

## West Point Grey Preschool Program at Aberthau Mansion

Information Package for 2017 – 2018



Last updated:  
February 2, 2017 – subject to changes



## **WEST POINT GREY PRESCHOOL**

Our philosophy, at West Point Grey Preschool at Aberthau, focuses on learning through play. The belief is that play is the cornerstone of Early Childhood Development and that it is through play that children learn about themselves and their world. In addition to the bright inside play space, WPG offers an outdoor classroom as part of the learning environment. Young children need unstructured outdoor play periods in a nature based setting to encourage their understanding and respect for nature. The outdoor classroom can provide areas for hands-on exploration and discovery, physical activity, social bonding and dramatic play.

The location of the West Point Grey Preschool is unique from many other Preschools in the area. The West Point Grey Community Centre consists of six buildings including Aberthau Mansion. The Preschool is located in two rooms. Both rooms, the Conservatory and Dining Room, are located on the main floor and bright with windows surrounding them. The grounds of West Point Grey also allow for gym time, adventure walks to the beach, to the pond to feed the ducks, the gardens and the playground. We are also able to intimately observe seasonal changes and day-to-day changes in the surrounding gardens as well as observe up close-up some of the wildlife, i.e. birds, squirrels, insects, worms, etc. Walks that take place off grounds will only occur if the class is able to follow the directions of the teachers safely.

## **STAFF**

The WPG program has one licensed and fully certified Early Childhood Educator, Miranda Tagliafierro and one who is currently in the ECE program at Capilano University, Alissa Reder, who has her ECE Assistant certification. Miranda has been with the program for the past seven years and has been in the teaching field of early childhood education for over 30 years. She brings a wealth of experience and truly values the importance of play, socialization and education.

Alissa has been the new Assistant Preschool Teacher as of Fall 2015. Alissa is continuing her studies part time to obtain her degree in Early Childhood Education. Alissa has previous experience in the early years daycare setting and substituted at WPG Preschool prior to Fall 2015. Alissa is pleased to work with the children in the Preschool and enjoys getting to get to know each and every one individually, and their families, throughout the school year.

Together, Miranda and Alissa share a love for working with children and this makes for a caring, welcoming, positive and safe environment.

Miranda can be reached at [miranda.tagliafierro@vancouver.ca](mailto:miranda.tagliafierro@vancouver.ca) and Alissa can be reached at [alissa.reder@vancouver.ca](mailto:alissa.reder@vancouver.ca)

## **FEES and STRUCTURE**

**Registration for the 2017-2018 School Year is open as of Monday March 27, 2017.**

\*Please note that your child has to be the age of the Preschool age group that they are registered for by December 31<sup>st</sup>.

### **30 Month Program**

Tuesday and Thursday 9:15am-11:15am

\$170/month

### **3 Year Old Program**

Monday, Wednesday and Fridays 9:00-11:30am

\$190/month

### **4 Year Old Program**

Monday, Tuesday, Wednesday and Thursdays 12:15-3:15pm

\$296/month

## SCHEDULE

The West Point Grey Preschool calendar year is similar to that of the Vancouver School Board schedule. Please note they are **subject to change**. Important dates are as follows:

Tuesday September 5, 2017	Start of the WPG Preschool
Monday October 9, 2017	Thanksgiving Day closure
Monday November 13, 2017	Remembrance Day closure
Monday December 25, 2017	Winter Break closure begins (last day of school – Friday Dec 22 <sup>nd</sup> ) Happy Holidays to everyone!
Monday January 8, 2018	Program resumes after Winter break
Monday February 12, 2018	Family Day closure
March 19 – 23, 2018	Spring Break closure for one week.
Friday March 30, 2018	Good Friday closure
Monday April 2, 2018	Easter Monday closure
Monday May 21, 2018	Victoria Day closure
Friday June 15, 2018	Graduation and Year End Party. Last day until September 2018.

## DAILY SCHEDULE

A day in the WPG Preschool consists of free play, participating in activities to develop physical, social, emotional, and intellectual skills, which include the Family Fun phonics program specifically for the four-year-old program. Each day brings new experiences! The children will be introduced to new themes, songs and games.

The day starts off with the children arriving and putting away their jackets, backpacks and snack containers in their cubbies. Children often rely on and look forward to these new steps to independence.

During free play time, the children will participate in arts and crafts related to our current themes. Activities include painting, water-play, sand-table, play dough, clay, music, puppets, story time, and imaginative play including kitchen, blocks, and large art projects. Gross motor activity may consist of gym time, dancing, field trips, adventure walks to the beach, parks and playground or within our beautiful surroundings at Aberthau. The children also have a chance to use the kitchen in Aberthau and assist with baking and cooking. They have made several items such as vegetable soup, pancakes, muffins and more.

Circle time provides an opportunity for the children to become familiar with each other and learn how to focus together in a group. Circle time includes songs, stories, discussions and movement including instruments and dancing as well as calendar and weather themes. The four year old class will have enhanced group discussions surrounding weekly themes and the letter of the week. Each child will have a special helper day and show and tell day which can be found in the monthly schedule which is added to the newsletter each month.

We end our day singing our good-bye song on the carpet, at the gym or on the playground, waiting for the parents to arrive. A notice is posted on the door to advise parents where to meet the group. Please remember to sign in and sign out your child each day and also to arrive on time to pick up your child. This is very important.

## GRADUAL ENTRY

To help the children adjust to a new routine and adjust to their time away from their parents, the first couple weeks of classes involves a gradual entry.

### 30 Month Class

- First week of class            Gradual Entry
- Second week of class        Gradual Entry
- Third week of class         Full classes

### 3 Year Old Class

- First week of class            Gradual Entry
- Second week of class        Full classes

### 4 Year Old Class

- First week of class            Gradual Entry
- Second week of class        Full classes

The gradual entry may be subject to changes. Please note that if your child is still crying after the first month, we may assess whether your child is ready for Preschool.

## DROP OFF and PICK UP

### Drop Off

Please enter through the classroom door main entrance of Aberthau where there is a lobby to wait in when the classroom door is open. Upon arriving, please sign in your child, in the classroom. At the time of sign in, please inform the staff if anyone other than the usual person will be picking up your child and write down their name for the staff.

### Pick Up

Please pick-up in the classroom (Conservatory) and please feel free to sit in the Lounge, while waiting. At the end of class, the children will be ready and sitting on the carpet in the preschool room with one of the teachers. The other teacher will meet parents and call the children up one at a time while the parents sign the child out. Children may also be picked up at the gym or on the playground and a notice is posted on the classroom door to advise parents where to meet. There are some after school programs for children that are offered in the centre and the teachers would be more than willing to drop them off at the program if it is on-site and immediately following class.

Miranda and Alissa are available after all the children have been picked up for a quick chat or you can make an appointment for any lengthy discussions. However please wait until all children have been picked up to speak to the teachers as this can be a very busy time.

Please **pick up your child on time**. Late pick up could result in a fine if it continues after the teacher has spoken to you about it. Miranda is available after school if you would like to meet with her.

## HEALTH

Please keep your child at home if he/she is sick, if they are/have vomiting, diarrhea, chronic coughs, rash, lice, chickenpox, pink eye, lethargy, or fever of 38 or higher. Colds, coughs and flu spread rapidly in any childcare setting. Requiring sick children to stay at home is a preventive measure. If your child is not able to participate in our outdoor time, please keep him/her at home. If your child does not appear well during the program, we will call you and ask that you come and pick up your child. Please let us know if your child has any allergies relating to food items, plants and/or animals.

## TOILETRY

Children must be potty trained by the 1<sup>st</sup> day of Preschool. We do understand that accidents may occasionally happen. Please send an extra set of clothing to school each day in the child's backpack. If accidents do happen we encourage the children to cleanup and change themselves, staff will assist when needed. Parents of children in the 30 month old class will be called to assist.

## **SNACK TIME**

We strive to give children the opportunity to grow and learn in the healthiest environment possible. The children need to bring a nutritious snack, preferably fruit, vegetables, cheese, yogurt, a sandwich and any other food that you feel your child would enjoy. Snack time is also a social time. The children enjoy sitting together and conversing with their peers. Please make sure that your child has **enough** snack to allow them to do this.

Please refrain from peanuts, any nuts, sweets or packaged candy and please no juice or pop. Our class is a **peanut free zone. Water is a must!** Please put snacks in an easy to use container for your child with his/her name on it. Please let us know if your child has any allergies so we can be sure your child avoids those foods.

## **BIRTHDAYS**

If you would like to celebrate your child's birthday at Preschool, please let staff know ahead of time. We will sing "Happy Birthday" during circle/snack time. If you wish to send cupcakes or other treats, to celebrate, we will serve them after their snack. If you do not wish for your child to have sweets, due to allergies, personal preferences, etc please send some baked goods for your child that can be given to them on these special occasions so they are not left out.

## **PRESCHOOL CLASS PICTURES**

We try to take many different photos during the school year in class and on out-trips. If you do not want your child's photo taken please make sure to indicate this on the registration form. These pictures can be found on the West Point Grey CC website and are updated the first week of every month. In the Spring season, we also take class pictures and individual head shots that will be printed and provided to the families.

## **SAFETY and DISCIPLINE POLICY**

Children will learn safety rules in the classroom through books, and discussions. We will practice these rules during walks, and outside play. We will practice "earthquake drills" and fire drills periodically, getting under the tables, head down, covering our heads with our hands.

Our staff are trained in First Aid and carry a First Aid Kit when they take the children outside. Please note that children are asked to hold the handrail, outside of the Preschool at all times.

The Preschool's philosophy and practices with regard to guidance and discipline are always based on a positive approach. Behavior management is a process by which children develop socially acceptable and appropriate behavior patterns. In cases where 'discipline' is needed, our Preschool teachers will acknowledge feelings, set limits, offer appropriate choices, and use natural and logical consequences. It will be a positive learning experience and reinforce appropriate behavior.

If behavior is more significant, the following management action will be taken:

- a) For acts of aggression and fighting (i.e. biting, hitting, etc.): the children will be immediately separated and comfort and care/treatment will be provided immediately for the injured child
- b) The child is removed from the situation to allow them time to calm down.
- c) The teacher will then discuss with the child as to why he/she was removed.
- d) Depending on the regularity of the misbehavior, privilege loss may be used as a management tool/home time.
- e) A report will be written about the incident and will then be discussed with the parent.

## **PARKING**

For the safety of the children, please park only in designated parking stalls for pick up and drop off. The area around the stairs to the preschool is a no parking zone for the safety of the children.

There is ample parking in the west parking lot. There is no exit from the parking lot onto 2<sup>nd</sup> Avenue. Please drive to the Trimble Street exit.

## **TOYS**

We request that your child does not bring toys from home. Occasionally when the child is new, a comfort toy from home can be used to make the child feel secure. The teacher will speak to you about this if she feels it will be helpful. The center does encourage preschool children to bring interesting items from home for Show and Tell on their specific day. This is a great opportunity for children to practice talking in front of their peers. Please limit this to two items. Show and Tell days will be posted on the bulletin board and the monthly schedule however please note that show and tell does not happen in the 30 month old program.

## **OUTSIDE PLAY and FIELD TRIPS**

Rain or shine, outside play is an integral part of our preschool program. It is important that your child has appropriate clothing for the weather. Children are encouraged to wear play clothes and sneakers. Daily activities include active and messy play and the children should feel comfortable enough to enjoy themselves without worrying about their clothes, they should have the freedom to get messy. Your child's name should be placed in all outdoor clothing and other belongings to help ensure the return of all possessions and clothes. On rainy days, please bring rubber boots, a rain jacket and extra inside shoes. If the rain is light and warm we will still enjoy going for adventure walks to discover what sort of things come out in the rain.

We will have a First Aid Kit and a cell phone for any emergencies. The Preschool does have a phone in their classroom, which is only to be used for emergencies or regarding pick-up. The number is 604.257.1431; however please keep in mind that a ringing phone can be very disruptive in the Preschool, which we would like to avoid. If at any time you need to reach us, and can't get through on the classroom phone, please call the main office number 604.257.8140 and they will contact us immediately. Parents will be notified of any official trips.

## **PARENT and GUARDIAN INVOLVEMENT**

Parents are asked to join us on most of our field trips. The field trips are connected with the monthly themes and some of the trips include ice-skating, the Pumpkin Patch and a Christmas party with a surprise visit by Santa.

If you have special talents, play an instrument, hold an interesting profession, or a passion you wish to share, please contact the teacher. It is marvelous for children to see and learn everything they can in life! Let's share! Parents are not expected to do fund raising activities.

Please note that the centre offers a lot of programming for Preschoolers in addition to the Preschool including several Special Events each month and it would be great to see the Preschoolers and their families take part in these events.

## **SCHOOL COMMUNICATION**

Your main source of information regarding programming and special events will be in our monthly newsletter that is distributed in class and available on the West Point Grey CC website, [www.westpointgrey.org](http://www.westpointgrey.org)

Please note that the Preschool section on the website is password protected and you will receive the password in early September. Pictures of the activities in and outside the classroom will also be posted here.

Monthly calendars will also be posted on our information board in the classroom and handed out each month. Private appointments can be arranged to meet with the staff at any time throughout the year if you have concerns. Email is a good way to contact the teachers and they regularly check their emails.

If you have any questions or concerns, please feel free to contact

Miranda Tagliaferro, the West Point Grey Preschool Supervisor, regarding your child or specifics around the program at [miranda.tagliaferro@vancouver.ca](mailto:miranda.tagliaferro@vancouver.ca) OR

Natalie Vermaas, Recreation Programmer II for Preschool, Children, Youth, Day Camps and Special Events at West Point Grey Community Centre at [natalie.vermaas@vancouver.ca](mailto:natalie.vermaas@vancouver.ca) or 604.257.8149