

# Tiger Cubs Preschool Handbook 2021-2022



Learn to play. Play to learn.

**4-5 Year-Old Class**  
**(Monday/Wednesday/Friday half**  
**days and T/TH full days)**

Miss Amber  
amber.vogel@springfield.mntm.org  
(507) 723-4286

### **Mission Statement**

We are committed to creating educational experiences that increase your child's love of learning and nurture his/her cognitive, physical, and social/emotional development. We aim to accomplish this by developing strong relationships that develop trust, capture student strengths/interests, and build confidence.

### **Philosophy**

Our program is designed to allow children the opportunity to explore, play, cooperate with others, and work independently. This diverse environment promotes age-appropriate activities in the areas of language, literacy, math, arts, and movement; all of which nurture literate, lifelong learners. To support this philosophy, we encourage family involvement and community awareness. Your investments of time and energy help to build valuable connections and strong partnerships between home and school. We are committed to fostering a positive school culture focused on learning where all students find success and achieve at high levels. We look forward to sharing this vision with your child and family in the year ahead!

### **Staff**

A licensed early childhood teacher, along with a paraprofessional, staffs Tiger Cubs Preschool. Early Childhood Special Education staff also assists and co-teaches in the classroom.

### **Eligibility and Enrollment**

Children who are four-years-old by September 1<sup>st</sup> are eligible for the 4-5-year-old preschool classes. Registration is considered complete when the registration form and \$20.00 registration fee (credited to first month's tuition) is submitted to the school.

### **Class Days and Times**

The 4-5-year-old morning class meets Monday, Wednesday, and Fridays from 8:00 am to 11:00 am throughout the school year, while the afternoon class meets from 12:00 pm to 3:00 pm. There is also an option for your child to attend Tuesday and Thursday from 8:00 am to 3:00 pm. A calendar will be sent home from preschool monthly. Please watch this thoroughly as it will be helpful to your child's preschool schedule.

### **School Bus Transportation**

Our preschool program offers free in town transportation for preschoolers and allows preschoolers to ride the rural route buses. There will always be a paraprofessional that rides the mid-day in town preschool bus. There should be a form included in the packet if you choose to use this service, or let us know if you would like more information.

### Attendance/Tuition

Attendance is taken each class session. A daily fee of \$10.00 for a half day and \$20.00 for a full day will be calculated and billed to families on a monthly basis. This can be dropped off or sent in your child/ren's folder, or you can take it directly to the district office. Due to a generous grant from the Parent-Aware Five Star Foundation, families can qualify for free or reduced tuition based on income eligibility. If you are a family that qualifies for this opportunity, you will be contacted by the school's office staff.

### Drop-Off and Pick-Up

The district door (door closest to the preschool room) is the door you will use for drop off and pick up. **Morning Sessions** - The door will be open for you when you drop your child/ren off at 8:00 am. However, it will be locked at pick up time. You are welcome to wait outside the district door or sit in your vehicle and wait and we will bring the preschoolers out all at once at 11:00 am. **Afternoon Sessions** - The doors should be open for both drop off at 12:00 pm and pick up at 3:00 pm. Please wait outside the preschool door until I open it to dismiss the children. **It is asked that you not bring or send your child to school before 7:55 am (Morning session) or 11:55 am (afternoon session). It is also asked that you are not late for pick up; the early childhood staff has other responsibilities to be on time for.**

### Absences/Illness

Parents are asked to call (507) 723-4286 or e-mail ([amber.vogel@springfield.mntm.org](mailto:amber.vogel@springfield.mntm.org)) if their child will not be in school for any reason. **For the health of all children, please keep your child home from school if he/she has any of the following symptoms:**

1. Temperature of 100 degrees or over in the last 24 hours.
2. Vomiting or diarrhea in the last 24 hours.
3. Unknown rash or a rash that is disease related (until checked and okayed by physician).
4. Any contagious illness or disease - chicken pox, pink eye, streptococcal throat infection, head lice, etc.
5. Uncontrollable cough or runny nose

If your child becomes ill during the school day, you will be called and asked to pick up your child immediately. If you cannot be reached, we will call the emergency contact person(s) indicated on the emergency card.

### School Delays and Early Dismissal

In the event of inclement weather or other events that interfere with normal school operations and transportation procedures, the superintendent will call off school at the earliest possible time. **Please note that when school is delayed, the morning session of preschool will be cancelled. If we are dismissed early, someone will have to pick your child up at that time, or they will ride the bus to their normal drop-off location.** If you did not have a chance to sign up for the instant alert system, please let me know.

### Classroom Activities

Children learn best through play, and being actively involved in their environment. Children enrolled in the 4-5 year-old classes will have opportunities to participate in activities that will help them progress in their social, emotional, physical and cognitive development. Activities are created while keeping in mind that all children learn differently - at their own pace and with their own unique learning styles. Each class, the children will participate in large group activities (calendar, stories, music, etc.), individually chosen and directed learning centers (including dramatic play, blocks, writing, art, puzzles, games, math, language/pre-reading, science/discovery, sensory etc.), snack, sharing, small groups, and physical activities. Children will be introduced to a diversity of academic concepts in a variety of ways with intentions that each child will feel comfortable with school, their capability to learn, and their abilities to get along with others.

### Playground Time/Winter Months

We will utilize the school playground or the multi-purpose room each class day to encourage gross motor skills. For our Monday/Wednesday/Friday classes, unless the temperature is below 40 degrees or above 100 degrees (with heat index), we will be outside during the fall and spring. For our Tuesday/Thursday classes, unless the temperature is below 0 degrees or above 100 degrees, we will be outside and the preschoolers will need winter gear. In the event that we are not able to be outside, we will use the multi-purpose room for gym activities. **Snow boots can be worn to/from preschool in the winter, but then please send indoor shoes in your child/ren's school bag to be worn while at preschool.**

### Holidays

Holidays will be celebrated in our classroom as we see fit. Please note that religious aspects of holidays will not be discussed, as we are a part of the public school system. Please contact with me with further questions.

### Birthdays

If your child/ren wishes to bring treats for their birthdays, please let us know **1 class time before**. Please make sure it is a packaged and purchased snack that is not opened when brought to preschool. **Summer birthdays can be celebrated on a day picked by you and your child/ren.**

### Snacks

The school cafeteria will be providing milk (white or chocolate) along with a snack. **If your child has any food allergies, please let us know as soon as possible so accommodations can be made.** The kitchen is good at sending an alternative snack if necessary. Please contact me by phone, e-mail, or we can discuss this at drop off/pick up with further questions.

### **Clothing**

Children should wear comfortable clothing to school so that they will feel free to participate fully in all activities. Although we use washable paint and supplies whenever possible, some activities may be messy. Please consider this when dressing children for school. Children should be dressed appropriately for the weather as some daily activities may take place outdoors. In the winter, children who wear boots to school should bring shoes to change into once in the classroom. It is school district policy that hats/caps are not worn in the school building during school hours unless special permission is granted (e.g. medical needs, special event days). **Also, an extra set of clothes should be provided to keep in the classroom in case of spills or accidents.**

### **Toys from Home**

**We ask that all toys from home be left at home.** We do not want to be responsible for lost, broken, or stolen items. There may be exceptions to this rule at times, such as show and tell days, or if a toy/item can be used as a learning resource.

### **Parent Participation**

Tiger Cubs Preschool recognizes that parents are the first and most important teachers of their children; therefore, families enrolling their children in preschool are also encouraged to participate in Early Childhood Family Education (ECFE) and other parent involvement opportunities throughout the school year. There are a few days throughout the year that parents are allowed to come in and join us. These usually fall on our holiday parties, but more information will be given, as these dates get closer.

### **Conferences**

Parent-teacher conferences will be held twice a year, once in the fall and once in the spring. Notices regarding these will be sent home with the children. Parents will have the opportunity to discuss their children's social and academic development with the classroom teacher. Parents are also welcome to contact the teacher regarding any questions or concerns they may have throughout the year.

### **Vaccines and Shot Record**

A record of your child/ren vaccines or shots is not needed until they are enrolled in kindergarten.

### **Required Forms**

This is a list of the forms found in the preschool packet that need to be mailed back or returned at open house:

- Emergency Card
- Picture of your child
- Getting to know your child form
- Transportation form
- Signed Handbook Slip



# **Tiger Cubs Preschool Handbook 2021-2022**

## **4-5 Year-Old Class**

**Preschooler's Name:** \_\_\_\_\_

**Session (circle):**      **Morning**                      **Afternoon**

**I have read the entirety of the Tiger Cubs  
Preschool Handbook for the 4-5 year-old  
classroom and will use this as a resource  
throughout the school year.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_