

Linsford Park School Kindergarten Handbook



LINSFORD PARK KINDERGARTEN

Principal: Mrs. Ann Oppermann

Teachers: Mrs. Joline Huisman & Mrs. Emmerzael (Tuesdays)

School Secretaries: Mrs. Lee-Anne Plican & Mrs. Hammer

Class time: 8:35-3:15

School Address: 4502 - 51 Street

School Phone: 986-8474

Basic Goals of Kindergarten

The kindergarten program is based on the philosophy, goals, and program dimensions outlined in the Early Childhood Services handbook prepared by the Department of Education. It is the goal of the kindergarten program to provide meaningful learning experiences to enhance development of the total child which would include social, spiritual, intellectual, emotional, creative and physical development. Each child will be encouraged to realize that they are special and will be loved unconditionally and thereby help to develop a positive self-concept and genuine love for learning. The program facilitates skills and concepts in preparation for Grade One.

Program Dimensions

Physical Development: gross motor or large muscle skills (running, jumping, climbing); perceptual motor skills (spatial, directional, temporal, and sensory awareness); fundamental movement abilities (coordination, balance and stability, locomotion, rhythm); awareness of body's physical needs (nutritious foods, rest, exercise, hygiene).

Social Development: encourage social interaction among children and adults; encourage social development of young children (large and small group activities that invite social -interaction); cooperate and share; respect people and property; demonstrate good manners; be honest.

Emotional Development: recognize, accept, and express feelings; cope with frustration; make decisions; develop initiative; develop awareness and respect for the feeling of others; gain confidence; continue developing a positive self-image.

Intellectual Development: develop positive feelings toward learning; allow time for children to select, plan, and organize their own learning activities; develop curiosity; follow directions; develop observation skills through use of the five senses; classify objects; compare objects; arrange things in order; measure; pair; develop concepts related to number, space, and time; develop questioning and problem solving skills; develop language skills; develop listening skills; develop awareness of the role of print, non-print, and electronic media as means of communicating and storing information; develop beginning computer awareness skills.

Creative Development: develop the ability to use past experience to generate new ideas or new combinations of ideas. It is basic to all creative self-expression and creative problem solving and is indicated by:

- a) using imagination and materials in novel and unusual ways
- b) giving more than one answer to a question
- c) finding more than one solution to a problem. Here, in a little more detail, are some intellectual skills that the children will start to learn.

Pre-reading Skills: learn about calendars, labels; browse in books; draw and name pictures; draw pictures and tell stories to go with the picture; understand left to right, top to bottom direction of print; print name and other meaningful words; learn to identify and print the alphabet, letter sounds and some sight words.

Number Skills: counting; match numeral to sets; identification and formation of numerals; greater than, less than, equal to; measuring weight, length, temperature; ordinal counting; introduction to the concepts of addition and subtraction.

Listening Skills (auditory discrimination): rhyming words; beginning and ending sounds; distinguish differences in sounds - volume, pitch, tempo; increase attention span; contribute to discussions; answer questions; follow instructions; beginning music skills and awareness.

Visual Discrimination: progress from left to right, top to bottom; perceive similarities and differences in pictures, colours, shapes, sizes, letters, and numbers; sorting and patterning

Speaking Skills: use correct grammar; speak in sentences; learn new vocabulary; speak in front of others comfortably; speak in a voice appropriate to the environment (i.e. classroom or playground).

Sensory Skills: describe likenesses and differences in smells, sounds, taste, temperature, and texture.

Science Skills: learn about plants, animals, weather, space; do simple science experiments; observe changes around us.

Literature (stories, poems, finger plays), arts and crafts, music (listening to, singing rhythm instruments), and field trips are also part of the kindergarten program.

Christian Program Spiritual Development: during Chapel times sing Bible songs; listen to and discuss Bible stories; in class encourage children to ask 'what would Jesus do' in given situations; to develop confidence when praying/talking to Jesus both quietly and out loud.

Parent Involvement

Parent involvement in their children's educational program provides many benefits for the child, the parent, and the educational program. Parents are the child's first teachers and an important part of their child's educational career. In the kindergarten setting, parents can assist the teacher and class in many activities including working with individual or small groups of children and by assisting with the preparation of classroom materials (i.e. assembling booklets, gluing, cutting, etc.) during their roster days.

Roster Days

Roster days are opportunities for you to come in and be with you child during their school day and see what they are learning as well as participate in their learning. Please sign up for roster days from September to January on the calendars posted on the parent board outside the kindergarten classroom. Roster calendars for February to June will be on display in December. If you cannot attend a scheduled roster day, please make other arrangements by calling another parent. Please note that other **adults** are also welcome to roster (i.e. friends, grandparents, family members, etc.). Roster times are as follows: **8:35 - 11:55 a.m. or 12:20 - 3:15 p.m.**

Volunteer Positions

There are other ways that you can be involved in our kindergarten class. The following volunteer duties are available. If you are able to assist in any of these duties, please sign up on our parent board outside the classroom.

1. **Roster Coordinator** - ensures that all mornings and afternoons are filled with a roster parent prior to the beginning of each month, accepts calls from parents who are willing to fill a roster day, and submits an up-to-date roster schedule to teacher prior to month end.
Please Note: It is NOT the responsibility of the roster coordinator to find a substitute for a parent who is unable to roster on their scheduled day!
2. **Floater Roster Parent** - parents who are able to be called to fill extra roster days
3. **Play dough Parents** - two parents are required to make play dough for the class from **September to January** or from **February to June**. All instructions and ingredients will be included in a large bin provided by the kindergarten.
4. **Prep Parent** - one or two parents who are available throughout the year to help with preparing various classroom materials used in class assignments (i.e. Cutting, stapling, assembly, etc.) in the comfort of your own home.

Themes

The over-all theme for Kindergarten is "Me and My World." Your child will learn about himself or herself and aspects of their world, as they relate to or interest him/her. Please see the attached page of themes we will study this year. Daily activities are planned around a theme, usually one or two weeks in duration. For example, the type of activities relating to the theme of Fall: fall stories, songs and videos, creative movement, fall leaves number book, dot to dot pictures, clay/play dough fall toys, puzzles, digging for fall items in the rice table, fall colour books, etc. Our monthly newsletters and monthly calendar outlines the themes and special events, skills and concepts for each month.

Daily Schedule

Arrival

The morning bell rings at **8:35** at which time the children will come in to get ready for the day through the south-east doors.

Opening Activities

Opening activities include singing "O Canada", morning announcements, attendance, milk order & popcorn order, review of job chart, and smart board calendar activities.

Gym

During this time, the children will experience a variety of activities focused on physical development (i.e. gross motor skills) and social development (i.e. sportsmanship). Gym time also provides the children an opportunity to move their bodies to help get their brains for learning.

Snack

Approximately mid-morning the children will be having a snack time. No snack time will be set aside in the afternoon. In keeping with our school healthy living initiatives, **PLEASE send nutritious snacks only like: veggies, fruit, yoghurt, cheese/meat pcs, crackers, etc.** Please **DO NOT** send food high in sugar like: candy, chips, pop, sugary food or other junk food.

Learning Centers

Daily the children will complete various table activities related to the theme that we are studying at the time, usually 2 or 3 throughout the day. These will have a language, math, science or art related focus. Each child will spend time with myself or other adult in the classroom.

Activity Centers

In addition to activities relating to a specific theme, children will have time to play at different activity centers. These centers are areas of the room set up specifically for certain activities such as: blocks, puzzles, reading, writing, rice, sand, water, painting, listening, housekeeping, play dough, fine motor activities (games, threading, colouring), building blocks and other small manipulatives.

1. Provide children with an opportunity to learn through their senses.
2. Encourage growth in oral language as children interact with materials, their peers and an adult (teacher, assistant or roster parent).
3. Provide children with an opportunity to develop social skills and confidence.
4. Attempt to enlarge and strengthen concepts.

Lunch Time

Lunch break is from 11:35-11:50 p.m. Typically the Kindergartners bring a lunch to school to be eaten at this time, however, if you wish you can make arrangements for your child to go home for lunch. Please inform us if you are planning to take your child out of the school during the lunch break or if they will be going home for lunch. The children are supervised in the class while they are eating. Our school offers a Milk Program and a monthly Popcorn Program as well. (more information will be sent home in our newsletter), both can be purchased online. When the children are running low we send out renewal slips.

Recess

The kindergartners will have their recess time on the playground from 11:55 until 12:20 with the rest of the school. The children are supervised by school staff during this time. All children are expected to go outside at lunch recess. Please ensure that your child has appropriate clothing for the weather (i.e. coats or sweaters for cool days; winter coat and snow pants, mittens and boots in winter).

Library

Once a week the children will go to our library where the librarian will give them a variety of experiences with books. The kindergartners will learn proper library etiquette as well as how to care for books. The librarian will read them a story often seasonal or theme-related. Then the children will be able to check out two books to take home for a week. These books are to be returned the following week before new books can be checked out.

Animated Alphabet

Our kindergarten literacy program is called **Animated Alphabet**. The program promotes a fun and active approach to learning letters and letter sounds. The letters and sounds are presented through a story or a skit as well as an action that will help them remember the sound of each letter. The Animated Alphabet program begins in early November to allow time for the children strengthen their fine motor skills for the printing. As we learn more letters, the children will begin to start blending sounds together into simple words. Each child will bring home their Animated Alphabet envelopes weekly which will include some homework to complete. The Animated Alphabet envelopes are expected to be return by the first day of the week so new letters can be place in the envelopes.

Closing Activities

We have an open-door policy in our Kindergarten class. Parents are welcome to come into the class at any time, but we ask that between 3:00 - 3:15 parents arriving to pick up their children remain outside the class so we can prepare the children for the end of the day. This prevents congestion

as the children are filling their backpacks and putting on their outside clothing in order to return home. Thank you for your assistance in this matter. If you have to pick up your child early, (i.e. doctor's appointments, etc.) please inform us at the beginning of the day so that we will make every effort to have your child ready to go. At the end of the day, one of classroom staff will take the bus children to meet their specific bus. If your child is a bus student and **WILL NOT** be riding the bus on any specific day please **NOTIFY US BY WRITTEN NOTE OR EMAIL OR PHONE CALL TO THE OFFICE**; otherwise your child will be brought to their bus at the normal time. All the other children will be dismissed to their parents when the bell rings. If your child is going home with someone else please **NOTIFY US BY WRITTEN NOTE OR EMAIL OR PHONE CALL TO THE OFFICE**.

Special Activities

Paddington Bear's Visit Journal

Throughout the year each child will be able to take home our traveling bear, Paddington. Each child will have an opportunity to share what Paddington Bear did with them on his visit to the child's home by making an entry in Paddington Bear's Travel Journal. Instructions will be sent along with Paddington in his bag. The goal of this program is for the children to help children associate print with the spoken word that they have dictated.

Surprise Bag

Throughout the year each child will be able to take home the Surprise bag several times. The goal is to develop listening skills and question and answer skills as well provide opportunities to develop descriptive vocabulary and curiosity about unfamiliar objects. At home, children will place an object inside the bag to match the first clue listed on the clue sheet. We encourage the children to find objects other than just toys. With parental assistance three other clues can be recorded about the object on the form provided. I help the children read the clues to the class and the children get to guess. The item will be sent home at the end of the day and another child will be given the surprise bag.

Star Student

Each week starting in mid-October a child will be chosen to be our weekly Star Student. Each child will take part in an interview during which we will be asking them about themselves (i.e. their families and their favourite things). They will also have an opportunity to have a special time with our Principal, Mrs. Oppermann. Prior to your child's special week, they will bring home a poster board to decorate with photographs, etc. about themselves and their family.

Buddy Program

Each year the kindergartners are paired up with students in the Grade 6 class. The children meet with their buddy for a special activity several times throughout the year. We have found this to be a very rewarding experience for both the Kindergarten and Grade 6 students as it bridges the gap between the oldest and youngest students in the school.

Christian Program

Children registered in our Christian program will be attending scheduled chapel times throughout the year on Tuesday afternoons during the last period of the day. They will also complete various learning centers modified to fit with Christianity (ie. I Am Special books include Bible verses, Christian theme during Christmas).

Home Reading Programs

We will have two home reading programs that the children will be participating in throughout the year. The goal of the following programs is to promote literacy in the home.

"I'm A Bookworm" Program - This program is designed to provide your children opportunity to gain exposure to books by listening to stories that are read aloud at home. The books used for this program can be from the public and/or school libraries as well as your own home collection. Recording sheets will be sent home to list the books your child has experienced. These lists can be returned to school to redeem for small prizes from our treasure box as well as an opportunity to help our classroom bookworm grow.

"I'm A Reader" Program - This program is designed to provide your children opportunity to develop emergent reading skills through exposure to simple readers. This program will begin in January since the children will have gained some early reading strategies from our Animated Alphabet program and classroom instruction. The children will bring home a simple reader from our classroom collection to read at home with or without parental assistance depending on their individual abilities. Books and recording sheets must be returned to class in order to receive new books. Prizes will also be rewarded at completion of reading ten books.

Special Day Parties

We will have several special parties throughout the year. During the "**Glad To Be Me**", "**Pizza Day**", "**Christmas**", "**Valentine's Day**", and "**Spring To Life**" parties we also organize a special party lunch. Please see the sheet on the parent board to sign up for at least one party item this year. We have our party food during the lunch break on the party day. A note is sent home before the party to remind you of what you volunteered to bring for lunch.

Assessments/Report Cards/Student-led Conferences

Informal assessment of each student is completed throughout the school year using observations and anecdotal records. Each child in our district is also assessed using the EYE (Early Years Evaluation) in late September - early October. The results of this assessment will be made known to you by early November. In preparation for sending home report cards in January and June, formal assessment of each child's progress is completed individually.

Student-led conferences take the place of formal parent/teacher interviews. There will be one student-led conference in November and one in January. As the name suggests, each student will lead their parents through a variety of activities so that they can see firsthand their child's progress in the kindergarten program. Formal interviews may be set at parent or teacher request.

Kindergarten Field Trips

We will be going on a variety of field trips during the school year. It is District wide policy that a field trip permission form be filled out each time we leave the school grounds. **These forms will only be available online when the field trips happen. All field trip permission forms MUST be completed online in order for your child to accompany us on the field trip.** The cost of our field trips is paid through the Kindergarten fees. On occasion, we may also participate in a school wide field trip which may require an extra fee not paid by the Kindergarten fees. We encourage parent involvement with our field trips; however, the number of parents that can accompany us on our field trips depends on the type of field trip and varies according to parent/child ratios permitted by the organization.

Kindergarten Fees

Kindergarten memory books are made available for each child at a cost of **\$15** fee per student. The memory book is filled with photos of your child throughout the year highlighting special occasions and field trips and other memorable events as well as various special projects they will have worked on throughout the year. The book is presented to your child at our year-end celebration. Memory books will be created **ONLY** for the children who have returned a signed form that will be sent out on the staggered entry days. Kindergarten fees and memory book fees are to be paid **ONLINE** and are due by **September 30**.

Classroom Information

Each month a newsletter is sent out to inform you of our monthly themes, special activities (ie. field trips, party lunch time, etc). These will be sent via email. In our effort to be more environmentally responsible, paper copies will be supplied only upon request. Updates and reminders about upcoming events will also be sent via email, so please remember to check your email regularly.

Reminders

1. Please equip your child with a large backpack to bring to school each day.
2. If your child has missed class for several days, you should contact the teacher to catch up on any news which could affect your child's first day back.
3. Encourage your child to gain independence and praise their efforts.
4. Play clothes are the most suitable for the often-messy kindergarten activities.
5. Donate things that the kindergarten could use - "fancy" old clothes suitable for kindergarten children, purses, jewelry, old cell phones. Occasionally I may also request other items from home for specific crafts.

Rules

1. Attendance is taken at the start of each class, 8:35 a.m. All students (grades K-6) are required to check in at the office if they come to school after that time.
2. Please phone the school if your child will be absent from school. If your child is absent at the start of class and you have not called the office, you will be phoned by the school's automated system to confirm your child's whereabouts. ****This service is to help protect your child****
3. No other pre-school children may be brought to kindergarten on your roster days or on field trips.
4. **LABEL ALL PERSONAL ITEMS** that your child brings to school - coats, boots, and shoes, hats. This is especially important during the winter as the children often have the same kind of winter gear and it is quite difficult to keep them separate if not labeled.
5. Children should arrive on time for the start of each class (the first bell rings at 8:35 a.m.). If you must drop off your child at school before class starts, please accompany him/her to the classroom.
6. Children **WILL NOT** be allowed to go home with someone else's parent unless **PRIOR PERMISSION** has been given to me from the parents **BY WRITTEN NOTE, EMAIL OR PHONE CALL TO THE OFFICE.**
7. Play guns, electronic toys from home **ARE NOT PERMITTED** at school. To prevent problems of broken or lost toys, children are encouraged to leave all other toys at home as well, unless they are coming for a special time of sharing (ie. for Star Student)

We are looking forward to working with you and your children this year. If, at any time, you have a question or concern, please feel free to discuss it with us.

Mrs. Joline Huisman & Mrs. Emmerzael