**GLENORA PRESCHOOL – HELPFUL HINTS**



Pick Up and Drop Off

To ensure the smooth running of the preschool, it is important to be on time. Please try to let your child enter the classroom by him/herself. The teachers will greet the children and direct them to choose a book from the bookshelf. We always start each class reading. Once your child is inside, please move away from the doorway as quickly as possible. A few adults congregating at the door can often be intimidating to small children. On days when the children are outside, your child will be waiting for you at the large tree just inside the fence to the left of the preschool entrance. On inclement weather days, the children will either be in the classroom or in the gym adjacent to the preschool. Please be on time picking your child up, as it can be very upsetting for a child to be the last one waiting.

Sign In Binder

Please “sign-in” every time when arriving at the preschool with your name and a phone number you can be reached at while your child is in school. The binder is located on a table just outside the classroom door.

Saying Good-Bye

Saying good-bye is easy for some children, for others there is a natural fear of being left by their mother or father, even when it is just for a few hours. In some cases, it may be easier to leave promptly at the door and allow the teachers to handle the situation. The teachers are very experienced in handling separation anxiety of both parents and children,and will be happy to discuss coping strategies.

Teachers

Our teachers are Corinne Drever, Barb Husband, and Kim Cawley. If you have any concerns or worries, please bring them to the teachers’ attention The teachers’ phone numbers are on our monthly calendar.

Illnesses

If a student becomes ill during the school day, we will call families and ask them to pick up their child. Until the parents arrive, we will keep the student away from the other students.

**Please do not send your child to school if they are not well.**

Cubby Hole

Each child is assigned a cubbyhole on the first day of preschool, which will be his/hers for the year. The cubbyhole is used for indoor shoes, crafts, artwork, notices and announcements, etc. Please check your child’s cubby at the end of each class for items to be taken home.

Toilet Training

**Your child MUST be daytime toilet trained to attend the preschool.**

Clothing

Children are required to wear non-skid, clean shoes referred to as “indoor shoes”. Please label these clearly and plan to leave them at school, in your child’s cubbyhole. It is helpful to label **all** of your child’s clothing, especially winter hats, mitts, etc. It is our experience that strings on children’s jackets can be very dangerous, getting stuck in and caught on various playground equipment. We recommend your child’s jacket have no strings hanging or if they do, you cut them very short. Also, please leave an extra set of clothes in your child’s cubby just in case there is a spill, etc. Please leave the extra clothes in a Ziploc bag, labeled with their name.

Toys from Home

We ask that your child does not bring any toys from home to school,unless it is their special day. On this day, they can bring one (1) item for Show and Tell.

Duty Days

Parents are required to take turns helping in the classroom, approximately once every four to six weeks. On these days the parent helper helps out as needed making crafts, reading stories, playing, cleaning, etc. Be prepared to crawl on the floor and have lots of fun. These are very important days for your child and hence referred to as your child’s “special day”.

Snacks

Each child is responsible for bringing their own snack and water bottle each day. Please send snack in a small lunch kit or Ziploc bag that is **clearly labeled**. Please keep snack simple and healthy. Due to severe allergies that have the potential to be fatal to some children, it is our policy that **all nuts or nut products be banned from the preschool. At drop off we ask that you place your child’s snack and water bottle in their cubby.** The children will be responsible for getting their snack and water bottle from their cubbies daily on our return from washroom break. It will be a much easier task for the children if we aren’t searching through backpacks. Please ensure that snack bags and water bottles are taken home each day to be washed, ready for the next day.

General Meetings

These will be held in the Community League Building two times throughout the year. Meetings are typically held in September and January and are mandatory. If you cannot attend, it is your responsibility to find a proxy. A proxy can only be used one time.

Parent Handbook

The parent handbook is available to download from the Glenora Preschool website at

[www.glenorapreschool.com](http://www.glenorapreschool.com).