



# Bear Creek Preschool

Faith • Mind • Heart

## GENERAL INFORMATION

For a complete, electronic version of the most up-to-date Family Handbook, log in on MyBC/Parents (click "Parents" under MyBC at the upper right corner of any page at [www.tbcs.org](http://www.tbcs.org)). After logging in, expand the Family Handbook tab find the publication.

## CONTACT AND ATTENDANCE

### Valley Campus

425-885-9401

19315 NE 95th Street, Redmond

[www.bearcreekpreschool.org](http://www.bearcreekpreschool.org)

[Valley.Office@tbcs.org](mailto:Valley.Office@tbcs.org)

If a student is absent due to illness or another cause, the parent should call or email the office *and his/her child's teacher* by 9:00 a.m. using the contact information above. Attendance records for all preschool students are tracked through the main office to ensure the safety of our children and for the health room to track illness.

## CLASS HOURS (SCHEDULE)

All classes meet from 8:45 a.m. to 11:45 a.m.

### Daily Schedule (Sample)

8:45 a.m.	Opening Activity/Free Exploration
9:00 a.m.	Circle Time
9:15 a.m.	Science/Social Studies/Art
9:30 a.m.	Math Stations
10:15 a.m.	Recess
10:30 a.m.	Snack and Bathroom
10:45 a.m.	Reading Stations
11:30 a.m.	Music/Bible
11:45 a.m.	Dismissal

Cubs Club meets from 11:45 a.m. - 12:30 p.m.

## DROP-OFF AND PICK-UP

Parents should park and walk their children to the classroom, signing them in upon arrival. Classrooms will open at 8:40 a.m. each morning. At the end of the day parents may park and meet their children, or wait in the carpool pick-up line. For the safety of the students, parents who wait in line in their cars should plan to buckle their own children into car seats. Teachers will accompany students to the car, and parents may exit their cars to assist their children.

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## CUBS CLUB

Bear Creek Preschool students may enroll in Cubs Club which takes place from 11:45 a.m. – 12:30 p.m., lengthening the school day for these students. Classes vary by day, but offerings include Music and Movement, Sports Den, Dance Discovery, Sprout with Art, Redwine Soccer, Spanish, Gymnastics, and Lunch Bunch. Class sizes are limited and space is offered in each session on a first-come, first-served basis. Sign up online after July 1 at [www.tbcs.org](http://www.tbcs.org).

## WEATHER-RELATED SCHOOL CLOSURES AND DELAYS

When harsh weather conditions prevail, our first concern is the welfare and safety of the students. If parents feel conditions are too hazardous, students may be kept home. Weather-related school closures or delays will be announced on the Internet, radio, and TV. We will also email and text all parents with this information.

### Please check the following resources for updates:

Internet: Go to [www.flashalert.net](http://www.flashalert.net) and look for “The Bear Creek School” under “Seattle-area Private Schools”. If there is no Bear Creek message, school is in session on our regular schedule.

Website: A message will be placed on the home page of our website [www.tbcs.org](http://www.tbcs.org).

Text and email messages: Please make every effort to keep your Family Profile up-to-date on the Parent Portal so that emails and text messages will be received. Verify accuracy when you complete your Summer Packet, and log in Parent Portal via MyBC/Parents to make any mid-year updates. It is not necessary to sign up for text and email emergency messages.

Radio and TV: Updates may be heard on most local radio and local network television stations.

School Telephones: During an emergency, we will place updated messages on the voicemail at both campuses. In the event of a power outage at the school, the voicemail system may be unavailable for update, in which case you should always check [flashalert.net](http://flashalert.net) or our website.

## SCHOOL PICTURES

Individual student pictures are taken in the fall, and group photos by class are taken in the spring. While families are not required to purchase pictures, all students are photographed for inclusion in the annual memory book. Information on picture packages and prices will be sent home in advance. Payment for pictures is due on Picture Day and payable to the photographer.

In the summer, all parents will receive an account on Vidigami, our secure photo-sharing site after receiving access to the Parent Portal. Click the link on the MyBC/Parents page to set up your account. After you have set up your account, you can access Vidigami directly from the Parents page, and you can download the app to your iOS or Android device to make sharing and viewing photos even easier.

Teachers and staff will share photos on this site, and parents are encouraged to also share photos they take with their children’s classmates. Please tag your child in photos you and others post to maintain a photo record of your child’s school year. Download photos of your child to save personal copies.

## HEALTH

See the Forms tab on the MyBC/Parents page and expand Health Forms and Immunization Forms for all the access to all the necessary medication and immunization forms.

### Snacks:

Bear Creek will provide daily snack for students in the Preschool Program. The school does **not** use any nut products but if your child has special food allergies we suggest you speak directly to your child’s teacher.

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### Illnesses:

Please **do not** send your child to school if he/she is sick. If he/she has a fever, is vomiting, or has diarrhea, he/she will be sent home from school. Students must remain home or a minimum of 24 hours after the symptoms have stopped, without aid of medication. We also encourage you to keep your child home from school if he/she is feeling unwell and is too sick or tired to participate in classroom activities. Please encourage your child to wash hands, eat healthy foods, and get plenty of rest.

### Emergency Response Plan:

In the event of a major disaster, students will remain at the school under the supervision of their teachers and available parent volunteers per the Bear Creek Emergency Response Plan. Emergency supplies and equipment are stored at all campuses. Your child will only be released to adults authorized as an Emergency Contact in your Family Profile or with the approval of a parent or legal guardian.

## CURRICULUM NIGHT

Curriculum Night is held early in the school year. This is a time for parents to meet their child(ren)'s classroom teacher(s) and hear about the curriculum, programs, and events planned for the coming school year. Please check the school calendar for the date.

## PARENT/TEACHER CONFERENCES

In order to enhance parent/teacher communication and mutual understanding of student progress, two conferences will be held during the school year. These conferences will be scheduled at the end of the first and second trimesters. Please check the current school calendar for these dates.

## CELEBRATING BIRTHDAYS

Parents may bring simple refreshments for the class on their child's birthday by pre-arrangement with the teacher. Birthday snacks must be store-bought in the original packaging, not baked at home. Parents must supply any paper goods needed. No gifts should be exchanged. Private party invitations may be distributed at school if every student in the class is invited; otherwise, please mail or distribute invitations off-campus.

## SCHOOL REPORT CARDS

Report cards are given to parents twice a year at parent/teacher conferences.

## DISCIPLINE

Behaviors that contribute to a positive learning environment are encouraged as we nurture each student to grow into the individual God intends. Teachers use positive interactions to create a nurturing environment and create a classroom of mutual respect. When problems arise logical consequences are given. If basic management techniques are not effective the teacher will work with the parents and Division Head to create a plan.

## COMMUNICATION

Parent newsletters are sent home regularly and provide important information about the week's activities and upcoming events. *The Bear Facts* is a school-wide publication and is emailed to parents each Friday.

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## EXTRA CLOTHES

Please send in a change of clothes in a labeled gallon-size Ziploc bag (shirt, pants, socks, and underwear). These will be kept at school and used in case of messes or accidents.

## POTTY TRAINING

Students should be able to independently manage their bathroom needs before entering the Preschool Program. Parents are asked to take their child to the bathroom to use the toilet and wash hands prior to entering the classroom.

## PLAYGROUND SAFETY

Students have a daily outdoor recess time, weather permitting. At least two staff members actively supervise the children to ensure that safety practices are followed at all times.

## PARENT PARTICIPATION

Parent involvement is encouraged as it is essential to a good education. Volunteering provides an opportunity for parents to become involved in their student's educational experience.

### **Guidelines for Volunteers:**

We appreciate your volunteer time in the classroom. Volunteer sign-ups are available at Curriculum Night and opportunities include jobs such as math or reading station helper, art docent, party planner, and DIG (outdoor science) assistant. To make your time more effective, please observe the following guidelines:

If you are expected to volunteer, but cannot be present, please try to arrange a substitute. If you cannot find someone to fill your position, please notify your child's teacher or the main office in advance.

Information or observations about individual students are to be kept confidential. If you feel there is a problem, please notify the teacher.

Volunteers working with students will be asked to complete a background check authorization, which is included in the annual Summer Packet.

Parents may want to begin volunteering only after their child has transitioned into the new classroom environment.

## GRANDPARENTS

Our classroom doors are always open to receive grandparent visitors at any time of year, so please contact the teacher if you would like your child's grandparents to see the classroom in action.

Every other year, The Bear Creek School schedules a day to honor our grandparents. Grandparents of students in grades K-12 attend special programs and visit the classrooms at Redmond Campus. The varying days and times of our Preschool class sessions make it difficult to include our youngest students in the formal festivities. If your preschooler has grandparents participating in Grandparents Day in October with older Bear Creek siblings, they are welcome to visit Preschool classes at Valley Campus before or after their visit to Redmond Campus.

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## LEARNING EXTENSION ACTIVITIES

We believe education is a partnership between the school and home. The activities below will give ideas for extending your child's learning outside the classroom.

### LANGUAGE

Read aloud

- Explore the beauty of language through poetry, nursery rhymes, songs
- Look for rhyming words
- Look for patterns
- Read alphabet books
- Ask questions that involve the child in the book
  - Why do you think that happened?
  - How would you feel if that happened to you?
  - What do you think will happen next?

Make connection from oral language to written words

- Write grocery lists together
- Write thank-you notes
- Let child dictate stories

Identify letters

- Point out letters in print all around—signs, billboards, bumper stickers, cereal boxes

Make the letters

- Play Doh
- Salt box, sand box, or shaving cream
- Yarn, cotton balls, ripped pieces of paper, or toothpicks

Help connect sounds with letters

- Start with most obvious sounds: M, T, F
- Listen for sounds in words
- Emphasize initial consonant sounds and ending sound
- Pull toys out of toy box and match letter sounds
- Play letter games in the car
  - Ten things that start with T
  - I am thinking of a person whose name starts with S
  - I spy an object that starts with P

Put sounds together to make words

- Short vowel words
- Rhyming books

Model reading

Ask questions that help your child connect information and events to life experiences

Talk to your child about the things they observe in the world around them

- Look through family photos
  - Nature walks
  - Science experiments—predict and then test hypothesis
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## MATH

Count with your child

- Read counting books
- Count everything—steps, toys, trees, shoes

Help develop a strong number concept

- Pick a number of the week
- Reinforce using every day objects and toys—beans, legos, blocks
- Build number sentences—find all combinations that make 5

Create patterns

Sort and classify

- Sort cars, buttons, silverware, coins, noodles

Help develop a strong concept of time, calendar

Compare objects—more or less, biggest and smallest, opposites

- Which item does not belong game

## FINE MOTOR SKILLS

Work with your child on using the correct pencil grip

Provide activities such as coloring, cutting, painting, mazes

Copy designs

Decorate with beans, buttons, macaroni, beads

Let your child mist plants with a spray bottle

Practice correct letter formation

- Start at the top on line letters
- Go counterclockwise on circle letters
- Start circle letters at 2 o'clock

Practice writing name

## LARGE MOTOR SKILLS

Play outdoors and give your child the chance to climb, run, skip, bounce a ball, jump rope, play catch, and kick a ball

Bean bag toss

Balloons—try to keep in air without touching the ground

Dance

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## SOCIAL AND LEARNING

Model sharing and celebrate when you notice your child sharing with others

Practice waiting for his/her turn in conversation and through playing games

Talk to your child about the importance of thinking about the needs of others; practice by role playing

Give short directions and expect child to complete without help

Practice problem solving by asking “What would you do if..”

Encourage independence: coats, bathroom skills, hand washing, buttons, snaps, etc.

## RESOURCES

*Reading Magic, How Reading Aloud to Your Children Will Change Their Lives Forever*  
by Mem Fox

[www.babycenter.com](http://www.babycenter.com)

[www.school.familyeducation.com](http://www.school.familyeducation.com)

*Raising Lifelong Learners, A Parent's Guide*  
by Lucy Calkins and Lydia Bellino

*Motivated Minds, Raising Children to Love Learning*  
by Deborah Stipeck and Kathy Seal