

*Welcome
To
Sparkleberry's
Preschool!*

We are happy to have you enrolled at Sparkleberry's Preschool! Through a developmentally appropriate early childhood environment, your child will acquire many important skills that can help make the public school years happy and productive ones. We are proud of Sparkleberry's home-like environment, which allows the children to be in a relaxed atmosphere of love, security and total acceptance.

Our curriculum defines the teacher's role as a facilitator of learning and a giver of love. We strive to extend children's thinking, promote curiosity, enhance language development, develop positive self-esteem, encourage independence and learn peaceful social development.

Although we do not teach Christian theology in our curriculum, we are a Christian preschool. We want your child to be comfortable with simple table prayers, our major Christian holidays and to respect ourselves, each other, our environment and all living things.

The following pages are meant to make your involvement here a positive one. If you have further questions, please feel free to ask. Open communication is an important part of our year together.

School Hours

Arrival time for morning classes is 9:15 a.m.
Arrival time for afternoon classes is 12:30p.m.

Staff comes out to your car and assists your child in coming into school. If you arrive after we have gone into the school, please bring your child inside; do not just send him/her in. You are always welcome to come in but please do not block other cars from leaving. You can park in the grass area, or be one of the last cars here and park in the turn around driveway. We also bring your child out to the car after school, unless you need to pick him/her up early.

Departure time for morning classes is 11:45 a.m.
Departure time for afternoon classes is 3:00 p.m.

There is a *late pick up policy* as follows: Because we only have a short amount of time between classes, we ask that you be prompt in picking up your child. If you arrive after all the other children have left (11:50 or 3:05) you will be charged \$5.00 for every five minutes you are late. We apologize if this seems harsh, but it is really important to us. If you think you may be late on a certain day, there usually is another family willing to pick your child up, if you have notified them in advance. If you do incur a late pick up fee, you will be billed for it at the end of the month and you may include it in your tuition payment.

Diagram for Pickup and Drop Off

TUITION

Classes that meet two days a week pay _____ a month.

Classes that meet three days a week pay _____ a month.

Classes that meet five days a week pay _____ a month.

Tuition is due between the 1st and the 10th of the month. There is a late payment fee of \$10.00 if paid after the 10th; just add it to your check when you pay. Returned checks will have a \$15.00 fee added. Place checks in your child's lunch box, or hand it to one of the teachers. There is no tuition break if you must be gone on school days or if your child is sick. There is also no tuition break if school is canceled because of bad weather. Your September tuition also pays for June. All the other months are the regular tuition rate.

SNOW DAYS

Snow days follow the Olympia School District schedules. If schools are one hour late, all morning classes begin at 10:15; if they are two hours late, the morning class is canceled, but the afternoon class is on time. If the schools are closed all day, so is Sparkleberry's. Please tune to your radio to KGY 1240 AM or KXXO 96.1 FM for up to the minute school reports on snowy days.

CLASS NAMES

The Monday-Wednesday-Friday morning class is **Sparklebirds**.

The Monday-Wednesday-Friday afternoon class is **Sparklebears**.

The Tuesday-Thursday morning class is **Sparklebugs**.

The Tuesday-Thursday afternoon class is **Sparklebees**.

HELPFUL HINTS

Resist the temptation to "dress-up" your child for school. Good running shoes and pants that can get dirty help make your child's day carefree and safe. Party dresses and shoes don't work at school. We will get dirty because requiring a child to "stay clean" hampers his/her preschool experience.

Be sure your child gets to bed early the night before school, has a good breakfast and an unhurried schedule the day of school.

ILLNESS AND SCHOOL

Sometimes it is difficult to decide whether your child is well enough to come to school, especially when he/she begging you to go. We have found that the following guidelines help keep us all healthy, with a minimum of germ sharing

- If your child has green mucus coming from his/her nose, the cold is contagious and very possibly there is an infection in the sinuses, ears or throat. *Please do not bring him/her to school.*
- If your child is obviously not acting normally, but there's nothing specific you can put your finger on, he/she may be coming down with something. It's best to keep him/her home, as we usually end up having to call you anyway.
- Teaching them to wash hands often really does help lessen the spread of colds, especially if they tend to put their hands in their mouth a lot.
- Really wicked coughs do spread germs. Best to keep them home or teach them to always cover their mouths.
- Be sure to keep your child home until they are completely well. All chicken pox must be completely scabbed over before returning.

ROOM PARENTS

Each class has one or more parents who help organize class parties. You will be called at least once during the year by your room parent to help. The names and phone numbers will be published with the class list in October.

OBSERVATIONS AND CONFERENCES

Each child will receive a "teacher observation" of how they are doing two times a year. These "observation" notes will be an informal way for you to find out how they are doing, areas they are playing in, special friends they are making etc. Any family desiring a personal conference may request to talk or meet with the teachers at any time during the year. We pride ourselves in excellent observation and evaluation skills and look forward to close communications with you on the progress of your child.

COMMUNICATIONS

- If your child will be absent for only one day, you do not need to call the school. If more than one day please call and let us know so we don't worry.
- If you ever have tuition or transportation problems, please call. There are always solutions to problems if we are allowed to help.
- Notes in lunch boxes are a great way to get information to us.
- If you need to talk to a teacher call the school between 9:00 a.m. and 3:30 to talk to a teacher. If you get the answering machine, please leave a message and we will call you back. You can also email Kim at kimschultz@aol.com.

FIELD TRIPS

Sparklebirds and Sparklebears go on about 3 field trips throughout the year. Sparklebugs and Sparklebees will go on 2. We will announce where we are going (and give you the opportunity to sign up to drive) in our monthly newsletter.

Please have your child wear their Sparkleberry's sweatshirt on all field trips.

NEWSLETTERS

Newsletters are printed the first week of each month and sent home with your child in their lunch box. Please read the newsletter very carefully for topics, special days, field trips and all miscellaneous news for the month. If you have not received a newsletter by the end of the first week of the month, please let us know and we will get you a new one.

BIRTHDAYS

Birthdays are important events in the life of many of our preschoolers and we love to help celebrate at school! Each child is recognized at opening circle and gets to wear the birthday crown. We will sing "Happy Birthday" at snack time. If you would like to bring a special birthday treat for each child in your child's class, please put a note in your child's lunch box one week before you send the snacks. This special snack will be in addition to the child's regular snack.

STAR OF THE DAY

Each time your child attends class, one classmate is “Star of the Day”. Each child participates so your child’s turn will vary with the class size. We will put a smiley face stamp on your child’s hand during closing circle of the class day before it is your child’s turn. They will also be bringing home the “mystery box” the day before. Please have your child put **ONE** item in the box. The children will then guess what is in the box from clues your child have given them. On their day, the “Star” sits with the opening circle teacher while classmates sing and sign the “Friend” song. There are also special roles for the “Star” on their day such as ringing the cleanup bell, rolling the prayer cube, being the first to do various things, etc.

SHOW-N-TELL

This is a time for your child to bring **one** thing from home that they can share with the other children in class. We want the children to be the ones to choose what they will bring because then they will be excited about showing the other children. This experience will help them to make choices as well as to develop social and communication skills with other children. We do ask that you help us to avoid the violent related toys. Show-n-tell will be done **once** a week. *The Sparklebirds and Sparklebears will do show-n-tell on Friday of each week and the Sparklebugs and Sparklebees will do it on Thursday.* We have a show-n-tell basket that they will put their item in when they come in at the beginning of the day, and it will stay there until we do show-n-tell at the end of the day.

DAY’S SCHEDULE

Depending on what is happening at school each day, the schedule may vary a lot. One of our goals is to be child oriented and that means flexible schedules. However, a normal schedule will look like this:

Class begins	9:15am/12:30pm	Teachers greet children at cars
Exercise time	9:25am/12:40pm	Time to release some energy
Opening Circle	9:35am/12:50pm	Songs, Star of the Day
Discovery Time	10:00am/1:15pm	includes painting
Clean up time	10:55am/2:10pm	Everyone participates
Snack Time	11:00am/2:15pm	Not mandatory
Discovery time	11:15am/2:30pm	Science, games etc
Clean up time	11:30am/2:45pm	Everyone participates
Closing Circle	11:35am/2:50pm	Story and song
Class Ends	11:45am/3:00pm	Teachers escort children to car

SNACKS

Each school day you will need to send a snack in a lunch box or bag with your child's name clearly marked on it.

- Servings should be small.
- We serve water with snacks. Please do not send juice boxes. Send a plastic cup/glass that you can leave in your child's lunch box at all times.
- Children are only moderately hungry by snack time. Snack time is a time for socialization as much as to eat something. We learn to help each other, share with each other, clean up before and after ourselves and learn about nutrition.
- Please let your child participate in choosing healthy snacks. Ideas include:

box of raisins
rice cakes and peanut butter
crackers with peanut butter
stuffed celery
apple, orange, or melon slices
banana or grapes
carrot sticks
cheese cubes and crackers
a cookie or two (watch sugar content)
granola bar (watch sugar content)
graham cracker with peanut butter
muffin
peanut butter on wheat bread cut into squares
a few nuts
leftover slice of pizza
fruit roll-ups (watch sugar content)
yogurt

SPARKLEBERRY'S PLAYDOUGH

1 CUP FLOUR
½ CUP SALT
2 TEASPOONS CREAM OF TARTAR
1 TABLESPOON OIL
1 CUP WARM WATER WITH FOOD COLORING

Combine dry ingredients. Put oil in water and add to dry ingredients. Cook over medium heat, stirring constantly until it forms a ball. Cool and store in an airtight container. Do not refrigerate.

FINGER PAINT

½ CUP PACKED CORN STARCH
½ CUP SOAP FLAKES (NOT DETERGENT)
4 CUPS WATER
FOOD COLORING

Add water to corn starch and boil, stirring constantly. Remove from heat and add soap flakes and food coloring. Refrigerate.

TEMPERA PAINTS

2 TABLESPOONS DRY TEMPERA POWDER
½ CUP LIQUID "VANO" STARCH

Mix and allow to sit for 2 hours before using. Stir again before using

FLUBBER

1 1/2 CUPS WARM WATER
2 CUPS WHITE GLUE
FOOD COLORING

Mix well in container "A"

1 1/3 CUPS WARM WATER
3 TABLESPOONS BORAX

Mix well in container "B"

Add "B" to "A". DO NOT STIR. Start pulling it up from the bottom and working with hands until all liquid is absorbed (about 5 or 10 minutes).

SCHOOL CALENDER

Friday November 10 th	No School - Veterans' Day	
Thursday November 23 rd November 24 th	No School - Thanksgiving Break	Friday
Monday December 18 th Through Monday January 1 st	No School - Winter Break	
Monday January 15 th	No School - Martin Luther King Jr. Day	
February 19 th Through February 23 rd	No School – Mid-Winter Break	
April 9 th through April 13 th	No School - Spring Vacation	
Monday May 28 th	No School - Memorial Day	
Tuesday June 5 th	Bugs & Bees Backyard Circus	
Wednesday June 6 th	Birds & Bears Backyard Circus	
Thursday June 7 th	Bugs & Bees last day of school	
Friday June 8 th	Birds & Bears last day of school	