

Preschool Lab Handbook

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Preschool Lab Classroom: G120

Preschool Lab Phone: 952-707-2349 (for absences and during Lab times)

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What is Preschool Lab?

Preschool Lab is a course offered at Burnsville High School to preschool children from our community. High school students, under the direction of Family and Consumer Sciences teachers, gain experience in teaching and working with children in a preschool lab setting.

Eligible preschool children are 3-5 years old and fully toilet-trained. Students with special needs should be served through the District 191 early childhood special education (ECSE) program. Please visit the District 191 website at www.isd191.org for more information about ECSE.

Program Goals for the Children:

- To develop a positive self-concept
- To develop a curiosity about the world
- To develop sensory exploration skills
- To develop prosocial behavior skills
- To develop language skills, both listening and speaking
- To develop fine-motor and gross-motor skills
- To develop problem solving skills

Preschool Lab Activity Areas:

- Story Time
- Music and Movement
- Art
- Gross and Fine Motor
- Pre-Writing & Reading
- Math
- Science

Schedule Information:

Our preschool runs twice a year: fall session is October - January, and spring session is March - May. Depending on high school enrollment, we may offer a morning preschool lab or an extended day preschool lab each semester. Morning session hours are 9:50 - 11:20 a.m. When offered, extended day session hours are 9:50-1:35 p.m. Children bring in lunch from home for the extended day.

Preschool Lab runs Monday, Tuesday, Thursday, and Friday. *We are unable to hold Preschool Lab on Wednesdays due to an abbreviated schedule.* We follow the public school calendar with some exceptions. Please check your calendar for additional preschool closure days.

We are looking for children who are able to consistently attend our program and able to attend all offered days of our session, as the high school students complete observations as a part of their coursework.

SNOW DAYS/INCLEMENT WEATHER: We also follow the public school's emergency closing procedures. If the school district announces a 2 hour late start or early release, there will be no preschool.

Arrival & Departure:

Enter the drop-off loop (horseshoe) at the front of the school. At the end of the drop-off loop you can turn right into the *bus only* area. Preschool Lab parents have permission to park in the *bus only* area outside of door 8 during the drop off and pick of your child. Please park perpendicular to the sidewalk.

Upon arrival, high school instructors and/or the high school students will be waiting in the door 8 entryway for your arrival to take children inside by 9:50. If you arrive late, please call the Preschool Lab phone (952-707-2349) and a student will meet you. All guests who wish to visit BHS will need to check in at the main office with a driver's license.

Parents are asked to arrive on time for pick-up at 11:20 (morning session) or 1:35 (extended day session). Teachers will bring children outside through door 8 to meet parents/adults. If your child is to leave with someone other than those on the pickup list, please notify the instructor in writing as to the change (that person will also need to show identification). Arrivals and departures should be at the times designated when at all possible.

Health Information:

Each child is required to have on file a health statement, which includes a record of up-to-date immunization records provided by the child's doctor. Immunization records should be received before the first day of school. Please discuss any food allergies with the instructor ahead of time.

As a consideration for others, please do not send your child to preschool if they are ill, or had a fever 24 hours prior to preschool. Should a child become ill during the preschool day, the parent is notified.

Please notify the instructor if your child is ill and will not be attending preschool. You may email the instructor or call the Preschool Lab (952-707-2349) and leave a voicemail.

Guidance:

High school students utilize the *Guidance: Social-Emotional Supports* attached at the end of the handbook. These are from the Early Childhood and Youth Development program at Dakota County Technical College. Due to our class being a learning lab for high school students, our program may not be the best fit for children with more significant social-emotional needs.

Personal Belongings:

A book bag or tote is helpful for carrying all special projects, belongings, papers, and special notices to and from school. Please be sure it is labeled with the child's name. Be sure to look in your child's book bag when they come home from preschool. They have special projects and papers to share with you!

It is encouraged for you to have a change of clothes in the child's book bag (or left at preschool) in case of any accidents.

The high school teachers may plan show and tell days. During circle time, children may participate in sharing. This gives the children an opportunity to use their communication skills. It is helpful if items are labeled with the child's name. On some days we will encourage sharing items that support the theme. Please use discretion when helping your child choose a sharing item to bring to preschool.

Lunch:

Children enrolled in an extended day session should bring lunch to Lab each day. Please bring lunches that do not need to be refrigerated or heated up at school.

Tuition & Snacks:

Tuition is \$20 per child per session, or \$40 for the year (session 1/fall: October - January, and session 2: March - May). Please bring \$20 cash or check (written out to BHS) to the Meet the Teachers event or the first week of lab each session.

We also ask families to bring in 3 snacks for the entire group (e.g.- crackers, either individual sizes bags or a box to split). **We are a peanut/nut free classroom. Please do not bring peanuts, tree nuts, or any foods containing nuts into the classroom for snack or lunch.**

We may ask parents to bring in all/some of the following as a part of the tuition:

- box of tissues
- hand sanitizer
- container of disinfectant wipes

Children may bring (store-bought) treats for their birthday or any other time during the preschool year. Please give an advance notice when possible.

GUIDANCE: SOCIAL EMOTIONAL SUPPORTS

Direct Guidance Principles to Remember

- **Plan ahead.** Anticipate problems.
- Use simple language.
- **Speak in a calm, relaxed tone;** focus on replacement behavior, avoid 'don't' behavior.
- **Be positive.** Notice acceptable behavior and comment on it.
- **Offer choices with care;** don't offer a choice if there is none.
- **Encourage independence and cooperation**
- **Model positive behavior**
- **Be firm.** Stick to class rules.
- **Be consistent** from day to day and between staff
- **Provide time for change.** Give warning before transitions "5 more minutes"
- **Consider the child's feelings.** Offer comfort even when behavior is not acceptable.
- **Intervene when necessary.** Act early when action could turn hurtful.

REMEMBER THE 'NEVERS'

- NEVER alone
- NEVER physical
- NEVER threatening
- NEVER lose your cool!

Techniques for Effective Guidance

- ❖ **MODELING**
Use verbal and non-verbal actions that set an example for children to imitate.
- ❖ **LISTENING**
Give children your full attention and respond to them by repeating what they have said.
"You're saying that you had the truck first, is that right"
- ❖ **IGNORING**
If a child's inappropriate behavior is not dangerous or upsetting others, avoid giving it attention or acknowledging it.
- ❖ **WARNING**
Remind children that failing to follow a classroom rule results in consequences.
"Remember if you throw blocks you will have to choose a new area to play."
- ❖ **ENCOURAGEMENT**
Recognize children's efforts and help them to believe in themselves.
"I know you can fix that block tower."
- ❖ **PRAISING – RECOGNITION**
Recognize children's accomplishments. Notice behavior you want repeated.
"The way you asked for that book was very friendly, that's helpful behavior Alex."
- ❖ **SUGGESTING**
Place thoughts for consideration into children's minds.
"Here is the sponge you will need to clean up that spill."
- ❖ **PROMPTING**
Provide a verbal or nonverbal action that encourages children to stop a particular behavior or start an acceptable one.
"What is the rule when we ride tricycles?"
- ❖ **PERSUADING**
Encourage children to act or behave in a certain way by appealing to their basic wants and needs.
"We're having so much fun at the water table, won't you join us?"
- ❖ **REDIRECTING**
Turn the child's attention in a different direction.
"Have you seen this new puzzle we have out today?"