

2019-20 PRESCHOOL HANDBOOK



*Living the Real Presence of Christ
at St. Thomas More Preschool*

- F** Formation in Catholic Traditions
- A** Academic Excellence
- I** Inclusiveness
- T** Teachers of Mind, Body and Soul
- H** Heraldng God's Love in Service to Others

ST. THOMAS MORE PRESCHOOL

6511 - 176th Street SW
Lynnwood WA 98037
425-743-4242
www.stms.org



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YOUR TEACHERS:

Mrs. Heather Cook, lead teacher
Mr. Adam Locke, assistant teacher

Parents can reach us at (425) 743-4242. Our e-mail address is: heather.cook@stms.org. It is helpful to know if your child will not be in attendance on any given day. This information can be left with the school office.

PARKING:

Preschool has different drop/off and pick/up rules than the rest of the school. **PLEASE NOTE:** Preschool does NOT use the "snake line".

DROP OFF:

PreK-3 and PreK-4 AM:

Parents **MUST** park in the gravel lot or timed parking spots on the playground and walk their child to the preschool door.

PICK UP:

For PreK3 and PreK4-AM:

Parents **MUST** park at the first set of stairs in the parking lot and students will be waiting on the yellow curb.

There is no parking in the front of Church.

SUPER STAR OF THE WEEK: During your child's special week, he or she may:

- Bring a book from home to share with the class,
- Be line leader for the week,
- Bring in one of his or her favorite toys to show the class during show-and-tell,
- Share his or her All About Me poster with the class.

BIRTHDAYS AT SCHOOL:

Near your child's birthday, he or she may:

- Bring a treat to share with all other students. Examples of a birthday treat: store bought cookies, mini doughnuts, mini cupcakes, or fruit snacks and a juice box.
- Invite family to read a story to the class during circle time.
- Bring his or her favorite toy to show the class during show-and-tell.

PERSONAL TOYS:

Toys must be left at home (except during birthday celebrations and Super Star of the Week).

And remember, school is messy, unpredictable, chaotic, fun and a joy!

Thank you for choosing St. Thomas More Preschool!

COMMUNICATION:

Wednesday envelope: The oldest child in each family receives the Wednesday envelope (sent home on Wednesday afternoon, so the PreK-4AM will receive on Friday if they are not ready by 11:15 am and PreK-3 will receive theirs on Thursday if they are the oldest in the family). It is the communication used between the school and you; please remember to return the envelope after you have removed the papers. It also is the place you record your volunteer hours.

Newsletter: A classroom newsletter will be sent home each week describing what we have worked on over the past week and activities planned for the upcoming week.

SNACKS:

The school is nut free. Every day, bring a water bottle and snack (no more than 2 items) labeled with your child's name. Examples of snacks are a cheese stick, snack-size Ziplock bag of crackers, go-gurt, apple sauce, granola bar (CHECK FOR NUTS), etc. A good alternative to nut butters is sun butter (made with sunflower seeds).

REWARDS:

Good behavior by the entire class is tracked on a daily chart. The entire class will be rewarded with a special treat (such as a popsicle party, popcorn party or extra recess) when the class' goal has been achieved. Individual students will be personally rewarded with praise or stickers for showing kindness, good behavior, and excellence in our class.

BEHAVIOR:

Discipline methods will be fair, consistent, and respectful for each student. If a student misbehaves during class, he or she will first be given a verbal warning. If disruptive behavior continues, student will sit out of the activity for a few minutes and will then be given an opportunity to return to the activity. If misbehavior remains persistent, then a behavior plan will be started to monitor and improve the student's progress toward good behavior. An example behavior plan may include respect for teacher, respect for others, and ability to stay on task.

CLASS DAYS and TIMES:

PreK-4 AM 8:30 am-11:15 am Monday, Wednesday, Friday

PreK-3 AM 8:30 am—11:00 am Tuesday and Thursday

WHAT TO BRING TO CLASS:

Each child should have a LARGE backpack every day. He or she will have art projects, etc. to bring home and we want them to be dry and unwrinkled.

Each child should be dressed in weather appropriate clothes. We play on the playground every day it is not raining. We go to the hall on rainy days. Please make sure your child has a coat or sweater and hat/mittens when appropriate. Please wear footwear that is appropriate for running and climbing: no sandals, flip-flops, or heels please.

Uniforms: **PreK-3**—not required. Closed-toe shoes must be worn.

PreK-4 Girls are required to wear a white blouse and school plaid jumper or skort. Please have your child wear navy blue shorts or leggings underneath the jumper. Closed-toe shoes must be worn. **Boys** are required to wear navy blue pants and a white or gray polo shirt (Dennis Uniform School Code XTT480). Closed-toe shoes must be worn.

Every child should be potty-trained before coming to preschool. Accidents occasionally occur. Please send an extra set of clothes (pants, shirt, underwear, and socks) in a gallon-size Ziplock bag labeled with your child's name. Extra clothes will be kept in the classroom in case of an accident.

DAY AT SCHOOL:**PreK-3**

CIRCLE TIME: Calendar, prayer, Pledge of Allegiance, story, music and movement

RELIGION: Morning prayer, Sign of the Cross, Guardian Angel Prayer, and prayer before snacks.

SHOW-AND-TELL: Once per week, students may bring in a show-and-tell item corresponding to the letter of the week.

READING: Nursery rhymes, stories.

WRITING: Activities that strengthen fine-motor skills (e.g. sensory table, painting, play-doh, Lego blocks, etc.)

MATH: Counting, sorting and classifying, shapes, patterns.

SCIENCE: Weather, colors, life cycles of plants or insects, etc/

SOCIAL: Sharing, interacting with others, being comfortable talking in front of a group, controlling emotions.

LARGE MOTOR SKILLS: Walking, running, jumping, climbing, balancing, throwing, kicking.

FREE CHOICE: Dramatic play, blocks, play doh, sensory table, art, etc.

OUTSIDE TIME: Each day, weather permitting.

MUSIC: Once per week.

PreK-4

CIRCLE TIME: Calendar, prayer, Pledge of Allegiance, story, music and movement.

RELIGION: Morning prayer, Sign of the Cross, Guardian Angel Prayer, and prayer before snacks. The class also goes to the "special" 9a.m. Masses that are held throughout the year.

SHOW-AND-TELL: Once per week, students may bring in a show-and-tell item corresponding to the letter of the week.

READING: Nursery rhymes, stories.

LANGUAGE AND WRITING: Letter sounds, recognition and writing of capital and lower-case letters, writing name.

MATH: Counting, recognizing and writing numbers, sorting and classifying, shapes, patterns, adding and subtracting up to 5, data and graphs.

SCIENCE: Weather, colors, life cycle of plants or insects, etc.

PreK-4 continued

SOCIAL: Sharing, interacting with others, being comfortable talking in front of a group, controlling emotions.

LARGE MOTOR SKILLS: Walking, running, jumping, climbing, balancing, throwing, kicking.

FREE CHOICE: Dramatic play, blocks, play doh, sensory table, art, etc.

OUTSIDE TIME: Each day, weather permitting.

MUSIC: Once per week.

LIBRARY: Once per week. Story time and craft with school librarian.

ALL GRADES

SECOND STEP: A violence prevention program. It focuses on empathy training, impulse control, and anger management.

TALKING ABOUT TOUCHING: A personal safety curriculum.

VOLUNTEER HOURS:

Every family has a commitment of volunteer hours for the school year. If you have older children (K-8), you have 40 volunteer hours. If your only child is in PreK-4 AM/PM: it is 7.5 hours.

PreK-3 AM: it is 5 hours. You may request items be sent home for you to do: cutting, tracing, writing names on items, etc. You may look in the Wednesday envelope for volunteer opportunities at the school. Another way to satisfy the volunteer hours would be to come into the classroom to help out on special days.

SAFE ENVIRONMENT:

Every staff member and volunteer is required to attend a Protecting God's Children Class offered by the Archdiocese of Seattle, undergo a background check, and sign a policy agreement form. More information is available in the school office. You need to have taken the Protecting God's Children class through the Archdiocese before you can volunteer at the school in any capacity