



The ABC's of
Holy Childhood
Pre-K

(4 year olds)



Mrs. Judy Schneider

Preschool Director

618-566-2922

Email:

judy.schneider@holychildhoodschool.com

A

Absences

If your child will be absent from school, please call the school office before 8:00 a.m. at 566-2922 and let them know.

Admission

A student must be 4 years old by September 1st to enter Pre-K.

After Care

If you are interested in having your full day Pre-K student attend After Care, please see the office for the required paperwork.

Aides

Our classroom aide is Mrs. Bonni Wolters.

Arrival

Students should not arrive before 7:30 a.m. and are not allowed in the classroom before 7:50 a.m. The school's lobby doors will open at 7:30 a.m. and students are to go to the cafeteria where they will be supervised by a teacher on duty. School officially begins at 8:00 a.m.

Attendance

Please try to make sure your child is at school each and every day. This helps them with overall academic success and aids them into a school routine.

B

Backpacks

As part of our school supplies, please send your child to school with a backpack large enough to fit a folder.

Birthdays

Birthdays are a very special time for children! If you would like to send in treats for your child's birthday, please let us know a few days in advance so we can plan accordingly. Summer birthdays will be celebrated on or near their half birthday. Birthday invitations may ONLY be handed out at school if all children (or all of the same gender) in the classroom receive an invitation.

Blue Folders

In Pre-K, returning your child's blue folder each and every day is important. Not only does this get them in a daily routine, but it also allows papers and notes to go home easily.

Book Orders

Book orders are sent home every month. Please make checks payable to:
Scholastic Reading Club.

C

Calendar

The HCS year long calendar is posted on the school website. Other calendar information is in our weekly "News & Notes" newsletter.

Classrooms

Our Pre-K Classrooms are located downstairs. The first Pre-K classroom is located on the right across the hall from the Science Lab. The other Pre-K classroom is located straight ahead down the hall and across from the Kindergarten classroom.

Child Protection Training

Before a parent/grandparent etc. can volunteer in the classroom/school or attend a field trip, he/she must attend an Initial Child Protection Training course. Every year thereafter requires a refresher course.

Christmas Program

The HCS band / Christmas program is held in December. The Pre-K Class does NOT participate in this.

Class Books

Throughout the year, we will be making class books to go along with our thematic units or Letter of the Week. We will send home each book so every family has a chance to view them.

Class Dojo

This is an app based behavior system we use to reward and reinforce student's behavior.

Class Size

There will be a maximum of 18 students for the Pre-K class. That will be a combination of MWF $\frac{1}{2}$ day children, MWF full day children and M-F full day children.

Conferences

Parent teacher conferences will be held in November and in the spring.

Curriculum

The religion curriculum we will use is "Allelu!". Our academic curriculum is based around the Letter of the Week and incorporates Houghton Mifflin's Pre-K Program. See our class website for specific information.

D

Dinner Auction

Our annual dinner auction is always held the Saturday after Columbus Day. This is our biggest fundraiser for our school. For \$35 a ticket, you will get a catered dinner, drinks, snacks, and the chance to bid on MANY items from our silent and oral auction. For information on attending, volunteering, or donating an item, please see Mrs. Schneider!

Dismissal

MWF $\frac{1}{2}$ day students will be dismissed at 11:00 a.m. Full day students will be dismissed at 2:45 p.m. All students must be signed out from the classroom unless they are riding the bus home or going to After Care.

E

E-mail

If you need to contact us during the school day, please e-mail us at
judy.schneider@holychildhoodschool.com
or
anna.wolfe@holychildhoodschool.com

Emergency Numbers / Contact Person

If you have any changes to your emergency phone numbers or contact persons, please notify the office and your child's teacher in writing.

F

Family Homework Projects

Throughout the year, we will assign a family homework project. This is a fun time for kids since they are "getting" homework! It also is great for taking some family time out of the hectic days to do something together.

Field Trips

We will be attending several field trips throughout the year. Some of them will include walking field trips to various businesses in our community. Permission slips and parent volunteer forms will be sent out prior to the field trips.

H

Homework

No real homework will be given. However, there may be times when a Family Homework Project will be assigned. Please work at home with your child on practicing to write their first names and holding their pencil and crayons correctly. Please practice cutting, coloring, and gluing as well. For Math, have your child count objects, identify shapes, and make patterns with 2 objects or colors. The most important thing to do with your child is read to them daily! While reading, you can discuss the story and illustrations, as well as look for letters and talk about those letter sounds.

HOPE

HOPE's (Holy Childhood Organization of Parents & Educators) goal is to promote the spiritual enrichment of its members and their families;

to foster a closer union between the home and the school; to promote the physical welfare of the children in our school; and to support and give the necessary material aid for the maintenance and improvement of the school so that it may better carry out the purpose of educating our children.

HOPE meets on the first Thursday of the month at 6:30 p.m. in the cafeteria! Come join in the fun and see what is happening here at HCS!

L

Leader of the Day

In Pre-K, instead of having several job helpers for a given day, we have implemented a Leader of the Day. This person is responsible for taking papers to the office, leading us in calendar and weather, being the line leader, and helping out in other ways as deemed necessary.

Learning Centers

Participating in learning centers is a central part of our curriculum. Our centers include: reading, math, writing, art, blocks, and dramatic play. Other centers such as water and science will be added as needed.

Lunch

There is a hot lunch program at HCS that is offered ONLY for our full day students. A nutritious lunch is served every day. Students may buy lunches a day at a time, but it is easier to pay ahead of time. All lunch account information is available through our online communication system:

www.fastdir.com/holychildhoodschool.

Every morning the students will either choose between "school lunch" or "lunch from home with milk or no milk". We will then call each child up to pick which entrée they would like for the given day.

M

Mission Statement

Holy Childhood of Jesus Catholic School welcomes all students (Preschool - 8th grade) seeking growth in Christian faith. We serve students from Mascoutah, Scott Air Force Base, and surrounding communities. Through our teachers, staff, and parents, we provide academic excellence while striving to serve all students' needs and challenging them to become responsible citizens in society. We provide an opportunity to grow in faith through a total educational experience which emphasizes academic excellence, personal responsibility, and service within a Catholic faith community.

N

Newsletter

We will send home a weekly newsletter highlighting what we will be learning in all academic areas as well as listing upcoming events. Information from this is also posted on our webpage.

News & Notes

Every Thursday, Mrs. Dougherty sends home the "News & Notes" to the oldest in the family. Upcoming events, notes, monthly calendars, and monthly lunch menus are included in this.

P

Parties

We will have 4 classroom parties/fun center days: Halloween, Christmas, Valentine's Day and Easter/Alleluia Parties. Sign up for the parties is held at Open House in August or within the first few weeks of school. The Pre-K room parent will then notify the parents what they signed up to bring.

Picking Up Your Child

When picking up your HALF DAY STUDENT, you may park in the parking lot. You will then need to enter under the blue canopy by first pressing the button to your right. Mrs. Fohne will then buzz the door for you to enter. You can proceed directly to your child's classroom; you do not have to

sign in at the office.

When picking up your FULL DAY STUDENT, you may park on the parking lot, but please not in the front row. Doing so blocks the children's view of the cars on the lot making it unsafe. It is also a good idea to pick up your child prior to 3:00 p.m., (2:45 p.m.) as it will be easier for you to leave without the rest of the school being dismissed at the same time.

Principal

Our HCS School Principal is Mrs. Claudia Dougherty. To contact her at school call 566-2922 or e-mail her at claudia.dougherty@holychildhoodschool.com.

Priority List

HCS Preschool has established a priority list for registration availability. The following list will be put into action if the class is at maximum capacity.

If maximum levels are reached, a waiting list will be started.

First Priority: those with children at HCS or already enrolled in our 3 year old program.

Second Priority: those who are parishioners of HC Parish

Third Priority: those who are practicing Catholics from another parish

Fourth Priority: those who are of other faiths.

*As Registrations are returned, they will be noted by the date and time they were received. This will aid us as we sort registrations into priorities. Deadline for registration is March 16th.

Q

Questions

Please feel free to stop in, send in a note, call, or e-mail us if you have any questions or concerns.

Quick Goodbye's

Quick goodbye's lead to dry eyes.

R

Recess

All students will have a morning recess either on the playground or gym; those who attend full day, will also have a recess in the afternoon.

Registration

Pre-K registration forms begin to be available at the spring Open House & Registration night.

Rest Time

For the full day students, a rest time of about 1 hour and 30 minutes is given. A nap mat is required for all full time students. If he/she would also like to bring in a small blanket to cover up with or a small "friend" to snuggle with, that is fine; however we do not have the space in our classroom to store these items.

So if your child wishes to bring these, they must stay in his/her backpack. For those students not napping, they are allowed to look at books while quietly lying on their mat.

Room Parent

This parent is responsible for contacting parents who have signed up for bringing in items for the parties. He /she will also work with the teacher to help plan and coordinate the Pre-K Field Day in May.

Rules

Our classroom rules include: helping hands, looking eyes, listening ears, quiet voices, walking feet, and loving hearts.

S

Schedule

Our Pre-K schedule is listed in detail on our classroom website.

School Pictures

Individual and class pictures are taken in the fall and individual pictures will again be taken in the spring. Spring pictures are optional.

School Supplies

See the link on the class website for the school supply list. It is best to bring your school supplies to Open House at the beginning of the year.

Secretary

Our school secretary is Mrs. Nancy Fohne. Please contact her in the office if your child will be absent or if you have any questions in general regarding HCS.

Skating Party

One Friday night in September a Fun Spot Skating Party is held. HOPE rents the rink for a few hours just for our school to attend. All HCS students are invited to come.

Snack

All students will receive a morning snack (animal crackers, goldfish, vanilla wafers, graham crackers, fruit, Teddy Grahams, etc.) as well as a carton of juice. Full time students will also receive another snack in the afternoon.

Special Person's Day

Our last day before Thanksgiving Break is Special Person's Day.

Students may bring in a special person (parent, godparent, grandparents, special neighbor, etc.) to join in Mass, take a tour of the school, and to visit our annual Scholastic Book Fair.

T

Teacher

Our two Pre-K teachers are Mrs. Judy Schneider and Mrs. Anna Wolfe. For any questions or concerns, you may e-mail us at:

judy.schneider@holychildhoodschool.com

or

anna.wolfe@holychildhoodschool.com

Tennis Shoes

Please send your child to school in tennis shoes. Anything other poses a problem with playing in the gym, getting rocks from the playground and them falling off while playing. It is also much safer for them.

Toys

Please do not send your child's toys in with them to school. Not only do they cause problems with fighting over them, but the risk of them getting misplaced is very high.

Tuition

Tuition is due the first day of the month.

U

Uniforms

Preschool students will wear school uniforms. Specific information to be given out at our Informational Meeting in February.

Uniform Exchange

HOPE sponsors a uniform exchange located in the cafeteria for ALL families. The system works by either sending in your clothes that no longer fit your child and/or then picking out clothes that they are in need of. The uniform exchange is also FREE!

V

Variety Show

Each spring the 8th grade class hosts a variety show with a given theme. Each class is then required to come up with a dance to perform that evening. The Pre-K Classes will be participating in this. Arrive at least 30 minutes prior to get a good seat.

Visitors

During school hours, visitors to HCS are admitted to the school through the west school entrance only. All entrances are locked. To be admitted, press the button on the intercom/microphone box at the west entrance and someone in the office will release the door lock. Proceed directly to the school office upon entering the building.

Visitors are asked to sign in and to wear a visitor's badge.

Volunteers

Volunteers are always welcome and needed, however, all volunteers MUST attend an Initial Child Protection Training class or refresher course. Volunteers are needed in the classroom, attending field trips, as room parents, or as classroom volunteers to read or work with the children.

Throughout the school volunteers are needed in the cafeteria, library, and for playground duty.

W

Webpage

You can find the Holy Childhood School website by visiting: www.holychildhoodschool.com.

To view our classroom website, click on "Current Students/Families", then on "Teachers Web Pages", then on "Pre-K: Mrs. Schneider" or "Pre-K: Mrs. Wolfe". Weekly information and other notes are posted here.

Wishlist

If our class is in need of items to complete certain projects, we will put it on our "Wishlist" located on our weekly newsletter as well as on our websites.

X

X-citing X-perience

Pre-K is an X-citing X-perience for your child. He or she will come home tired!

X-tra Set of Clothes

On the school supply list, we ask that you please send in an extra set of clothes for your child. Please include a uniform shirt, uniform bottoms, underwear and socks. Whether your child has an accident or even just spills juice, the extra clothes come in handy.

Y

You

You are your child's first and most important teacher!

Your Ideas & Suggestions

If ever you have any new ideas, please let us know! We are always open to suggestions!

Z

ZZzzzzz....

Please make sure that your child gets plenty of rest. Setting and keeping a bedtime schedule and routine is a wonderful gift you can give your child.