

Saint Leo the Great Catholic Preschool Parent Handbook



Teacher
Mrs. Sandra Hanna

Saint Leo the Great Catholic School
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PROGRAM PHILOSOPHY

It is the philosophy of St. Leo Pre-Kindergarten that early childhood should be a time of fun, play, exploration and discovery of new surroundings. The program strives to provide a loving, Christ centered environment for all children who attend.

Pre-Kindergarten was developed to prepare each student for Kindergarten in the social, spiritual, emotional, physical and intellectual areas. To fulfill this task of preparation, children are given every opportunity to work at their own developmental level in all areas.

The curriculum for Pre-Kindergarten is child centered and can be found at the Diocese of Harrisburg website: www.hbgdiocese.org. The children are exposed to whole and small group interactions, pre-reading, writing and numerical activities, gross motor play and parental involvement. Children explore the curriculum in the classroom through "hands on" social, academic and religious learning center experiences.

Classroom Learning Centers

The Reading Center - is designed to help children develop an appreciation and enjoyment of literature. All activities in this center will enhance vocabulary and comprehension skills and expand the knowledge base.

The Dramatic Play Center - helps children express themselves. Here they practice life skills in order to improve social interaction, increase self-awareness and to learn to resolve peer conflicts.

The Project / Art Center - helps children creatively express their thoughts and feelings. Projects directly correlate with the theme being studied. Hands-on art activities reinforce fine motor skills and concept development in areas such as color, shape and size relationships.

The Science and Math Center - offers children many hands-on opportunities for observation, exploration, investigation, making predictions, experimentation and problem solving.

The Block Center - gives children experience with many different concepts, such as shape and size discrimination, spatial relationships, number skills, balance, organization, cause and effect and classification. Cooperative play skills, problem solving and creativity are also promoted in block play.

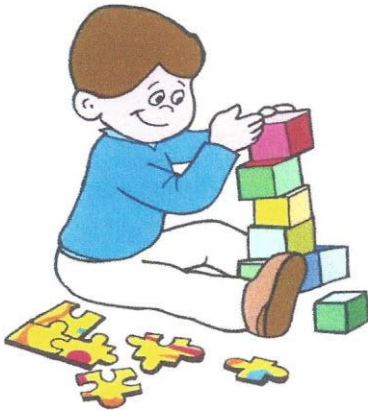
The Fine Motor / Manipulatives Center - helps to improve small-muscle development and eye-hand coordination. Some common items found in this center include beads and laces, pegboards, unifix cubes, puzzles and sorting materials.

Student progress and development is constantly assessed and monitored throughout the school year. A formal conference will be held in January. Parents are welcome, however, to schedule a meeting with the teacher before or after school hours at any point during the year.

A peaceful, Christ centered, calm environment welcomes all who enter the doors to the Pre-Kindergarten. Jesus is the model Teacher at Saint Leo the Great Catholic School, and because of this the students feel safe and free to explore and learn at their own pace.

Daily Program

The Preschool program offers daily opportunities for free choice activities. Such activities include art projects, music, dramatic play, outside play, blocks, books, and table (sit down) manipulatives.



Typical Day

Arrival
Morning work
Circle Time
Whole Group Activity
Centers
Clean-Up / Snack
Physical Activity (Outside / Inside)
Dismissal

Arrival

Upon arrival, please bring your child to the back of the school. Please drop your child off at school between 8:30 a.m. and 8:35 a.m. The teacher or aide will greet your child and assist him/her from the car into the classroom. If your child is ill, leaving early or coming in late, please email both the teacher and the school office.

shanna@stleoschool.org

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Dismissal

Dismissal time is 11:15 a.m. Please strive to be on time to pick your child up. Again, the teacher or aide will assist your child safely to the car.

Transportation

If someone other than a parent picks up your child, we must have that person's name on file or have a written note from the parent giving permission for your child to be released to that person. No child will be released to anyone other than a parent without prior notification by his/her parent.

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School Closings

In times of bad weather, we follow the Hempfield School District's decision. Please watch WGAL Channel 8 for information.

- ☞ If the Hempfield School District is closed, Saint Leo Preschool will be closed.
- ☞ If the Hempfield School District has a 2-hour delay, we will observe a modified schedule:

10:35 a.m. - 12:15 p.m.



Clothing

Please dress your child in comfortable clothing for active play which may include frequent painting activities. Many of the day's activities take place on the floor and outside. Sneakers or rubber sole shoes are preferable since we may be outside on play equipment (no flip flops or shoes without a back strap). It is also a good idea to label outer clothing with your child's name. An extra set of clothing will be needed (in case of an accident). Please help your child to learn to dress himself/herself to go outside and to remove and hang up outer clothing.

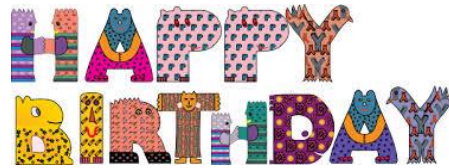
Snacks

Every child brings his / her own snack. All snacks must be nut free.



Birthdays

If your child would like to celebrate his/her birthday you may send in a birthday treat snack (nut free) or provide a special non-edible treat for the class.



Health Policies

If your child exhibits any signs or symptoms of an oncoming illness, please keep him/her at home. Please notify the school if your child has contracted a communicable disease or any highly contagious illness. Make sure your child is well before returning to school. Please be considerate of other families.



Healthy Guidelines

- *A child must be fever free for at least 24 hours before returning to school.
- *A child taking antibiotics should not return to school until the medication has been taken for at least 24 hours.
- *A child who has vomiting or diarrhea should return to school only after he/she is symptom free for at least 48 hours.
- *Contact your doctor if there are any signs of eye infection such as a discharge or inflammation of the white of the eye.

Safety

All entrances are locked during school hours. If you need to enter the building, please ring the bell located on the school's main doors. It is school policy that all parents and visitors report to the office before entering any other area of the building.



Parent / Teacher Communications

We value your questions, ideas and concerns. My email is shanna@stleoschool.org
Emails are checked frequently throughout the day. Please expect a timely response.
