

Valley View
Early Learning Preschool Program
Parent Handbook
2018 – 2019



"The Future Starts Here"

Dear Preschool Families,

We would like to welcome you to Valley View's Early Learning Preschool Program. At the heart of Valley View's philosophy is the firm belief that all students deserve a high-quality education. We have the distinct privilege of working with children at the very start of their educational experience and are dedicated to making it the best it could possibly be.

All members of Valley View School value each and every child and work to create a positive learning community. Our preschool provides a social learning environment that nurtures the whole child through literacy, art, music, hands-on science, and the exploration of mathematical concepts, supported by interactive play-based experiences in a literacy-rich environment. The curriculum is aligned to the CT Early Learning and Development Standards (ELDS) birth to age 5.

We believe that every student can be successful and are committed to working collaboratively with families and the community so that our students can build a strong foundation as life-long learners.

Sincerely,

Jessica Bruenn
Valley View Principal

Mission Statement

The mission of the Preschool is to provide three and four year old children with language rich play-based learning experiences that promote and foster the whole child in preparation for kindergarten success and beyond.

Core Beliefs

Here at Valley View We Believe In:

Developing the Whole Child

High Expectations

Student Engagement

Family Partnerships

Curriculum

We prepare children to succeed in kindergarten and beyond with an integrated curriculum that addresses all of the areas known to be foundational for success in school. Our curriculum and is aligned to the CT ELDS. We use *Scholastic Big Day*, a comprehensive program that focuses on kindergarten readiness, to support our curriculum.



The Early Learning Preschool Program is aligned to the CT Early Learning and Development Standards (ELDS) birth to age 5.

Cognition: Making sense of the world, staying with something and working hard to solve problems.

Social and Emotional Development: Understanding yourself, your feelings and how to play with other people.

Physical Health and Development: Learning to take care of yourself and to do things with your body and hands so that you grow strong and healthy.

Language & Literacy: Communicating using your body, language, signs and written communication.

Creative Arts: Enjoying music, dance and art and expressing yourself in these ways.

Mathematics: Understanding numbers and how to use them, counting, patterns, measuring and shapes.

Science: Understanding the world around us, including living things, the earth and space and energy.

Social Studies: Understanding the world and knowing about the people in it. This starts with knowing about your family, then the community and world.

Preschool Hours

Monday – Thursday

AM Session: 8:45 – 11:15

PM Session: 12:30 – 3:00

Backpacks

Please send your child to school with a backpack every day. This backpack MUST BE large enough to hold a 9x12 folder, lunch box, and other essential items, which will be going back and forth frequently. Please label your child's backpack with their name.

Folders

Students will have a Valley View folder that will be used for daily communication. It is important that the folder is checked each night and returned to school the next day. If you need to send in a note, please place it in the folder.

Change of Clothing

Preschool is a very busy place and sometimes students get messy and accidents happen. Please send in a change of clothing appropriate for the season. This should include pants, a shirt, underpants and socks. Please place it in a labeled bag.

Toileting

If your child is not potty trained, please send in all supplies including pull-ups, diapers and wipes. Staff will let you know when the supply is running low and needs to be replenished.

Snack Time

Please pack your child a small healthy snack and drink each day preferably in a small lunchbox. Please send snacks in child-friendly containers. All children are encouraged to be as independent as possible during snack time. Please let us know if your child has any food allergies or dietary needs.

Birthdays/Celebrations

We all know that birthdays and other fun celebrations are important to many people and that children like to celebrate with their classmates. NO FOOD is allowed to be sent in for students to be eaten during the class day OR sent home in a goody bag. **We at Valley View encourage treats other than food.** We have found that students have just as much fun doing something special. Your child's teacher will make sure that their special day is recognized without food.

If you wish to invite children from the class to a party, we can distribute the invitations at school ONLY if you are inviting the ENTIRE class. If you are not, you will need to mail the invitations to those children. Please be aware that we are not allowed to give out addresses. This information is confidential.

Please be sure to connect with the classroom teacher ahead of time in order to provide advanced notice so that they can fit the birthday plans into their schedule.

Arrival

For those students who will be dropped off at school, students should be escorted to the office entrance hallway no earlier than 8:40 am or 12:25 pm. Staff will be available to open the outside door and greet your child at that time. Your child will leave for the classroom promptly at 8:45 am or 12:30 pm. If you arrive after that time, you will need to check in with the office and they will coordinate with the classroom staff. Please arrive on time each day. Routine is a very important for our young learners.

Dismissal

The Early Learning Preschool Program dismissal is promptly at 11:15 am or 3:00 pm. If your child is in the am class, you will pick up in the same place you dropped off. You will need to sign your child out in the office before they are released to you. If you do not arrive on time, your child will need to wait in the office. Please make sure to arrive on time each day.

If your child is in the pm class, you will pick your child up in the cafeteria. You will need to sign them out in the cafeteria before your child is released to you.

Please be aware that if the teacher or office staff does not recognize you, they will ask for identification. Please do not get upset, it is for your child's safety.

Late Openings

In the event of a delayed opening due to an emergency, weather or professional development, the morning Early Learning Preschool students do not attend school. Afternoon classes are still in session.

Early Release

In the event of a scheduled or unscheduled early release, the afternoon session does not attend school.

Keeping the School Informed

It is important that the school is able to contact you at all times. If there are any changes regarding the information you provided at the time of registration, please contact your child's classroom teacher and the office immediately. This includes any changes in your home phone number, address, emergency contact information, medical concerns, work contact information, etc. The school must have an active phone number to contact parents at all times.

Communication

A newsletter will be sent home via e-mail weekly in order to keep you up-to-date with what is going on in the classroom. In addition to this, you will receive a weekly Valley View Newsletter via School Messenger as well as flyers or notes in the communication folder periodically. Email and/or a classroom communication App may also be utilized to keep you informed. Please be sure to provide the school with an up-to-date email address. If you need to get a hold of your child's teacher, you can call the school and leave a message or e-mail the teacher. E-mail is the easiest way to get a hold of the teacher because they do not accept calls when they are working with students. You may also schedule a meeting at any time. Communication is a very important part of the preschool experience.

Website

The school newsletters are posted on the website, along with other important and interesting information. Photos of your child may be taken throughout the class day. These photos may be uploaded to our newsletters/website. **A photo permission form will be sent home with the essential paperwork at the start of the school year. Please sign and return this form as soon as possible.**

Parent Conferences

Parent conferences will be held in November. There will also be one in April if needed. You may schedule this with the teacher. However, if you have concerns about your child's progress in school at any time, an individual meeting can be scheduled by contacting your child's teacher.

Absences

Please call the school or e-mail via vvattendance@portlandct.us if your child is going to be absent. Please keep her/him home until she/he has been symptom-free (fever, vomiting, diarrhea, rash, etc.) for 24 hours without the use of medications.

We look forward to an exciting year together! Please let us know if you have any questions.

Mrs. Kelley, Preschool Teacher
ekelley@portlandct.us

Mrs. Mandy Hines
mhines@portlandct.us

Mrs. Kekacs, ABA Lab Teacher
dkekacs@portlandct.us

Nurse Katie, School Nurse
kwilliams@portlandct.us

Mrs. Bailey, Social Worker
mbailey@portlandct.us

Mrs. Bruenn, Principal
jbruenn@portlandct.us

