



OLGC PRESCHOOL ORIENTATION

2023-2024



OLGC PRESCHOOL

Preschool is an introduction to play-based learning, an opportunity to cultivate friendships and a time to blossom in independence and self-awareness. Through individual, small group and whole group instruction, students begin to explore the wonders of language, literacy, mathematics, religion and the arts. Our program thoughtfully and purposefully incorporates these concepts into everyday play and classroom activities. With a balanced and developmentally appropriate focus on social, emotional, physical, religious and academic growth, OLGC fosters a program where your child will grow as a student and friend in a safe and nurturing environment.



IMPORTANT DATES

- **PRESCHOOL OPEN HOUSE**

Friday, August 18, 2023 from 1:00 – 1:30 and 2:00-2:30 pm

Families will be assigned ½ hour slot for classroom visit

- **FIRST DAY OF SCHOOL**

Wednesday, August 23, 2023

August 23, 24, and 25 dismissal at 11:15



SCHOOL YEAR CALENDAR

- Refer to the OLG C School on-line calendar and the monthly preschool newsletter for school holidays, early release days and special events.
- Preschool students are dismissed at **11:15** a.m. on early release days. Pick up your preschooler before picking up older siblings.
- OLG C Preschool generally follows Fairfax County Public School for inclement weather.



SCHOOL SCHEDULE

- Morning Drop off 7:45 - 8:00 a.m.
- ½ Day 3's Program 8:00 a.m. – 11:45 p.m.
- Full Day Program 8:00 a.m. – 2:45 p.m.
- School begins at 8:00. Please email if you will be arriving late.
- Afternoon Carpool 2:45 p.m.



CARPOOL PROCEDURES

MORNING CARPOOL

Park in the preschool parking lot (the side lot of DeSales Hall).

Take your child from the car and walk him/her to the sidewalk in front of the preschool doors. A staff member will walk your child into the school. Please make your good-byes quick! If you have children in the big school, please drop them off first, then proceed to the preschool. Do not park in the preschool lot and walk older children over to the big school.

MIDDAY CARPOOL

Park and exit your car. Wait on the front sidewalk, holding a sign with your child's name. Children will be dismissed to you.

AFTERNOON CARPOOL (for students who do not have older siblings at the big school)

Park in side lot of DeSales Hall

Park and exit your car. Wait on the front sidewalk holding a sign with your child's name. Children will be called for dismissal.

AFTERNOON CARPOOL (for students with older siblings at OLG)

Park in the carpool lane at the big school no later than 2:40.

Walk over to the preschool and wait on the sidewalk holding a sign with your child's name. Children will be called for dismissal

EARLY DISMISSAL DAYS: pick up your preschooler BEFORE picking up your older children.



UNIFORMS

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Summer uniforms consist of the navy OLGC shorts and the light blue OLGC t-shirt. Winter uniforms consist of the navy OLGC sweatpants, the OLGC t-shirt (either short or long sleeve), and the navy OLGC sweatshirt. Skorts are being phased out. Those who have them may use them as part of the summer uniform through this school year. Non-uniform pieces (sweaters or non-OLGC sweatshirts) will be hung on hooks upon arrival in the morning.

SHOES

Closed toed, rubber soled shoes, such as sneakers, are best. Students need to be able to run, jump and play comfortably. Boots are not recommended. Crocs, sandals, and open-toed shoes are not permitted.

BACKPACKS

Backpacks should be sent in on Fridays only. All papers and artwork will go home in the backpacks on Fridays. Please make sure that your child's backpack is large enough to hold a 9 X 12 inch paper. Please do not send in toys in the backpack.

DESIGNATED OUT OF UNIFORM DAYS

Students should dress in clothes that are comfortable and suitable for active play and rest. Students should wear clothing which they can manage independently and successfully when using the restroom.



Daily Schedule

- 🔗 Arrival
- 🔗 Free Play
- 🔗 Circle Time
- 🔗 Snack
- 🔗 Outdoor Play
- 🔗 Center Time
- 🔗 Lunch
- 🔗 Rest
- 🔗 Quiet Activity
- 🔗 Story time
- 🔗 Dismissal

🔗 Monday Specials at the Big School:

- Library
- Science Lab
- Spanish
- P.E.

🔗 Music and Movement Class



Communications

- Weekly newsletter from your child's teacher
- Monthly preschool newsletter
- Mrs. Williams' Wildcat Weekly
- PTO Chatter



SNACK / LUNCH

- **SNACK**

Morning snack will be provided daily.

A snack list will be posted outside the classroom.

Snack consists of either apple juice or fresh fruit, a grain such as crackers, and water.

- **LUNCH**

Lunch will be provided daily by Schoolhouse Grill. The cost is included in your tuition. Parents will be required to set up an account and select lunches for the month. Milk can be purchased for the year. Water will be provided otherwise.

No outside food or drink is allowed in the preschool.



ALLERGIES

- Accommodations will be made for students with **documented** food allergies.
- Parents will meet with the Preschool Director prior to the first day of school to discuss these accommodations.
- We must have the Epipen at school before the student may attend.



BIRTHDAYS

- Your child may dress out of uniform on his/her birthday. The teachers will make it a special day. No food or treats are allowed to be brought in from home.
- Party invitations can be distributed at school as long as there is an invitation for every classmate.



REST TIME

- Students will be issued rest mats and rollee pollees (blankets).
- Licensing requires a minimum rest time of 60 minutes each day.
- Students who fall asleep during rest will be allowed to sleep for the duration of the rest period.
- Students who remain awake after the initial 30 minutes will be allowed to participate in a quiet activity.
- Students may not bring stuffed animals, blankets, or other toys to school.
- Rollee Pollees will be sent home at the end of the school week to be washed and returned the next school day.



BATHROOM PROTOCOL

- Students must be fully potty trained. Pull Ups are NOT allowed.
- Students must be able to attend to bathroom needs independently. Teachers are not permitted to assist student in wiping bottoms. Please practice at home!
- Please have your child use the bathroom before coming to school.
- Bathroom breaks are structured into the daily schedule and are taken when requested by the student.
- Flushable wet wipes are allowed. Wipes must be supplied by the parents and labeled with the child's name.
- Boys bathrooms have urinals. Please make sure that your son is familiar with the use of a urinal prior to the start of school.
- OLGK will have extra changes of clothes available for students. If your student is sent home in a "spare" set, please wash and return all pieces the next school day. Parents are asked to send in a spare pair of underpants for their child to keep at school.



Potty Accidents

- Accidents will happen.
- Students who have wet clothing will be escorted to the bathroom and provided a change of clothes.
- Teachers will guide students through the process of changing clothes.
- OLGCC will have extra uniform pieces available for students.
If your student is sent home in a “spare” set, please wash and return all pieces the next school day.
Parents will provide spare underpants to be kept at school..
- Due to health and safety standards, teachers will not be responsible for cleaning and changing soiled garments. **Parents will be contacted and the child will be sent home for the day if there is a bowel movement accident.**
- Parents will be contacted and an action plan will be devised if a child has frequent accidents.



ATTENDANCE / ABSENCES

- School starts promptly at 8:00 a.m.
- If your student will be arriving after 8:00 please send an email so that we know to expect him/her. Parents of students arriving after 8:05 a.m. will need to sign them in.
- Absences need to be reported prior to 8:00 a.m. to preschool@olgcschool.org . Please cc your child's teacher.
- Inform your student's teacher of any scheduled absences.
- Failure to inform us of a student's absence will result in a phone call from the main school.



ILLNESS

- Students with a fever of 100 or more will not be permitted to attend school.
- Students must be fever free **without medication** for at least 24 hours before returning to class.
- Students with vomiting or diarrhea will not be permitted to attend class.
- Students must be symptom free for at least 24 hours before returning to class.
- Students with communicable diseases will not be permitted to attend class. The school must be notified of any cases of communicable disease (strep, flu, Covid, lice, etc.).
- Students must be on antibiotics for 24 hours before returning to class.
- If it is deemed necessary to send a child home due to illness, parents will be notified and expected to make arrangements for the child to be picked up within 30 minutes. Please make sure that emergency contacts are up to date.



Boo-boos and other Accidents

- Accidents will happen.
- When they do, the teacher will send home an accident report at the end of the day.
- Common injuries include bumps, bruises, and scrapes, often cause by a collision with another student.
- We will follow concussion protocols when a head injury occurs.
- In the case of a serious injury parents will receive a phone call.



CHILD FIND / RESOURCE HELP

- FCPS Early Childhood Identification

Identifying concerns in one or more areas of development.

Areas of development include: Language, Speech, Cognitive, Adaptive, Social Emotional/Play/Behavior, Fine Motor, and Gross Motor

- FCPS Early Childhood Screening and Services

Child Find – Screening and Special Education services for preschool aged children.

- OLGC will partner with Child Find to provide resource help when needed.
- If your child has a current IEP, please inform the Preschool Directors.



BITING

- Biting is not a an acceptable behavior.
- Parents of both students involved in a biting incident will be notified.
- Names involved will not be shared by the preschool staff.
- Students may be sent home as a result of their actions.



FORMS

- You will be receiving a packet of school forms this evening, or in the mail if not attending this presentation. These forms must be completed and returned to OLGC no later than July 31.
- A VA Health Form must be on file before the first day of school.
- Individuals with EPI pens or other medications must have all required allergy forms completed and an action plan from the doctor on file with OLGC prior to attending school. Questions? Email Nurse Bliven at jbliven@olgcva.org.
- EPI pens must be in the Director's possession before your child attends school.
- All forms **must** be complete and submitted in order for your child to attend on the first day of school.



THANK YOU!

Thank you for joining us this evening!

We are looking forward to a wonderful year!