

Start SMALL

(Stories, Math, Art, Letters & Listening)

PRE-PLAYSCHOOL PROGRAM FOR 2 & 3 year olds



The City of Palos Hills
Community Resource & Recreation
(708) 430-4500

Parent/Guardian Handbook

WELCOME!

Welcome to Start SMALL! This program is a first step in moving toward group play, being away from caregivers, and learning preschool foundations. We provide a diverse program to meet the needs of your 2-3 year old child.

HELPFUL HINTS

- Please remain reachable during class. We do not change dirty diapers and will need you to come back to the building in that circumstance.
- Dress your child comfortably and practically, since we will be using paint, glue, crayons and sometimes markers (washable). Footwear should also be appropriate. Your child should be able to run without their shoes slipping or coming off.
- Take time to talk to the teacher if something has happened which may affect your child's behavior. For example, you might have stayed up late visiting with family the night before and your child may be a bit more tired.
- Please respect school hours. It is important for your child that you be consistent and arrive on time. If your child is going to be absent, please kindly call our office and report their absence, 708-430-4500.
- You must bring your child all the way into the classroom and come into the room to pick up your child. If anyone not listed on the authorized pick up section of the form will be picking up your child, a written note must be provided in advance.
- All admission forms must be filled out before the first day of class.
- Unless it is a special day (Teddy Bear Day, etc.), or show and tell; it is strongly recommended that toys are left at home. Under no circumstances will weapons be allowed.
- Snow day/emergency closing days will follow North Palos School District 117. Days will be made up.
- We strive to keep the number of children in this program at eight kids and two assistants. If for some reason we accept more students, we will add more adult assistants. We will never have more than a 1:4 ratio of adults to kids.
- This class is intended for two year olds or three year olds who did not make the birthday cut off for Tot-Stuff Playschool.

DISCIPLINE

Patience and understanding will be used with regard to discipline. Good behavior is praised and encouraged. Dialogue is always a first step in a discipline situation. If talking doesn't solve the problem then a "time out" is given as needed. One minute per year of birth is usually the policy that is used. Teachers are always in contact parents when the situation is warranted.

BEHAVIOR POLICY

The Palos Hills Community Resource & Recreation Department has an established policy relative to inappropriate behavior. Inappropriate behavior is defined as that which disrupts a recreation program leader or behavior due to its effect on the other participants or on the leader's ability to conduct the program. Such behavior may call for an immediate and/or permanent dismissal of the participant. No refund/credit will be given if a participant is dismissed from a program due to the participant's behavior.

CLASSROOM INFORMATION

This class will have bi-weekly themes. Each two weeks our themes will help us focus our play and learning. A newsletter and calendar will be sent home each month to keep you informed of any special days and events.

- You are asked to send a prepared drink each day to class. It can be a filled sippy cup, juice box, bottled water or other similar drink. We do not suggest sending baby bottles as we are working on independence. We will enjoy a few minutes of quiet time with a story or some music.
- Start SMALL will feature a "Small Hero" of the week. When your child is the "Hero", he or she will be able to help the teacher, receive a traveling bag of activities to try at home, and featured in the class.
- We love to celebrate birthdays! Please give us a reminder of your child's special day. You may bring in treats to share as long as any allergies have been considered.



MESSAGE FROM THE HEAD TEACHER

As a parent and teacher, I realize it can be upsetting to leave your young child for the first time. We promise to do all that we can to make this transition go as smoothly as we can. Some children may cry AND THAT IS OK WITH US! Some children don't. We understand this. Crying doesn't upset or bother us. We don't get sad or frustrated with your child. We try to help them adjust. We will comfort them and slowly move them towards independence. We promise to take excellent care of your children and won't hesitate to call if it is needed.

We take pride in providing a well-rounded program for your children. Please feel free to speak with the teacher or CRRD staff before or after class.

Thank you, Jen Grabowski - Mrs. G

MESSAGE FROM COMMISSIONER

As a parent, I understand it can be hard separating from your child for the first time. I assure you that your child is in good hands with Mrs. G. Her educational background, years of experience, and positive attitude are valuable assets to this program. We thank you for entrusting your child to our program and look forward to seeing you at the Community Center for years to come.

Kristin Violante, Commissioner of Community Resource & Recreation Department

GOALS OF THE SMALL PROGRAM

- Learn how to cheerfully be away from their parent.
 - Gain trust in other adults and caregivers.
 - Learn school skills prior to preschool.
- Begin to have concepts of numbers, letters, listening, and friendship building,
 - HAVE FUN!

