**MCES Preschool**

7:45-2:25 Full Day Preschool

7:45-10:30 Half Day Preschool

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Curriculum:

* Frog Street: Math, Language Arts, Science and Social Studies
* ABC Mouse: Language Arts

·       Science and Social Studies: My Big World

·       Religion:  Catholic Icing and Friendzy

We assess our students in the Fall and again in the Spring.  In preschool, we observe multiple areas of growth to evaluate where the child is developmentally.  Please note that children are not expected to master all the things we assess before the end of preschool. The assessments are a tool to gauge where a child is and to challenge them in areas where necessary.  To achieve this goal successfully, the assessments have additional pieces that go above the preschool expectations.

For specific questions relating to the curriculum, please feel free to contact

Ms. Beaudrie, Mrs. Kinsey, Mrs. McMillan, and Ms. Rios

Important things to know:

* We will be providing a red two-pocketed folder which is the most effective way for communication to occur between school and home. I will put everything in these folders: newsletters from me, notes from the school, important dates, order forms, permission slips and the children’s work. Please make sure that your child brings their folder to class and that you are checking it daily.

* The class will be doing a weekly journal or craft activity related to the theme we are studying. We will be putting these activities into the binder listed on the supply list and then returning it to you at the end of the year!

* Please send in an extra set of clothes for your child in a Ziploc bag with their name on the front.

* Full day students are required to nap. Please send the nap items in a reusable bag. We will send the nap items home to be washed bi-weekly. **Please remember to return the nap items the following Monday.**

* It is important that the students feel a sense of belonging in our classroom. We are asking that you send a 4 x 6 family picture that we can add to our family corner as soon as possible. The photos will be returned at the end of the school year.

·       Morning Arrival:  The parking lot door opens at 7:30. Please remain in your vehicle and a teacher will help escort your child inside. Please follow the MCES drop off procedures. Our class will wait in the main hallway until all the students arrive. We will walk to our classroom at 7:45.

* Dismissal: At the end of the school day (10:30 a.m./2:25 p.m.) we will bring the children outside the main doors and line up along the wall of the school or the church.

·       Half Day Preschool: Half day students are dismissed at 10:30. Please wait for us in the parking lot and encourage your child to remain on the wall and in line until they are dismissed. Once we have them lined up by the school or church wall, we will dismiss them one at a time to ensure their safety.

·       Full Day Preschool: Full day students are dismissed at 2:25. Please get into the car line for pick up and we will help load your child into the car. **Please pull ahead to a parking space to buckle your child in their seat.**  **We ask that you remain in your car and do not walk up to get your child so that we can help keep our children safe.** We love having our Catholic families bonding together after school, but we ask that you do so after we are done loading the children. (2:45 p.m.) Thank you for your help in keeping our children safe.

·       Fog/Weather Delays:  In the event of a Fog or Weather Delay, when school is delayed by 2 hours or more, the ½ day preschool students will not have class. The students enrolled in the full day option should arrive at school between 9:30-9:45.

·       Delays and school cancellations will be announced by MCES.  MCES follows Monroe Public Schools cancellation/delays.

**Snack/Lunch**

       **Snack:**

·       NO NUTS: We are aware of children within the school who have nut allergies. So please refrain from snacks with nuts, or have been processed in a nut environment.

·       Please pack a snack for your child every day.  We will have our snack around 9:30. Children will keep their snack in their lunchbox or backpack.

·       Please send in a refillable water bottle labeled with your student’s name. (Water only) **This water bottle will be sent home daily to be cleaned.**

**Lunch:**

Students who are enrolled in the Full Day Option for Preschool will eat in the gymnasium. Lunch aides and volunteers will be on hand to provide help to the students. Three Year Old Preschool will have lunch from 10:30-10:55. Four Year Old Preschool will have lunch from 11:00-11:25. See the MCES website to sign up as a lunch volunteer.

**Birthday Treats**

The health and safety of our Monroe Catholic School students is our top priority.  Due to the impact sugary snacks have on the health and behavior of our students, along with the sensitivity/severity of several types of allergies on both our

St. Michael and St. John Campuses, edible birthday treats cannot be given out at school this year.

Students that would like to bring in birthday treats for their classmates may share something that is non-edible such as pencils, stickers, small toys, etc.  Edible birthday treats have too much of an impact on our school day and will be sent home if they are sent to school.  We want our children to feel special on their big day but believe we can achieve this through non-edible treats and other special attention in their classroom.  Thank you for your cooperation, understanding and attention to this policy.

If your little one recently had an August birthday and would like to celebrate now just let me know, we don’t want anyone to miss their school birthday celebration!

**Positive Discipline**

We believe consistency and routine are very important in our classroom because it establishes a sense of security for the children.  Therefore, I will spend a lot of time the first few weeks establishing the class routine, discussing and clearly demonstrating the expected behavior in our room.  The classroom environment will be structured and nurturing, and the children will be expected to follow the rules and treat others with respect.

Our classroom management policy will focus on positive behavior and use the Disciple of Christ Education in Virtues program. The students will have individual sticker charts. Throughout the day they can receive stickers for positive behavior. If there is a behavior problem during the school day, I will send a note home in your child’s folder.

**Scholastic Books**

I will be sending home book orders from Scholastic.  This is a great way to begin or increase your child’s home library with excellent quality books at a reasonable price!  The books can be ordered online and they will be delivered to our room so I can send them home with your child.  I will send home more detailed information with the first order.

**Protecting God’s Children**

In preschool we love having family members involved in our classroom, but we need to make sure all of the children are protected. Anyone who would like to volunteer in the classroom, or attend field trips must take the *Protecting God’s Children* class. You will need to submit a copy of that completion form to the school before attending any trips, or volunteering.   Please visit the *Archdiocese of Detroit* webpage (www.aod.org) to register or find other dates the class is offered.

**Transportation Home**

If your child is going to childcare on different days, please note that on the Student Information sheet.  Please send me a note or email if there are any changes to these arrangements.

**Allergies**

This year we will explore our world using our five senses. It is important that we do so safely. Please complete the form on the Student Information sheet, making me aware of any and all allergies your child may have. The proper precautions will be taken.

**Preschool Shirts**

This year we will once again be getting class shirts. The order form will be sent home at a later date. Please consider ordering a shirt for your child. We will be wearing our shirts on gym days and field trips.

**Website**

**This information packet will be available for reference on my classroom page, on the school website.** [**www.mcesmonroe.com**](http://www.mcesmonroe.com/) **I will also update my website every Sunday evening with the classroom newsletter and any important events or information.**

**Our Daily Schedule**

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| --- | --- |
| Arrival | 7:30-7:45 |
| Morning Prayer Service in the classroom | 7:45-7:55 |
| Unpack | 7:55-8:00 |
| Morning Work/Table Activity | 8:00-8:10 |
| Circle Time(calendar, weather, counting, patterns, music and movement, story, and religion lesson) | 8:10-8:40 |
| Bathroom | 8:40-8:50 |
| Recess/Gym | 8:50-9:20 |
| Bathroom/Snack | 9:20-9:40 |
| Small Group/Centers | 9:40-10:20 |
| Clean Up/Morning Dismissal | 10:20-10:25 |
| Bathroom | 10:25-10:30 |
| Lunch | 10:30-10:55 |
| Recess/Bathroom | 10:55-11:30 |
| Story and Discussion  | 11:30-12:00 |
| Nap/Bathroom as they Wake Up | 12:00-1:30 |
| Recess | 1:30-1:45 |
| Mini Lesson/Centers | 1:45-2:10 |
| Clean Up/Pack Up | 2:10-2:25 |
| Go Home  | 2:25  |

·       Physical Education will take place on Friday. Please dress your child accordingly (gym shirt and gym shoes).

·       **Changes may be made to the schedule as the year progresses.**