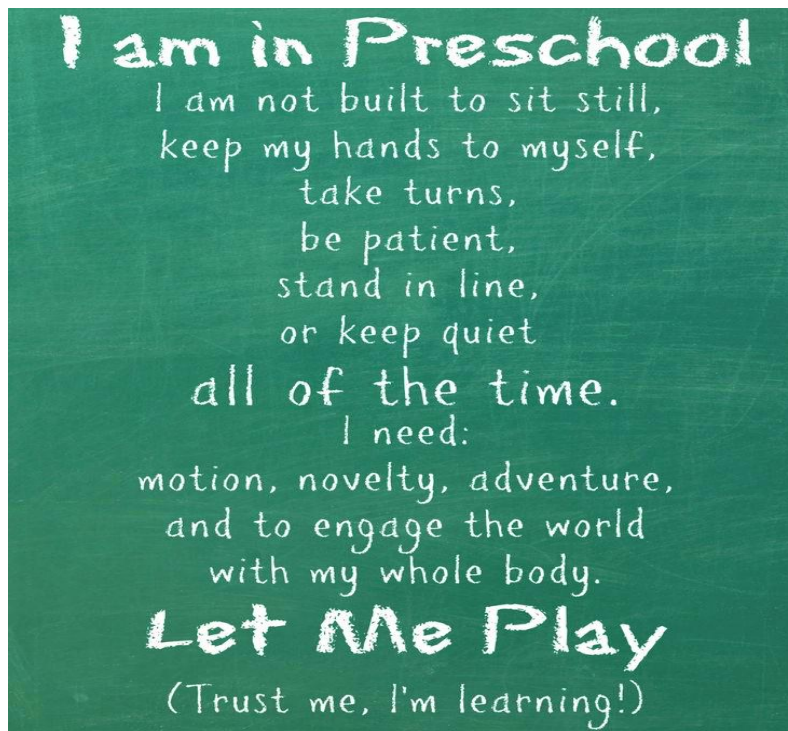


The Preschool Room Orientation Package



Welcome

Welcome to the preschool room; together, we will embrace a new step in your child's life. In the preschool room, children have opportunities to explore and experiment in order to discover new things about themselves, others, and the world they live in. We are pleased to be a part of these new experiences. This package will provide you with more information about the preschool room. If you have any questions about your child, please speak with any of the preschool teachers.



Programming

We begin our morning outside in the preschool playground where we will remain, weather permitting, until around 9:00 AM. If the weather does not permit (rain, high humidex, etc.) we will spend the morning indoors. The preschoolers then have the opportunity to have AM snack if desired and can engage in free play. Please note that breakfast should be had at home prior to coming to daycare as snack is optional with this age group. Once snack is finished, we all help to tidy up and have our circle time, during which the children have the opportunity to listen to stories or share stories of their own, listen to songs, play games, and share information about their interests. These conversations help the teachers build upon these interests through planned and spontaneous activities. Afterwards, the children are encouraged to participate in various spontaneous and planned activities which the teachers facilitate based upon the children's interests. The daily schedule can change at anytime based on the group's dynamics.

The ELECT Document/How Does Learning Happen?

The **ELECT** Document is a tool that we use when we are programming for the children in the classroom. This tool has five different domains: **SOCIAL, EMOTIONAL, COMMUNICATION, COGNITIVE, and PHYSICAL**. Each age group has their own version of the document that detail developmentally appropriate skills at different ages, and each planned learning opportunity targets one or more skills outlined in the document. If you're interested in learning more, please feel free to visit <https://www.dufferincounty.ca/sites/default/files/rtb/Excerpts-from-Early-Learning-for-Every-Child-Today.pdf>.



How Does Learning Happen? is an additional document that outlines the optimal conditions for learning in 4 quadrants: **ENGAGEMENT, EXPRESSION, BELONGING, AND WELL-BEING**. In our program, we strive to ensure that each child has ample opportunities to express their feelings and ideas, engage in learning opportunities that support their wonder and curiosity, eat healthy meals and spend time in active play, and contribute meaningfully to their classroom community and broader world.

The Lillio Program

The Lillio program allows teachers to input daily information for each child using a tablet. This program also allows us to send photos in real time, so that parents are able to see what their child is doing in the classroom. Parents receive a daily report once the child is checked out of the classroom at the end of the day. It will include information about meals, washroom routines, daily activities (these can be photos too), sleep times, health concerns, injuries or incidents, and supplies needed. We enjoy using the program as it is a great way to share with you what your child does throughout the day. If you would like more information about HiMama, please feel free to visit their website at lillio.com.

Medication

Medication that does not require refrigeration is kept in a locked box in the preschool room bathroom. The key is kept next to the corkboard. Medication that needs to be refrigerated is kept in the kitchen fridge in a locked box. The key is kept on the fridge door. Please be sure to fill out the Medication Form in detail and inform the teachers of how the medication is intended to be administered. The form will be posted within the room. As a reminder, we are not allowed to administer over the counter drugs without a consent form e.g. Tylenol, Advil etc.

Cubbies

Outside the preschool room the children are provided with a cubby to keep their belongings in.

A basket is provided to keep extra sets of **seasonal clothing**. In the extra set please include: underwear, socks, pants, T-shirt, sweater and shorts. Please label all articles of clothing. Dirty clothes will be placed in a labelled plastic bag on top of your child's cubby to be taken home and washed. If we notice your child is in need of supplies (diapers, clothing etc.) we will inform you through HiMama. Thank you for your co-operation.

Rest Time

The preschoolers are required to sleep or rest either in the gross motor room or in the classroom. Sleep or rest time is from 12:45 PM - 2:15 PM. If children are not asleep by 1:45 p.m. they are able to get up and do quiet activities in the preschool room. The children sleeping will be woken up at 2:15 PM. The blanket which you provide every Monday morning for your child will be returned every Friday for washing (or laundered at the centre during COVID/Outbreak).

Outdoor Time

Outdoor time is two hours or more per day for all age groups; the only times we do not go out are when there is rain, heat, smog alert and high wind chill factors. The preschoolers are expected to dress appropriately for hot summer weather and cold winter days. Outdoor time provides the children with opportunities to participate in child-directed games, get fresh air, and develop many skills (gross motor coordination, balance, social skills, independence, and imaginative play). Outdoor time is flexible and subject to change according to the weather and the children's needs.

Birthdays

Many parents enjoy having their children celebrate their birthdays at N'sheemaehn. If you wish to do so please provide us with one box of **Betty Crocker** cake mix and a container of **Betty Crocker** frosting (optional) as this is a product that contains no nuts. The children will prepare the cake/cupcakes with their friends as an activity in the morning in order to celebrate with their class during afternoon snack. We would appreciate it if you could inform a preschool teacher on which date you would like to celebrate.



Allergy and Anaphylactic Policy

In order to protect children with allergies, N'sheemaehn has developed a policy of preventative practices to promote health and safety and to meet children's needs. Please refer to the posted allergy form located in each classroom and on the front foyer bulletin board.

Safe Arrival Policy

When a child is absent, or care instructions change:

1. When a child will not be attending child care PARENTS/GUARDIANS must:
 - Contact the centre by 10:00 a.m. Parents can send a message through Lillio (formerly Himama). Messages must include:
 - absent child's name
 - date(s) of absence and
 - reason for absence
 - If there are any changes to the child's pick-up procedure it is the parent/guardian's responsibility to communicate this to the child care staff (i.e., someone other than the parent/guardian picking up), through Lillio.
 - Where there are legal custody documents, it is the responsibility of the main caregiver to provide us with a copy of the documents which we will keep on file and follow release of the child/ren accordingly.

Any Questions, Concerns or Comments

The Preschool teachers work as a team, and we are always available to talk, give suggestions or help with whatever we can. We will ensure that information be shared amongst each other. Usually there is a Preschool teacher in at 8:00 a.m. daily and another should be here until 5:30 p.m.

Attached is a copy of the Preschool daily routine. Please go through it so that you get familiarized with your child's new schedule.

Sincerely,

Preschool Room R.E.C.E. Teachers

N'Sheemaehn Child Care Centre



N'Sheemaehn Childcare Centre

Preschool Daily Schedule (Example)

Spring Summer Fall Winter

7:30-9:00 AM	Drop Off/Outdoor Play-Weather permitting Alternatively-Gross motor room
9:00-9:40 AM	Undress/Put on shoes/Washroom Routine/AM snack/Conversations/Free Play
9:40-9:50 AM	Clean Up AM snack/Wash Hands and Face/Tidy Up
9:50-10:15 AM	Group Circle Time: Story, Conversations, Listening to Songs, etc.
10:15-11:45 AM	Free Play/Programmed Activities/Washroom Routine
11:45 AM - 12:00 PM	Tidy Up/Transition Activity
12:00-12:45 PM	Lunch/Conversations/Washroom (if needed)/Wash hands & face.
12:45-2:15 PM	Rest Time: children who wake before others or do not nap can do the early riser activity at 1:45 pm.
2:15 PM	Wake Up/Washroom Routine/Free Play/Programmed Activities.
2:50-3:00 PM	Tidy Up Time
3:00-3:30 PM	Afternoon Snack/Conversations/Wash hand & face
3:30-3:45 PM	Tidy Up/Washroom Routine/Transition Activity
3:45-4:00 PM	Getting Dressed for Outdoor Play-Weather permitting Alternatively-Gross motor room
4:00-5:00 PM	Outdoor Play/Pick Up
5:00-6:00 PM	Transition indoors/toilet routine/late snack/pick up

Inclement Weather/Unable to use playground:

*Drop off/pick up will be indoors.

*Children will go for a walk around the Campus at 10:30 am and or 3:45 pm weather permitting.

*Indoor gross motor activity will be provided in the classroom or gross motor if unable to go outdoors

Checklist for the First Day:

- ☐ Blanket-To be kept and laundered at Centre
- ☐ Extra clothes (at least 2 complete seasonal sets)-In a back pack or bag that can be wiped done
- ☐ Indoor shoes to be kept at the Centre/Outdoor Shoes that will travel back and forth
- ☐ Diapers-If child is not toilet trained
- ☐ Labeled water bottle to remain at Centre-Washed daily
- ☐ Clothing for outdoor play (suitable for the weather)
- ☐ Completed registration package with medical form or copy of child's immunization record + Looksee checklist
- ☐ Labelled bottle of sunscreen (seasonal) if opting out of what the centre provides
- ☐ Six post-dated cheques for monthly fees if subsidized and/or not wanting to enroll in Preauthorized Debit option