

**DODGER PRESCHOOL
4 Year Old Program**

First Congregational Church
(United Church of Christ)

1611 Williams Drive
Fort Dodge, Iowa 50501

Telephone: (515) 955-6060

e-mail: dodgerpreschool@gmail.com

Purpose and General Information

Dodger Preschool was organized in May 1973. A Board of Directors was elected by the Church council of the First Congregational Church to plan and supervise a non-profit, Iowa licensed preschool for children in the Fort Dodge Community.

Purpose

Dodger Preschool seeks to provide a setting for the child to grow in the understanding and experience of the Christian way of life. It provides children with happy, social, and group play experiences in a relaxed atmosphere in which each child can develop his/her mental, physical, emotional and social growth.

Program

The preschool program centers around three questions:

- 1 WHO AM I?
- 2 WHO ARE YOU?
- 3 WHAT IS THE WORLD LIKE?

Dodger Preschool aims to surround young children with the reality of a loving and trusting fellowship, to repeat experiences of being loved, understood, and accepted, so that each might come to know themselves as a unique, important person and to develop trusting relationships with others.

We look upon learning as a creative life-long process which for children begins in play, flourishes in wonder, discovery, and active involvement in first hand experiences which have meaning for them. The preschool is designed to be a laboratory for living with three and four year olds developing social, academic, and physical skills. They are guided and supported by warm, understanding teachers who work closely with parents.

Teacher

A proper ratio of certified teachers:

- 1 2 teachers for each 10-18 students
- 2 This ratio will be maintained so as to give maximum attention and supervision

Days and Ages

The four-year old class is open to any child who will be four by September 15. This class meets on Monday-Wednesday-Friday mornings from 8:00-11:20 a.m. and on Monday-Tuesday-Thursday afternoons from 12:00-3:20.

Orientation sessions for both students and parents are scheduled at the beginning of the school year.

Statewide Voluntary Preschool Program for Four-Year-Old Children (GRANT)

The purpose of the Iowa's Statewide Voluntary Preschool Program for Four-Year-Old Children is to provide an opportunity for all young children in the State of Iowa to enter school ready to learn by expanding voluntary access to quality preschool curricula for all four-year-old children. This program was established in May 2007 when Governor Culver signed HF877. Any school participating in the Statewide Voluntary Preschool Program for Four-Year-Old Children will follow the Iowa Early Learning Standards. These standards identify the knowledge, skills, motivation, and attitudes needed by preschoolers that lead to success as students enter school and as adults the six developmental areas are:

- physical well-being and motor development
- approaches toward learning
- social and emotional development
- communication, language, and literacy
- mathematics and science
- creative arts

Grant Requirements

Dodger Preschool is able to participate in the Statewide Grant because Dodger follows the Iowa Quality Preschool Program Standards.

Fees

There is a \$50.00 non refundable registration fee.

There is no charge of tuition to the families.

Transportation

Dodger Preschool does not provide transportation to or from school. However, we will be willing to make suggestions for car pools.

It should be understood by the person driving the children that they are responsible for bringing the child **to the classroom** and picking the child up **at the door**, not dropping them off in the parking lot. We feel this necessary for the safety of the child and for the daily exchange of information between parents and teachers.

Sign- In and Out Policy

It is required that each morning when your child is brought into the preschool he or she is signed in. Each day when your child is picked up from preschool it is required that he or she is signed out. A sign in form will be available at the preschool.

Admission Policies

It is necessary to limit enrollment in our preschool. Students will be enrolled upon receipt of written application and registration deposit on a first come first serve basis. **All children must be potty trained prior to entrance to Dodger Preschool.**

The following **Admission Policies** have been established to comply with state licensing standards:

1. Parents must sign consent for medical care in emergencies.
2. A completed physical examination form and immunization card is required on the first day of school.
3. Each child must be accompanied by a parent when he/she attends the orientation session.
4. Parents must agree to mark clothing and other items the child may bring to school.
5. A parent must notify the director by written notice 2 weeks prior to withdrawing their child without incurring further financial obligations.
6. Parents must agree to home visits.
7. Parents must sign parent/ teacher contract.

8. Parents must attend Open House/Family night.

Biting Policy

Biting is not unusual during the early childhood development years. Biting is a form of communication or coping strategy for young children, especially birth through three years of age. As our program serves children who are at least three years of age it has been our experience that biting incidences are rare. Nonetheless, as we strive to provide and ensure the safest and most nurturing environment possible to all preschoolers, we have the following plan in place to deal with a biting incident should it occur.

Should a biting incident occur: The teacher responds in a soft but firm voice to the biter, "No, biting is not okay. Biting hurts." He/she further explains that, "We use our words to tell our friends what we need or want." The biter will be placed at the thinking table for 3-4 minutes and then redirected to other play and monitored closely. The child that has been bitten will be comforted and separated from the biter. The bitten area will be assessed, and first aid procedures followed. The area will be cleaned with antiseptic and bandaged if the skin is broken. An ice pack will be applied for ten minutes. The bitten area will be reassessed after the ten minutes.

An accident report will be completed for both the biter and the child who was bitten. These reports will be given to each of the children's parents/guardians. For confidentiality reasons, the name of the other child (either the biter or the one who was bitten) cannot be shared verbally or in writing. A copy of the report will be placed in the children's files.

The teachers will evaluate the situation and environment where the biting occurred in to determine if any changes need to be made.

If biting continues, the teacher will keep a confidential observational record of the incidents to help determine contributing factors. A conference with the parents of the biter will be made to develop a written plan of action and to schedule follow up discussions as needed.

Discharge Policies

If your child is not ready for the group experience, or if their needs are not best met in the group setting, we may ask for removal of the child after a confidential conference with you.

Discipline Policy

PBIS strategies- Positive Behavior Interventions and Supports
Using the most positive ways to enforce behavior at preschool.

Pet Policy

We love to have family pets come visit the preschool. Before bringing your pet to share, bring the animals up to date vaccination records and be sure of any allergies the preschoolers might have.

Snack Time

Dodger Preschool will provide all snacks for the preschoolers. Each day a special Snack Helper will assist with Snack Time.

Your child will bring home a treat bucket on the day closest to their birthday. Store bought cookies or something special are welcome on birthdays, holidays and special occasions.

Open Door Policy

Dodger Preschool has an open-door policy. You are welcome to observe any time. Parents of prospective students are welcome to observe school also. Please call the preschool, 955-6060. Parents are asked to wait three weeks to visiting the preschool during school hours to allow your child to adjust. If a parent must register as a sex offender, a restricted access policy must be put into place before he/she will be allowed on the school grounds.

Attendance

Children should be brought promptly at 8:00 A.M or 12:00 P.M and picked up promptly at 11:20 A.M. or 3:20 P.M. This is very important. A child does not like to arrive after the group is in progress nor be left behind when the others are going home.

If there is a change in who is to pick up your child from school, a written note to the teacher is required.

Please do not arrive before 8:00 A.M. or 12:00. We will have a stop sign hanging in the window. When it is changed to "GO" this means you can come into the classroom at the beginning of the day and at the end of the day to pick up your preschooler. The teachers need the time before class for preparation. Parents' help with their children's coat and backpack is appreciated.

A child having the following symptoms should not be in school:

1. Acute cold
2. Sore throat or ear ache
3. Swollen glands
4. Red or discharging eyes
5. Temperature shown by a thermometer (24 hours free from fever before returning)
6. Nausea or vomiting
7. Skin eruptions or rashes
8. Diarrhea

If your child misses several days of school because of some problem or serious illness, please call the preschool, 955-6060.

Extra Set of Clothes

Accidents happen to everyone. Whether it's split milk at snack, a paint mess, or we just didn't make it in time to the bathroom. Please send an extra set of clothes with your child's name on them to preschool. You can keep them in their backpack. That way they're there if we need them. Thanks!

Toys At School

Toys at school – students are **NOT** to bring toys to school. There is always the risk a toy may be lost, broken or “borrowed”.

Weapons at School

No child is allowed to bring toys that resemble weapons or destructible devices

Snow Days

Dodger Preschool follows the Fort Dodge Public School System when **canceling** school due to inclement weather. If the Fort Dodge Schools cancel due to inclement weather the morning and afternoon class will be cancelled. However, if the Fort Dodge Public School System has a late start, Dodger Preschool will not have the morning class. If the Fort Dodge Schools call an early out due to inclement weather and Dodger is not in session at the time of the decision, we will not have an afternoon class. Parents are encouraged, however, to use their discretion when determining if it safe to send your student(s) to preschool.

It will be up to the discretion of the Board of Directors to determine if missed school days will be made up. Under no circumstances will refunds be issued for those days not made up.

-Dodger Preschool-

