

Bridges & Beyond Preschool 2021-2022 School Year



Parent Handbook

Bridges & Beyond Preschool
1340 Wall Road Suite 100
Wake Forest, NC 27587
www.bridgesandbeyond.com

Dear Parents,

Welcome! We are thrilled that you have chosen to begin this journey with us! Thank you for the trust that you have placed in us by enrolling your child in Wake Forest's unique Preschool Program. We ask for your suggestions in the year to come as we continue to nurture what we know is the BEST PROGRAM for the children in the community!

Enclosed, you will find information about the philosophies of Bridges & Beyond, the calendar for the 2021 - 2022 school year, and general program information. Please use this handbook as a guide and understand adjustments may be made as we move forward.

Thank you again! We are looking forward to getting to know your family and to working with your children as we anticipate an exciting new year ahead!

Sincerely,

Debi Lilienthal & Lori Lewis



PHILOSOPHY

Beyond Expectations (qualified teachers, small groups, play-based focus)

Our intention is to offer a program that surpasses your expectations. Our teachers have the knowledge and experience that will enable them to collaborate in an environment where nurturing, flexibility, and knowledge are key. Our groups will have 6-8 children, which allow more individualized attention.

“Reggio Emilia” influenced

We honor this approach to teaching, and will reflect many “Reggio” characteristics including: organized and appealing classrooms, areas for mixed-age play, attention to documentation that is then displayed, exploration and problem-solving as important avenues of learning, and exemplary opportunities for expression through artistic “languages” like painting, sculpting, collage, drama, and music. “Reggio” also values projects that are accessible over time so that children can revisit and rethink ideas. Many Reggio Emilia ideas can be explored at www.cep.crc.uiuc.edu.com, under “popular topics”.

Inclusive Setting

An “inclusive setting” presents an environment where children with special needs and their same-age peers are learning together. Experience and research tell us that ALL children learn better in such an environment because closer attention is given to individual potential, and that children learn valuable lessons that will last a lifetime! You can read articles related to inclusion at www.naeyc.org.com.

Developmental Program

Children acquire skills at different rates. We will strive to address needs and engage interests at the individual child's level of development. This supports children in reaching their fullest potential. We believe that children learn best through play and when they feel safe to explore and manipulate. Using developmentally appropriate practices, will help to ensure success!

Group-Parent Volunteer Options

Parents are always welcome in our preschool classes. We have an open door policy, which means...you are always welcome!

Emergent Curriculum

We will ensure that children are introduced to learning in a way that is non-threatening and fun, because early childhood is a critical period for brain development as well as for literacy development. Teachers will plan together in order to provide learning experiences that will introduce early learning concepts, but most importantly, will build upon the interests of the children.

Student-Teacher “Negotiated Environment”

Children thrive when they feel competent and confident in their surroundings. Bridges & Beyond aims to be a setting that will allow children to help make decisions that influence their time with us. While we believe that teachers should also guide children, we think for children, maintaining some control will foster independence and self-esteem.



OTHER INFORMATION

Hours of Operation

Monday - Friday

9:00 a.m. - 12:00 p.m. (2 yr - 5 yr old class)

12:30 p.m. - 3:30 p.m. (Afternoon Classes)

Monthly Tuition

One Day: \$110.00

Two Day: \$215.00

Three Day: \$280.00

Four Day: \$335.00

Five Day: \$355.00

Tuition is due on the 1st of the month prior to the current month, please plan to pay September's tuition on August 1st. Tuition will not be prorated for any days missed for holidays, sickness, vacation, or inclement weather. All tuition checks should be made out to Bridges & Beyond Preschool. Payments can be placed in the tuition box located outside the Director's office.

There will be a **\$25.00 late fee** for all late tuition payments. Tuition will be considered late after the 10th of the month. After the 15th, a student's spot is no longer guaranteed.

There will be a \$35.00 fee charged on any returned checks to cover bank charges.

Any payments that are due and have not been collected past 90 days of service will be forwarded to our Collection Agency.

Please allow a 30 day notice of plans to withdraw in writing. Monthly tuition payments cannot be refunded or prorated for early withdrawal.

Registration priority will be given first to current students, then to siblings of current students. Openings will then be offered to the community and guaranteed upon receipt of the non refundable Registration Fee.



THE SPACE

Bridges & Beyond is located at 1340 Wall Road, Suite 100 in Wake Forest, just 2.5 miles north of the Kohl's Shopping Center.

Our Space consists of six areas:

The **WELCOME ROOM** will be our gathering area. Upon arrival, the children will place their belongings in their assigned locker, and visit each other or choose an activity here, like books, games or manipulatives.

We have **DISCOVERY ZONE**, which houses areas for block play and dramatic play, which might include dress-up, doll play, trains, and more, with opportunities to change and combine centers based on our student's interest.

The **ATELIER**, is an Italian word for "Little Art Studio." Here, the children will explore a variety of art mediums and sensory materials and will also have access to materials to promote early literacy and interest skills.

THINK TANK is an area that addresses early learning and critical thinking skills. Games and manipulatives are provided to stimulate cognitive, fine motor, language and social development.

The **RAINBOW ROOM** will be used for music, movement, poetry, song, story and group time.

Our **OUTSIDE PLAY AREA** will offer endless possibilities as we continue to develop this space to promote natural and imaginative play.



FORMS TO COMPLETE

- Registration Form
- Emergency/Medical Form
- Allergy Action Plan (if applicable)
- Alternative Pick-Up Card
- Liability Release
- Financial Agreement
- Inclusion Agreement
- Receipt of Parent Handbook Form
- PTA Free Developmental Screening Permission Form
- COVID-19 Waiver

Allergies

We are a **Peanut FREE** school. No peanuts, in any form, are allowed in our preschool.

Arrival/Departure Procedures

For the safety of our children, we ask that you accompany your child at all times while walking through the parking lot and the building. Please respect the need of your child's teacher to take this time getting ready for the day. Conferences can be scheduled by parents and teachers at times that are convenient for both of you. **Departure time is 12:00p.m.** Please be prompt as many of our teachers need this time to prepare for the following day. Thank you for your consideration in these matters as our staff will rely on periods of time before and after school to ensure a quality program.

Children will not be released to anyone not listed on the Alternate Pick-Up Cards, which will be available to you during the time of Registration and throughout the year. Please keep these cards updated regularly. For unfamiliar adults listed, please advise them to bring a picture ID.

Please remember to DRIVE SLOWLY and WATCH CAREFULLY for children when entering and leaving the parking lot.

Things to bring

In your child's bag, please include a change of clothes (seasonally appropriate) and diapers and wipes (if needed). **Please label everything with your child's name. This includes jackets, hats, gloves, etc.**

Bathroom/diapering

Diaper changes/toileting will occur on a schedule indicated by parents and as needed. We have no enrollment restrictions based on potty-training and are here to assist with potty training as your family is ready.

Snacks

Parents are asked to sign up for one week out of the school year and donate enough snacks to share for the week. Water is also given at snack time. **NO PEANUTS OR PEANUT BUTTER.** Some suggestions of acceptable snacks:

- Pretzels
- Graham Crackers, Animal Crackers, Ritz Crackers
- Dry Cereal
- Granola Bars
- Fresh Fruit/Veggies
- Yogurt
- Apple Sauce
- Small paper plates & 5 oz paper cups are always needed

Special Diets

If your child has allergies or food sensitivities, we welcome you to send a snack that is agreeable to them. We can not withhold food when others are eating, so please be diligent about providing one.

Illness Policy

If your child is sick or unusually irritable or tired, please do not send them to school. They need to be free from vomiting, fever, diarrhea, contagious virus, or have been on antibiotics for **24 hours** before returning to school. If he/she has thick, green mucus coming out of the nose continuously, please keep them home as well. This indicates infection which is contagious to others and if there is a need for us to wipe your child's nose more than three times in this condition, you will receive a call and your child may be sent home.

We respectfully ask the same for you as the caregiver or any siblings. If you are not feeling well and are contagious (as well as any siblings), please do not come to school. We promise you, your health is more important than anything you might think your student might be missing out on preschool that day. Since we are an inclusive preschool, we have to be extra cautious as we have friends with very sensitive immune systems.

We appreciate your extra caution for the purpose of keeping the other students, families and teachers well.

Injuries

For injuries warranting documentation, a parent will be notified by phone call and staff will fill out an injury report to be signed by a parent and filed.

Fire Drills

We have posted our fire exit plan and practice fire drills regularly.

Inclement Weather

Bridges & Beyond Preschool follows Franklin County Public Schools Inclement Policy but reserves the right to adhere to our own judgement. Basic guidelines follow as:

If FCPSS is delayed for any time to open schools, Bridges will have **NO DELAY**.

If FCPSS is **CLOSED**, Bridges & Beyond Preschool will be **CLOSED** also. If FCPSS has an early release due to Inclement Weather, Bridges will cancel and be **CLOSED** for all Afternoon Classes only.

Bridges will send out mobile alerts on Remind each time there is a weather condition that will affect our school opening. We want you to always use your own good judgement in whether or not the roads are safe to travel, as all our preschool families' safety will take priority.

We will not schedule a make-up day due to inclement weather, unless there are more than four missed days of school.

Visiting

Our open-door policy is part of the core in our program. We AND your child would love for you to spend time with us in the classroom. Advance notice will be helpful for planning purposes.

Security

All doors will be locked after drop-off (around 9:15 a.m.) and will remain locked until pick-up (around 11:55 p.m.). Staff are directed not to open the door to unfamiliar visitors during business hours.

Birthday Celebrations

Please check with your child's teacher if you would like to arrange something special to celebrate a birthday. We welcome parents to bring in a special treat, decorative cups and plates to celebrate. Please allow at least one week notice of any birthday celebrations so teachers can plan accordingly. Also, please keep in mind our allergy policy.

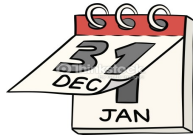
Dress Code

We recommend that all children wear washable play clothes to school. Each day we engage in sensory experiences that are often messy. We will do our best to protect clothing with smocks, but cannot guarantee that your child's clothes will not get dirty. Sandals, flip flops and Crocs may inhibit your child's ability to fully participate in gross motor activities. Classes plan to go outside everyday. Exceptions will be made due to inclement weather. Please dress your child appropriately. Please also dress your child weather appropriately.

Communicating with teachers

Our schedule encourages parents to come into the Welcome Room at drop-off and pick-up. Feel free to help your child greet their peers, show you the great things they love and do, and just get started with an activity. This, however, is not the best time to discuss confidential topics with your child's teacher. You may request a conference with your child's teacher at any time by scheduling an appointment.

Teachers will communicate weekly via an emailed class Newsletter. In addition, each class has a bulletin board in our hallway where teachers will post songs, art projects, books and etc. they experienced during the day.



SCHOOL CALENDAR 2021 - 2022

Bridges & Beyond will operate on the framework of the Franklin County traditional school calendar. Based on various community preschool's calendars, slight modifications have been made in order to provide routine breaks for teacher planning.

Calendar will be sent out separately from the Handbook.