to be named, that it is done matter of factly. If you have concerns about this policy, we will discuss what solutions we can come up with.

Snack



Please send your child to school each day with **one** small snack and a drink. For the full day classes, please include a snack **and** a lunch. Refrigeration is not available so please include an ice pack if you are concerned about specific foods getting warm. Full day children should pack a cold lunch or lunch in thermoses as we do not heat up or cook lunches. **PLEASE, no glass containers.

You may send it in a lunch container or bag with your child's name clearly printed on the outside or just put it in your child's backpack. Of course the type of snack and drink you send is up to you, but we would like to **strongly encourage healthy snacks and lunches (for full day)**. We would also like to suggest re-usable drink or water bottles or containers that use a straw or juice boxes. Please do not send in a thermos since they are very difficult for most children to open, pour, and are awkward to drink out of.

Suggestions for healthy snacks include: fruit, crackers, vegetables with/without dip, cheese, popcorn, pretzels, sandwiches, yogurt, applesauce, raisins, fruit cereal bars, salsa and chips, real fruit juice, water, milk, etc....



Some snacks we ask you not to send in include: soda pop, chocolate, candy, high sugar foods or foods that crumble easily such as devil dogs and Twinkies as they are extremely messy and are easily ground into the carpets.



** FOOD ALLERGY ALERT!! **

Concord Public Schools Integrated Preschool has a food allergy aware program. We are also a peanut and tree nut free program (including sandwiches, crackers, cookies/bars, etc...). Should there be a child or children who have other food sensitive allergies (such as sesame seeds), we may need to eliminate other certain food item(s) from the classroom that contain the specific allergen. There may also be a need for all people (children and adults) to wash their hands upon entering the preschool classrooms. Please help us in complying with these requirements and in understanding that we are trying to create a healthy and safe environment for everyone.

Birthdays

We would be happy to acknowledge your child's birthday at school. Due to The Concord Public School's Wellness Policy and increasing concerns over food allergies, food sensitivities, and cross contamination, we do not allow food items in recognition of your child's birthday. Small items such as trinkets or "grab bag" objects are fine. Please check with your child's teacher on how many items to bring in.



If your child's birthday falls on a non-school day or during a school vacation, please feel free to celebrate it on an alternate day. If your child has a summer birthday, you are welcome to pick a "happy un-birthday" date or celebrate on your child's half-birthday.

Toys



Please try to keep toys and sentimental belongings at home (the exception being objects a child needs for separation difficulties). We may have scheduled "Show and Tell Days" throughout the year where toys or other items can be brought in. Certainly, there are times when a child has something very special to show and we gladly welcome these sharing items at any time (such as a creature from outside, pictures of a new baby or vacation, a present grandma brought from a trip, etc...). Our classroom is well supplied with many toys and other equipment. Toys that do come to school can have a tendency to get lost or become broken and tears can be the end result.



Birth Certificates

We are required to have a photocopy of your child's birth certificate on file in the classroom. If you have not already given us a copy, please do so as soon as possible. If needed, we will be happy to make a copy for you.

Craft/Activity Fee



At the beginning of the year, families will be asked to do a craft and contribute. We ask that parents can choose to pay cash in one lump sum for the year or in monthly installments. This money will be used to purchase materials and supplies for our various projects, special craft activities and various preschool fun day materials.

Supply Donation List



At the beginning of the school year, we are asking that each family donate consumable items such as Kleenex, disinfectant wipes, plastic silverware, etc. We will ask for replenishing if the need arises during the school year.

Behavior and Discipline



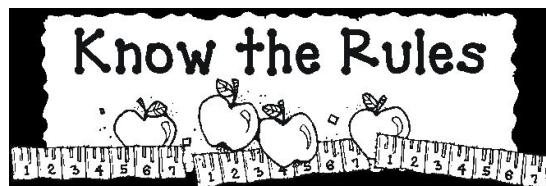
While it is normal for a child to test authority, rules, and routines, our classrooms do have specific methods to handle the behaviors that are inevitable in any early childhood program. Primarily, we believe the most effective behavioral approach is to "catch the children being good and use positive praise and reinforcement whenever possible".

If a child is behaving in a manner that requires the teacher's attention, it will be handled in a consistent and matter-of-fact approach. Most behaviors can usually be handled with redirection or gentle reminders. For more involved behaviors, the teacher will give the child clear and concise choices with natural rewards or consequences. The child is then in control of their own behavior choices. The teacher's role is to guide the child and to follow through with the reward or consequence as quickly and consistently as possible. Children are taught to verbalize and to be able to discuss their behaviors and alternative solutions for the future. Behaviors are always handled with respect and with the child's dignity in mind.

Teacher voices are NEVER raised in anger. A firm but normal speaking voice may be used to address the unacceptable behavior.

Be assured that if a child's behavior is on-going, concerning, or dangerous, that we will address the situation with you so that we can create behavioral management strategies together that are consistent and comfortable for all involved.

Classroom Rules

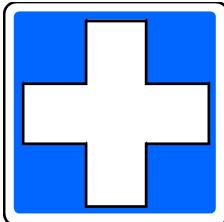


As a preschool community, we expect all children and staff to learn and follow common universal classroom rules. Rules around safety, respect for oneself and others, and common courtesy will be integrated throughout the school year and are a part of the daily curriculum. Learning to follow rules fosters independence, acceptance, and socially responsible behavior.

Touching and Personal Space



Every human being has the right to personal space. In preschool, we respect that right and will ensure that it is protected. As teachers of young children, we understand the need and desire for children to receive hugs and cuddles, pats on the back, hold hands, or sit in a lap. You can be assured that these activities will only occur with your child's permission or request. An exception to this rule, however, is when a child's behavior warrants removal from a situation or when safety for your child or others is a concern.



Medical Information

Emergency Information Card



Each child is required to have a completed emergency information card. Please provide us pertinent information regarding parents and child. Please make sure that there are emergency contact people on the card in addition to you and your spouse. Please include any and all allergies, medical information, necessary treatments, and medication that your child is regularly taking on this card in case of an emergency.

If there are any information changes throughout the year (i.e. changes in phone numbers, address, contacts, or medical information), please let us know so that we can update this information.

Allergies, Medical Conditions, and Medication

It is extremely important that we know if your child has any allergies, medical conditions, or is taking any medications. Allergy information that is especially important are allergies to bee stings/insect bites, animals, medications, and foods. Your child may be exposed to various foods during cooking projects or other children's snacks. This information alerts staff of any necessary treatments or special precautions should an emergency occur during the school day.



An allergy/medical chart may be posted in several areas around the classroom, so that all adults in the room are aware of and have quick reference regarding any special concerns/conditions should an emergency arise. All preschool staff are trained in Epi-Pen administration. Per public school regulations, general teaching staff are not allowed to administer other prescribed or over the counter medications, such as Benadryl, Tylenol, nebulizers, etc.

CIPS does have a Preschool Nurse on staff. Do not be alarmed if the school nurse contacts you at some point during the year around immunizations, physicals, vision or hearing screenings, or to gather other medically important information. If your child has a medical condition that requires a Health Care Plan, the school nurse will create a plan based on recommendations from your child's health care provider so that all preschool staff are aware of the required medical intervention steps specific to your child's individual needs.

Massachusetts School Health Record Form

Since your child is attending a public school, state law requires that your child's doctor fill out a Massachusetts School Health Record form. This form states that your child's immunizations are up to date and that there are no limitations to your child's participation in school. Your child will not be able to attend school until this form is completed and turned into us! There are no exceptions to this state law.

Minimum Immunization Requirements for School Entry

3 doses of Hep B
4 doses of DTaP/DTP
3 doses of Polio

3 or more doses of Hib
1 dose of MMR
1 dose of Varicella**
** or documented proof of chickenpox

Medical Issues and Other Ailments

There are many illnesses and ailments that affect the health of our preschoolers. Please notify the preschool nurse or your child's teacher if your child has something contagious so that we can significantly reduce the exposure and severity of these illnesses. Reporting helps us to decide; whether to screen a classroom, notify other families (while observing confidentiality), determine the need for referrals, or if school exclusion policies need to be enforced, etc...

Listed below are many common preschool illnesses, but by no means is this list complete. Other illnesses such as shingles, mononucleosis, hepatitis, Fifth's disease, pin worms, etc. are less common, but should also be treated cautiously and with respect to others. When in doubt, please contact the preschool nurse, teachers and/or speak with your pediatrician. We ask that you consider the other children and the teachers when deciding whether or not to send a sick child to school.

Fever



When a child has a fever of one hundred degrees Fahrenheit or higher, he/she should stay home until his/her temperature has been normal for twenty-four (24) hours without the use of fever reducing medication (Tylenol, Ibuprofen) for at least 24 hours. If your child is eating and drinking, please make sure you wait at least twenty minutes before taking their temperature.

Vomiting/Diarrhea

If a child is ill with vomiting or diarrhea twenty-four (24) hours prior to attending school, he/she should remain home.



Antibiotics

A child with any contagious condition (i.e. strep throat or bronchitis), must stay home until he/she has been on an antibiotic for a full twenty-four (24) hours. A child with a non-contagious condition (i.e. ear infection) taking antibiotics, may return to school as soon as he/she feels better.

Strep Throat

A child with strep throat must stay home until he/she has been on an antibiotic for a full twenty-four (24) hours.

Conjunctivitis ("Pink Eye")

This is a condition characterized by inflammation, drainage (usually yellow or greenish), itching, and redness of the eyes. A child with conjunctivitis will be excluded from school and may return a full twenty-four (24) hours after treatment begins. Causes of conjunctivitis may be bacterial, allergy, or viral.

Chicken Pox

A child is contagious from 1-2 days before and shortly after the onset of the rash. Children must stay home until all lesions (blisters) are crusted over and dry, usually the sixth day after the rash starts.

Impetigo

This is an annoying sore with a characteristic "honey" colored drainage found usually around the mouth and nose area. A child with impetigo will be excluded from school until a physician has treated the child. A note from the physician must accompany the child upon the return to school.

Fever blisters (herpes)

These are open sores as well, but the child is not excluded from school should they have this condition. However, direct contact with others should be avoided.

Infestations:

Lice

Head lice can occur at school. The best way to treat this potential problem is through awareness and prevention, as well as early diagnosis. Children will be periodically checked at school for head lice. Cooperation and direct involvement of parents/guardians are critical to the process. At present, the Concord Public Schools has in place guidelines and procedures to; identify and/or confirm a student with a new infestation, contact and inform the parent/guardian, and for children with infestations, conduct daily examinations in the health office after treatment until the case is no longer active.

Should you detect the problem first, teachers and/or the school nurse must be notified.

Scabies

This is an annoying red rash that appears in various body crevices (fingers, waist, toes). A child will be allowed back at school twenty-four (24) hours after treatment begins.

Parent Volunteers



We encourage parent participation throughout the year. One way to participate is to volunteer for the day. We welcome moms and dads, grandparents, or other special people. We would appreciate that siblings do not accompany you on the days you volunteer. This is a very special day for you and your preschooler and it is very difficult to manage younger siblings. It is also very difficult for the other classroom children and can be a big distraction throughout the day. All volunteers need to have a current CORI form completed and on file by Concord Public Schools.

Also, we would love to encourage parents to "share" themselves by teaching or sharing with the kids a special family tradition, your career, a craft or cooking activity, or even if you like to read stories to the kids let us know!!! We would love your ideas and input so that we can plan for these special activities into our school year and during our various themes throughout the year.



It is expected that parents who volunteer in the classroom respect the rights and privacy of individual children. It is not appropriate to "gossip" or inform a child's parent or other parents in the classroom or community about an individual child's strengths, weaknesses or challenges.

What To Do When You Volunteer For the Day



- 1.) ENJOY the day! HAVE FUN!
- 2.) Participate in Circle Time and group activities.
- 3.) Circulate around the room. Feel free to assist any children that may need help.
- 4.) Assist teachers with craft projects, painting, toileting, snack, or setting-up and cleaning-up activities.
- 5.) Help run a game, work on tasks, or read a story to a small group of children.



Our Philosophy & Curriculum



The Concord Public Schools Integrated Preschool is designed to promote the physical, social-emotional, cognitive, and language development of children.

Every child is a unique person with an individual pattern and timing of growth. We believe in respecting and responding to each child's learning preference. We take pride in our program's ability to foster positive feelings towards learning. We strive for excellence through a developmentally appropriate, nurturing environment with highly trained staff and exceptional and creative curriculum.



The curriculum at the Concord Public Schools Integrated Preschool follows [The Guidelines for Preschool Curriculum Experiences](#) based on the [Massachusetts Curriculum Frameworks](#), [The Massachusetts Common Core for Preschoolers](#), and the educational approaches recommended by the [National Association for the Education of Young Children](#).

Our preschool addresses skill development through developmentally appropriate activities. We follow a cross-disciplinary thematic approach with units that revolve around the seasons, science topics, special interests, and literature. We use age-appropriate materials/activities and implement a variety of specific teaching strategies and methods to target children's individual learning styles. The classroom environment is designed to be stimulating and motivating by utilizing a wide range of both teacher-created and purchased materials and activities.



The teachers in this program are highly skilled at serving as guides and facilitators. Play is a young child's "work" as they touch, manipulate, and experiment with materials, explore and observe the environment, and interact with adults and one another. Children are also highly encouraged to initiate their own activities and learning. Observations of the children at work and play allow the teachers to present additional challenges to assist individual children in pushing their thinking further. Children are never expected to compete with or match other children's rate of growth or development.

All of these components help to create a relaxing, non-stressful, yet challenging environment where children learn at their own individual stage of development. Ultimately, the goal of our preschool is to develop a positive self-image and a love of learning.

The classroom day is broken into several blocks to meet the needs of the whole child while taking into consideration children's attention spans, physical, and emotional capabilities. Each day you will see a variety of activities that prepare children for their elementary school experience as they enter kindergarten. Videos are occasionally used to accompany a theme or skill area.

Current technologies are also incorporated into the children's daily experiences and are used to enhance learning and to provide exciting opportunities for children to develop additional skills.



Our preschool introduces basic concepts from the [Open Circle](#) program that the Concord Elementary Schools follow. This is a social skills program that not only deals with appropriate school behavior, but also teaches acceptance, tolerance, and compassion. Early handwriting skills are taught using methods from the [Handwriting Without Tears](#) program, which is also used in the elementary grades.

A Typical Day May

Arrival ~ Children work on becoming more independent in self help skills (taking off coat, finding their cubby, and putting away belongings). They "sign in" using a picture card or name card depending upon their skill level.



Table Time ~ Children choose table top activities/games that relate to the theme and target specific academic readiness skills. There are typically at least three tables; a teacher directed game at one table (teacher made gameboards, BINGOs, experiments, and so on), a manipulative table (matching games, puzzles, sorting, etc.), and a sensory/fine motor table (playdough, tweezers and small objects, painting, art, collage making, cutting, etc.).

Circle Time ~ Skill games, readiness activities, songs, fingerplays, science experiments, movement, and social interactions, all relating to the current theme, are taught and introduced during this whole group time. Children also learn turn taking and following directions skills while developing their attention and processing skills.

Bathroom & Wash Hands for Snack ~ Children are encouraged to use the bathroom and will wash hands for snack time.

Snack and Sharing Time ~ Children are encouraged to become increasingly independent in their ability to open snacks and clean up. Children and adults sit down to snack together and share personal information or talk about current events and happenings. **Children move into playtime activities when they finish and have cleaned up their snack area. They are not expected to wait for everyone to finish their snacks.

Free Play ~ Children choose center areas to work and play in. The room and materials are designed and set up to encourage creative and cooperative play while addressing the social needs of young children. Play is their "work". Available teacher(s) work with the children in their chosen areas and help to facilitate play and social skills.

Craft/Fine Motor/Sensory Activities ~ This is on-going during independent play time or during a scheduled time. Children participate in a craft fine motor, or sensory activity set up by the teachers. These activities are designed to promote fine motor development, sequencing skills, visual-motor integration, and task completion while learning to follow directions. Participation is not a choice since the above essential skills and tool use are necessary for kindergarten readiness. Adaptations and modifications will be made for children who experience difficulties with these activities.

Story ~ A thematic story is read daily by a teacher, parent, or special visitor.

Outdoor Play or Music/Movement/Gross Motor Activities ~ We utilize our fenced in outdoor play area, bicycles and ride on toys on the hard top, the Ripley gym, music movement activities, or yoga to promote gross motor development.

Daily Review ~ Prior to dismissal, we review and reflect upon the day and upcoming events. Children learn time concepts, planning, and sequencing during this discussion.

Dismissal ~ Children get their mail, gather their belongings, and get dressed in preparation for dismissal. Children are encouraged to become increasingly independent in their dressing skills.

* The full-day programs will also include lunch and rest time daily.

Other Program Activities:

Open Circle ~ Open Circle is a social skills curriculum that not only deals with appropriate school behavior, but teaches acceptance, tolerance, and compassion. The classroom teacher creates topics that reflect the current social needs of the classroom community. Children's literature is often a key component to the learning process. Concord's Elementary Schools also use this program so preschool students moving onto kindergarten programs will be familiar with the terminology and basic concepts of Open Circle.

Gym ~ Children participate in group games and thematic motor activities in preparation for physical education in kindergarten and to promote physical and emotional well-being.

Cooking ~ Depending on food allergies or sensitivities, teachers may on occasion have a cooking project related to the current thematic unit. Children learn about following directions by following the recipe or teacher demonstration, measuring, utensil and tool use/safety, and nutrition.

Handwriting Without Tears ~ Early writing skills are taught using methods from this program, which is also used in the elementary grades.

Non-Discrimination Policy

The Concord Public Schools are committed to ensuring equal educational opportunities for all students, and do not discriminate on the basis of students' disability, race, color, gender, religion, national origin, or sexual orientation.
(Massachusetts General Laws, Chapter 76, Section 5)

Notes

The ABC's of Preschool

Aa Bb Cc Dd Ee Ff Gg Hh Ii Jj Kk Ll Mm Nn Oo Pp Qq Rr Ss Tt Uu Vv Ww Yy Xx Zz

Ask your child about his or her school day.

Begin your child's day with a nourishing breakfast.

Congratulate your child for doing well.

Discuss nature with your child.

Encourage your child to "read" along with you.

Find your child being good and then tell them.

Give your child responsibility.

Hug your child often to build self-worth.

Include your child in making family decisions.

Join the library with your child.

Keep your child on a schedule that includes exercise and sleep.



Limit television viewing by selecting programs with your child.



Make the time that you spend with your child special.



Notice and discuss changes in your child's behavior.



Offer to help in your child's classroom and school.



Provide your child with good role models (including yourself).



Question the activities that your child participated in
with friends.



Respect your child's right to have opinions different than yours.



Share an interest or hobby with your child.



Take time to listen to your child.



Urge your child to say "NO!" when he or she is in an
uncomfortable situation.



Visit places of interest with your child.



Work with your child to establish rules of behavior.



erox and save records or articles that benefit your child.



ield results by encouraging your child to follow their dreams.



oom through these ABC's again and again!