



# WHSCDA, Inc. Parent Handbook

Pre-K Program

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[whscda.org](http://whscda.org)



## WHSCDA, Inc. Parent Handbook

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Dear Families,

Welcome to WOONSOCKET HEAD START CHILD DEVELOPMENT ASSOCIATION, Inc.! This handbook is designed to share some important information with you about the philosophy, goals, and policies of the center. Please take the time to read this booklet thoroughly to gain a better understanding of our program.

The center is licensed by the Department of Children, Youth and Families and approved by the Department of Education to service the following age groups:

	Age	Group Size	Adult to Child Ratio
<i>Infants</i> <i>(Highland Park only)</i>	<i>6 weeks to 18 months</i>	<i>Maximum 8</i>	<i>1:4</i>
<i>Toddlers</i> <i>(Highland Park only)</i>	<i>18 months to 3 years</i>	<i>Maximum 12</i>	<i>1:6</i>
<i>Preschool</i> <i>Pre-K</i>	<i>3 years to 4 years</i> <i>4 years- 5 Years</i>	<i>Maximum 18</i> <i>Maximum 18</i>	<i>1:9</i> <i>1:9</i>
<i>RI PreK</i> <i>Serving Woonsocket Residents</i> <i>(Park Square Center only)</i>	<i>4 years</i> <i>must be 5 years old by September 1</i> <i>of the following school year</i>	<i>Maximum 18</i>	<i>1:9</i>

The classrooms for each age group are staffed by professionally trained early childhood teachers. Each room has been specifically designed and equipped for the ages of the children in attendance.

The philosophy of WHSCDA, Inc. concerning optimum care in a group setting is consistent with that of the National Association for the Education of Young Children (NAEYC). We strongly believe in the concept of developmentally appropriate practice: designing the program to meet the needs of each individual child according to their age, providing a safe, nurturing environment, which promotes physical, social, emotional, and intellectual growth. A key element to our programs is that of success. We give children many opportunities to be successful throughout their day, always focusing on their positive experiences. This way, children develop a sense of self-esteem and self-worth necessary to attempt more challenging tasks.

Lastly is our philosophy concerning the role of parents and family. We believe that parents are experts on their own children and the most influential teachers that their children will have throughout their lives. Therefore, to have a program without a strong home to center linkage fails to provide the best experience for the child. WHSCDA, Inc. strongly encourages parents to become active participants in our program by contributing their knowledge, time, and support during this important stage in their child's life.

#### GENERAL INFORMATION

- \* Center is open from 7:00 AM to 5:30 PM
- \* Center is open year-round
- \* Children receive breakfast, lunch, and nutritious snack
- \* Please bring a change of clothes for your child (remember to label all possessions!)
- \* No toys or food should be brought to the center, as we provide appropriate toys, activities, and nutritious foods
- \* Children taking a nap will need a blanket and pillow
- \* Children should dress for outdoor activities (hats, boots, mittens, snow pants for winter)
- \* Please notify the center when your child will be absent
- \* Please check your child's cubby daily for items that need to be brought home
- \* Please check the Parent Bulletin Board, located in your child's classroom, daily for notices and other important informati

## PRE-K PROGRAM

### COMPONENTS OF CURRICULUM – PRE-K

#### *Creative Curriculum for Pre-K*

The Pre-K school program uses the *Creative Curriculum for Preschool* as a tool to help your children develop basic skills, concepts, knowledge, and attitudes. The curriculum is flexible and child-centered and correlates to the Head Start Child Outcomes Framework and the Rhode Island Early Learning Standards.

Your child’s progress will be shared with your three times during the year (November, February, and May) at parent conferences.

Teacher and Teacher Assistants develop a daily schedule that provides ample time for the child-initiated and adult-directed activities, a balance of active and quiet time, small and large group interactions, individual play, outdoor activities, and self-help routines. The daily classroom routine is predictable. Routines are established and taught for everyday tasks such as arrival, going outside, meal times, lining up, etc.

The curriculum is integrated into all parts of the daily schedule and the learning environment. Daily lesson plans for each class will include activities that foster development in each of the following eight domains:

1. **Language Development**, which consists of the elements of listening and understanding, speaking and communicating – this includes use of increased vocabulary to communicate orally, use of appropriate patterns of language, use of age-appropriate language, and verbalization of needs and feelings
2. **Literacy**, which consists of the elements of phonological awareness, book knowledge and appreciation, print awareness and concepts, early writing, and alphabet knowledge
3. **Mathematics**, which consists of the elements of numbers and operations, geometry and spatial sense, patterns, and measurements
4. **Science**, which consists of the elements of scientific skills and methods, and scientific knowledge
5. **Creative Arts**, consisting of the elements of music, art, movement, and dramatic play
6. **Social and Emotional Development**, consisting of the elements of self-concept, self-control,

cooperation, social relationships, and knowledge of families and communities

7. **Approaches to Learning**, which consists of the elements of initiative and curiosity, engagement and persistence, and reasoning and problem solving
8. **Physical Health and Development**, which consists of the domains of fine motor skills, gross motor skills, and health status and practice

#### PRE-K DAILY SCHEDULE

7:00am - 8:30am	Arrival / Greeting Free Choice Activities
8:30am - 8:40am	Clean-up
8:40am – 8:55am	Large Group Time Children Set Tables for Breakfast
8:55am - 9:00am	Hand-Washing
9:00am - 9:20am	Breakfast Clean Tables
9:20am - 9:30am	Brushing Teeth Bathroom
9:30am - 9:45am	Small Group Time (Plan)
9:45am - 10:45am	Activities/ Interest Centers (Do)
10:45am - 10:50am	Clean-Up
10:50am-11:05am	Small Group Review of Morning Activities
11:05am - 11:15am	Bathroom Preparation for Outdoor Play
11:15am - 11:45am	Outdoor Play
11:45am - 12:05pm	Hand-washing Children Set Tables for Lunch
12:05pm - 12:30pm	Lunch Clean Tables
12:30pm - 12:50pm	Group Story
12:50pm - 2:30pm	Bathroom Rest Time
2:30pm - 2:50pm	Wake-up Look at books quietly on library rug
2:50pm - 3:00pm	Bathroom/ Hand-washing Children Set Tables for Snack
3:00pm - 3:20pm	Snack Clean Tables
3:20pm - 4:00pm	Activities/ Interest Centers
4:00pm - 4:10pm	Clean-Up Bathroom Preparation for Outdoor Play
4:10pm - 4:40pm	Outdoor Play
4:40pm - 4:50pm	Hand-washing
4:50pm - 5:30pm	Free Choice Activities Departure / Farewell