

Little Lambs Christian Preschool



Family Handbook

Located within Immanuel Lutheran Church
20 Rocky Mountain Blvd West
Lethbridge, AB T1K 8E1
Phone: 403-892-6627
Email: preschool@littlelambspreschool.ca
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Jesus said, "Let the little children come to me,
and do not hinder them, for the kingdom
of Heaven belongs to such as these."

Matthew 19:14

Little Lambs Christian Preschool is a Ministry of Immanuel Lutheran Church. It is our desire to meet the children's spiritual, physical, social, intellectual, creative, and emotional needs in a Christ-centered, safe and loving environment.

The Christian environment provided by our preschool is committed to filling the goals of quality Early Childhood Education. The program will provide a nurturing atmosphere that offers a thematic approach to learning to play. Play is an opportunity for children interact with their peers, learn language and social skills and develop friendships.

The children experience art, small manipulatives, science dramatic play, sensory play, self-regulation, blocks, puzzles etc.

Children engage with each other and staff to learn, ask questions, explore & discover. Positive Child Guidance is used to encourage children to make choices that help them grow in to be helpful & kind friends.

Admission

- The child must be 3 years old before enrolling
- Must be toilet trained.
- Registration is open to returning from families first starting the first day back in January. Public registration forms will be accepted after our Open House which is usually the first week in February. Once class is full, a waiting list will be started.

Registration

- Registration fee of \$50 per child at time of registration. (non-refundable)
- Consumable fee of \$50 per child at time of registration (refundable)
- 2 days/week - \$110.00/month
- 3 days/week - \$140.00/month
- 4 days/week - \$180.00/month

Cheques/ Etransfers

- 10 post-dated monthly tuition cheques dated for the 1st of each month: September – June
- Etransfers due on or before the first of each month to admin@immanuel.lutheran.ca
- 1 non-refundable Registration Fee cheque or Etransfer for \$50.00
- 1 consumable fee cheque or Etransfer for \$50.00
- There is a charge for any NSF cheque
- Tuition is non-refundable for absences or holidays
- ONE MONTH written notice is required for early withdrawal. Failure to provide notification will result in forfeit of one-month tuition fee. There will be no refund of tuition for withdrawals after April 1.

Daily Routine

Class Times: AM Class 9:00AM – 11:30AM

PM Class 12:45PM- 3:15PM

Daily Routine will include

- Greeting at the door
- Self-selected play
- Gather time (Bible, Prayer, “Lesson”, Share)
- Snack
- Self-Regulation Practice
- Gross Motor
- Goodbye

Self-Selected Activities

Free access to all centres and materials.

Arts – painting, cut and paste and paper activities.

Manipulative /Fine Motor– activities with puzzles, board games, fine motor activities, small blocks, lacing, sorting.

Dramatic Play Centre - provides imaginative play, allows for role-playing, and changes along with weekly/monthly instruction plans

Sensory – hands-on sensory activity. Including water play, general play.

Literary & Self-Regulation - allows children the opportunity to look at books in a quiet part of the classroom.

Science/Math Exploring - children can investigate their surroundings using different tools to measure, weigh or observe their environment or class topic.

Music

Children will participate in a variety of carpet songs, bible songs, and action songs.

Clean-Up

Children are responsible for putting away toys, gym equipment and other materials under the assistance of the teacher and assistant.

Gather

Group activity, teacher directed. Group discussion regarding Bible story

Snack

Allows children to be seated together which will encourage conversation and skills builds on their social development.

Self-Regulation Practice

Children are encouraged to take time as a group and practice strategies that support their emotional growth.

Gross Motor

Mix of planned games, and free play to develop large muscle control.

Goodbye

Taking time to end the day and reflect on our growth.

Snacks

- Children will bring own snack and beverage (water/juice) each day, in an individual lunch kit labelled with his/her name.
- Parents are encouraged to send healthy snacks that use a variety of the food groups, based on Canada's Food Guide. Can be made available for Families.
- Effort will be made to schedule a child's special day on or near that child's birthday, and on that day, a child may bring a special snack to share with the class.
- Parent's will be provided with a list of all food that is not permitted and a list of food allergies in the class.
- Please do NOT send **peanut or nut** products into our school ~ read labels carefully.
- Inform school if your child develops an allergy so that we can accommodate and add that child to the allergy list.
- 'Back-up' snacks will be kept at the school, for use in the event a child/parent does not bring a snack that day
- No hard candies, gum, seeds, caramels/toffee, or jellybeans.
- Please do NOT send snack on skewers or toothpicks.

Positive Guidance

All efforts to resolve any tricky behaviors will be made into teachable moments, self-regulation guidance- and working alongside with the family.

When a disagreement between children occurs, they will be encouraged to work through the situation using their words with minimal intervention from the teaching staff. A staff member will assist the children in understanding how to move forward in a healthy friendship.

Use of Self-Regulation strategies is encouraged.

Working on forgiveness is part of repairing tricky moments.

Arrival and Pick Up

- Please accompany your child into the building each day.
- Leave soiled shoes or winter boots at the entrance to the church on designated mats.
- Help them hang up their coats and backpacks under labeled coat hook.
- Assist child in putting on their indoor running shoes (to be left at the school).

Accidents

Staff of the Little Lambs Preschool have valid First Aid in Child Care. It is not possible to prevent all accidents. If a child incurs an injury while in the program, staff will survey the situation and decide to proceed with one of the three first aid treatments.

Minor Injuries (scratches, minor cuts, bumps)	Staff will provide first aid to child. An accident report will be completed by the teacher and signed by the parent at the time of pickup. Report will be kept on file.
Injury requiring immediate medical attention, but non-life threatening	Staff will provide initial first aid and comfort the child until the parents can be contacted and arrive at the school. If neither parent can be reached, the emergency contacts will be called.
Life threatening injury	An ambulance will be called and the teacher will accompany child to the hospital. Parents will be contacted and will proceed to hospital. If neither parent can be reached, emergency contacts will be called.

Emergency Procedures

Fire drills and safety procedures will be taught to the children and practiced throughout the school year to ensure appropriate procedures for evacuating the building.

When the fire alarm is heard:

1. Children form a line at the classroom door.
2. Teacher collects the attendance book.
3. The children will follow the teacher and exit the building through the doors of the North end. If that exit is blocked, the group will proceed to one of the other 2 exits upstairs and head to the East side of the church.
4. Classroom Assistant will check play areas, centers, washrooms, turn off lights and then follow the class.
5. Class will proceed to designated meeting area where attendance is taken.
6. Class will return to the building once permission has been granted by the appropriate authorities.
7. If children are unable to return to class, they will proceed to:

Dr. Gerald B Probe School
120 Rocky Mountain Blvd West
Phone # 403-381-3103

Parents will be contacted to pick up their child at this location

Family Involvement

It is an “open-door” program, and we encourage families to join our class and assist in any way they can. You may join us on any day that your child attends. You’re welcome to stay and watch the class or feel free to participate in classroom activities.

There are opportunities throughout the year to celebrate the love we have for families. These events will be communicated to families in the Newsletter/Emails/and Facebook Group. (e.g., Family Stay & Play. Mother’s & Father’s Day etc.)

School Calendar

We will observe the following holidays:

Labour Day, National Day for Truth & Reconciliation, Thanksgiving Day, Remembrance Day, Christmas Holidays, Family Day, Family Week, Good Friday, Easter Monday, Victoria Day as well as Lethbridge School Division PD Days (At Advisory Committee’s Discretion)

School calendar will be provided during the first week of School.