



Pre-Cam Community School

Bag Service #7400, La Ronge, SK, S0J 1L0
Telephone: (306) 425-2226
Fax: (306) 425-3054
precam@nlsd113.ca
www.precam.ca

Pre-Cam Community School

Prekindergarten Program

PARENT HANDBOOK

August 2023

Principal's Message

Dear Families,

Welcome to Pre-Cam Community School and our Prekindergarten Program! We are thrilled to have you and provide the highest quality education for all our students. Our focus extends beyond academics; we are committed to creating a safe and nurturing environment that fosters the development of your child's personal character traits, such as respect and responsibility.

Open and effective communication is a priority at Pre-Cam. We ensure that you stay informed through our weekly school newsletter, our school website (precam.ca), and our Pre-Cam Facebook page. To further enhance communication, Pre-K teachers will provide you with monthly updates on events and activities.

We strongly encourage parents to actively engage in our Pre-Cam School Community Council (SCC). We firmly believe that it takes a community to raise a child, and we welcome your involvement in our school to help us create a successful educational experience for every child. When families actively participate in their child's learning journey, their chances of success increase significantly.

At Pre-Cam Community School, our mission is to empower our children in a warm and inclusive community that offers rich cultural and educational experiences. We embrace and value our students, staff, and community, ensuring that everyone is respected and accepted. I am excited to collaborate with all of you and wish you a year filled with accomplishments and triumphs!

R. Kuppenbender
Principal

Mission

Pre-Cam's Mission is *“To empower our children in a welcoming community filled with rich cultural and educational experiences.”*

Vision

Prekindergarten in Saskatchewan incorporates a comprehensive range of effective educational practices to support young children's total development and to lay the foundation for school success and lifelong learning. It provides a holistic, responsive, developmentally, and culturally appropriate, and caring learning program. The focus is on healthy development of the whole child – social-emotional, physical, intellectual, and spiritual. Family members and caregivers are active participants in the children's development and are provided with parenting skill development opportunities and social and health support. Development and support for Prekindergarten is the shared responsibility of school divisions, community agencies, family members and the province.

Prekindergarten Goals

The goals of the Prekindergarten program are summarized as:

- School and life success for children
- High quality Prekindergarten programming
- Increased parenting effectiveness and shared responsibility

Prekindergarten at a Glance

Prekindergarten programming incorporates what is known from the literature and practice about early childhood education and the needs of developing children. Below is a brief description of the Saskatchewan Ministry of Education's Prekindergarten Program.

Prekindergarten is:

- a developmentally appropriate educational program, founded on early childhood research and practice:
 - active, experiential learning through play
 - comprehensive, integrated program within a prepared environment
 - child-centred, self-directed, choice
 - focused on development of whole child – social-emotional, physical, intellectual and spiritual
- meaningful family engagement
- community partnerships and shared ownership
- integrated health, social services, and educational supports
- culturally responsive for all

- intensive exposure – minimum 12 hours per week
- professional teaching staff with a focus in early childhood education
- mixing children at different developmental stages and ages, benefiting all intellectually and socially, relaxing the learning environment and age-appropriate expectations

(Ministry of Education, 2009- www.secpsd.ca/SECPSDathome/Documents/PreK%20Essentials.pdf)

Student Bussing

Northern Lights School Division has contracted NorthWinds Bus Lines (School Buses) to transport Prekindergarten students to and from our school. **Parents MUST contact the Bus Line directly.** Contact Anne at (306) 425-8221, for any changes to bus schedules, pickups or deliveries. For special functions such as field trips we may use these buses or use the NLSD minibuses.

The Pre-K teachers will discuss busing expectations with you during your home visit in August/September. Since Pre-K begins at 8:55 AM, children in the morning class will be picked up at their homes between 8:20 and 8:40 each morning. They will be returned to their homes between 12:00 PM and 12:35 PM. For the afternoon class, students will be picked up at their homes between 11:50 AM and 12:35 PM. They will be returned to their homes between 3:43 and shortly after 4:00 PM

If your child is not ready to be picked up when the bus arrives at your home, the drivers are instructed to **wait one minute**, then leave. If that happens, your child will be brought back to the school once everyone else is dropped off and the school will call you for pick-up. This is a policy that needs to be strictly adhered to and no exceptions will be made. One child being late makes everyone else late.

Parents/Guardians are urged to discuss appropriate bus riding behaviour and rules with their child. Should a child persist in disobeying the rules or the bus driver, a Bus Disorderly Conduct Report may be filed and this will be discussed with Parents/Guardians. Children will be restricted from riding the bus for inappropriate behavior on the bus or while waiting for or leaving the bus.

Important Student Procedures

- The children must not leave the school at any time. If your child is to be picked up by someone other than yourself, please send a note with your child when they come to school.
- If you bring your child to school, you are asked to adhere to the hours of school. If you arrive earlier than the specified times, you are asked to stay with your child until the bell. If you are dropping your child off after school has started, you must bring them into the Pre-K class, so the teacher is aware they have arrived. When you pick-up your child, please ensure the teacher is aware that you are leaving with

your child.

- Children will receive a snack each morning at approximately 10:00 a.m. and each afternoon at approximately 2:00 p.m.
- Where possible, please provide another pair of shoes (runners) for your child to be kept here. They will be worn in the classroom. We will provide a storage space for their winter clothing and boots.
- The chewing of gum or eating of sunflower seeds is not allowed in the building.

Health Policy

Out of respect for others, if your child is ill please keep them at home. A fever of 100 degrees or higher, rashes, diarrhea, vomiting and productive coughing, coloured or heavy nasal discharges are common symptoms for which a parent should keep a child at home. Parents are requested not to bring a child who has had any of these symptoms within a 24-hour period prior to the school starting.

It is very important that all our information on your child is kept current. Please contact the teacher whenever there has to be a change made to the child's file.

Ways Parents Can Help

- PLEASE, put names on clothing and footwear. Since we are dealing with 3 & 4 year olds, it is possible that we will have 16 identical pairs of boots brought to school.
- Outdoor footwear must be removed prior to entry to classroom area. Please ensure that your child has an extra pair of runners for class.
- Do not let your children bring money or expensive items to school unless the teacher has requested them. If this is required, you will be sent a note in advance.
- Sign up for Edsby. The school will need to send you an invitation, but you will need to download the Edsby app. Here is more information on:
<https://www.edsby.com/help/parent-quickstart/?locale=en>
- **Please phone our attendance line at 425-2226, ext. 2 if your child is going to be absent or late from school for any reason.** If you are registered through Edsby, you could also go into the app and excuse your own child for the day.

- If parents change addresses or telephone numbers, **PLEASE LET US KNOW immediately**. Unlisted phone numbers are kept confidential.

Other Important Procedures

Parental/family involvement remains an important feature for the continued development of your child. Parents are welcome and encouraged to visit the school.

RELEASE OF INFORMATION

It is possible that certain classroom activities, field trips/outings and events may be published in the media or covered by radio/television. The school registration form included an opt in or out form for this.

ATTENDANCE

It is very important that children attend school **every** day. When children are absent, they miss valuable learning experiences. Children are excused from school if they are sick or have a medical or dental appointment. We encourage Parents/Guardians to schedule such appointments after or before school hours. If irregular attendance becomes an issue with a student, there may need to be a meeting scheduled to discuss continuation of student within the program.

If you wish to bring your child on your own instead of using the bus, please notify the teacher. If you are picking your child up from school on a certain day(s) please let the teacher know **ahead of time** through a note or phone call.

Withdrawal from Pre-Cam Community School Pre-K Program

In order to prepare records for children, please notify the teacher at least one week in advance of transferring, moving or withdrawing your child, so that any necessary records can be forwarded.

SCHOOL VISITS

Parents are encouraged to visit and help in our classroom. Appointments to have a discussion with the teacher should be booked in advance so student instruction is not disrupted and parents may be assured that they will be seen and their concerns addressed.

DISCIPLINE

The Pre-K staff will ensure that all classroom management and guidance provided to children is consistent. This is based on an understanding of individual needs and development with the promotion of self-discipline and acceptable behaviour in the classroom being our primary concern.

We use a program in Pre-Kindergarten called the “Zones of Regulation”. Children identify

with their emotions/feelings and desired/undesired behaviors. Children learn coping strategies when undesired behavior is affecting their learning. We utilize those strategies as much as possible. Time-out is used if a child needs space or separation from the group in order to calm down or if the strategies are not changing the undesired behavior. Our policy is a brief, supervised separation from the group for the child. Discipline is necessary for the continued success of our program and for everyone involved. Each time a child harms himself/herself or another child, the incident will be discussed with the child's parent/guardian and the incident will be recorded.

- If after three separate occasions, a child continues to bite, hit, kick, etc. other children, our teacher will consider those activities as patterns of undesirable behaviour and will fill out an incident report and provide it to administration. The teacher will also set up a meeting with the parents/guardians to discuss the situation.

ACCIDENT, INJURY AND EMERGENCY CARE POLICY

Every effort is made to ensure your child's safety; it is of the utmost concern for all program staff. However, accidents could still happen. In the event that your child becomes injured in any way, the following procedures will be followed:

- The staff will immediately apply first aid treatment.
- **If immediately necessary**, the child will be transported to the La Ronge Health Centre
- Parents and primary caregivers will be immediately notified.
- An incident report will be documented.

TOILET TRAINING

We prefer that you have your child fully toilet trained before starting the program. However, if your child is not toilet trained, we will work together on this and ensure your child has the same expectations at home and at school.

FIELD TRIPS/OUTINGS

The field trips/outings are an important part of your child's learning process. The teacher will be scheduling outings to various locations throughout the year. Our policy with respect to these field trips is that:

- Administration must approve all field trips/outings in advance.
- We request that parents volunteer to help with the outings if necessary.
- If a parent prefers that their child not go on the field trip/outing, they will be excused.

CELEBRATIONS

The following celebrations are acknowledged and children and parents are encouraged to participate in these:

- Halloween Party
- Christmas Concert/Christmas Party
- Valentine’s Day Party
- Easter Party
- Farewell Ceremony

Ways to Volunteer for our Pre-K Program

- We ask that families volunteer approximately 3-4 times through the year. You will be provided with a schedule well in advance of your day. You would assist the teacher and help your child learn.
- If you cannot come to volunteer, you could do some prep work for the teacher at home. This may consist of cutting out papers, colouring charts, etc.
- Help with fundraising activities.
- Attend special events, gatherings, parent meetings, or other programs we may offer.
- Share a special skill or talent: playing guitar, storytelling, puppet shows, beading, cooking, etc. You could come into the class to share these with the children.

This is just a sample of ideas. Please contact us if you have other ideas to share. We ask that you please contact the teacher to schedule your volunteer days ahead of time.

Pre-Cam Community School Pre-K Program Staff and Administration.

Kelsi Ward (Pre-K Teacher)	Juliet Gundaya (Pre-K Assistant)
Jarica Smith (Pre-K Teacher)	Jojie Balila (Pre-K Assistant)
Ryan Kuppenbender (Principal)	Joel Stange (Vice Principal)
Claudette Anderson (Student Supp. Worker)	
Megan Heyhurst (School Administrative Assistant)	
Michelle Powder (School Secretary)	