Powell COUNTY

PRESCHOOL

PARENT HANDBOOK

2024-25

Handbook Committee Members

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Table of Contents

Arrival and Departure 11
Assessment 7
Attendance Policy 9
Bus Transportation.....10
Confidentiality 11
Curriculum 6
Health and Safety 8
Helpful tips.....13
How children learn 14
How you can help 13
KERA of 1990 & House Bill 235 4
Key People chart 12
Meals 10
Medication Procedures 10
Mission Statement 5
Parent Involvement 11
Preschool Hours 6
Reporting Child Abuse/ Neglect 11
Response to Intervention.....8
Required Paperwork 12

Kentucky Education Reform Act of 1990
Preschool Programs

The Kentucky Education Reform Act (KERA) of 1990 makes preschool education an important part of every school districts' program.

Preschool Programs are educational programs that focus on the physical, intellectual, and social and emotional development of 3 or 4 year old children.

Preschool programs offered through the public schools have the following components:

- preschool services for eligible children at no cost to the parent
- activities that develop creativity and thinking skills through play
- partnerships with the parents through parent education
- cooperation among programs and with other agencies to provide services
- developmental, medical and health screenings
- Special Education Services for qualifying students

By 1991-92, all school districts will have or contract for:

FOUR-YEAR-OLD PROGRAMS	SPECIAL NEEDS SERVICES
• Participating children must be eligible for free lunch AND four years old by August 1 • Developmentally appropriate program for one-half school day.	• Children with disabilities • Age 3 or above (as of Aug. 1) • Related services, such as speech, physical or occupational therapies, transportation

House Bill 235 was enacted for the 2014-15 school year that changed the minimum age for Preschool entrance by moving the Birthday cutoff from Oct. 1 to Aug. 1.

Children are admitted to the Powell County Preschool Program regardless of race, creed, sex, religion, color, or disability.

Mission Statement

The mission of the Powell County Schools Preschool Program is to provide children and their families with quality educational services that will foster independence and self-sufficiency in each child, regardless of ability or disability. By doing so, the child will be better prepared for his or her next educational environment, as well as for life at home and in the community.

Preschool is not a watered-down version of kindergarten! An active, developmentally appropriate approach to learning is incorporated in all activities. The teaching staff seeks to discover the individual skills of each child and uses that knowledge as a foundation to build concepts and skills throughout the year. Staff members also work to meet the individual needs of each child. As no one person can provide all the emotional, physical and educational support that a child needs, the preschool program utilizes a team approach: valuing information received from therapists, counselors, teaching assistants, and, most importantly, family members. It is in this way that we can meet the needs of the whole child.

Powell County Preschool Program Goals

1. *To provide quality early childhood education to all children enrolled.*
2. *To ensure that the environment is accepting and accessible to all children regardless of ability or disability.*
3. *To provide a whole-child approach to education.*
4. *To maintain open communication with the family.*
5. *To serve as a positive member and representative of the Powell County School System.*

PRESCHOOL HOURS:

Clay City Elementary – 7:30-3:20
Stanton Elementary – 7:30-3:20
Bowen Elementary - 7:30-3:20

The times listed above are subject to change slightly from year to year due to changing bus schedules. Preschool students attend school Monday through Thursday- no school on Fridays.

CURRICULUM:

Preschool classrooms typically follow a consistent daily routine. Instruction is provided in large group, small group and individual activities. Skills are embedded throughout daily routine and activities.

The classroom environment is designed for active learning and self-discovery. Activity centers are arranged to encourage and enhance skill development, and include such areas as fine motor, dramatic play, art, science and library.

Structure is extremely important to children of all ages. Knowing what to expect from the surroundings and being able to predict what will happen next is a source of comfort to us all; it makes us feel safe. Preschoolers are no different. A predictable classroom routine and consistent rules allow children to take initiative, problem solve, and develop independence and self esteem. Positive reinforcement, redirection, verbal reminders, visual cues and natural consequences are used consistently in the classroom to encourage appropriate behavior.

Preschool students will spend time outside each day when possible. By doing so, they develop balance and coordination. Be sure to dress your child in clothing (including shoes!) that is appropriate to the weather. When possible, avoid allowing your child to wear flip flops to school.

ASSESSMENT:

All Preschool students must be screened for potential Hearing, Vision, Speech, and/or Developmental Delays within 30 days of enrollment. Any student that demonstrates a potential delay will participate in a Response To Intervention (RTI) Plan to determine if further referral for assessment is necessary.

Preschool students are assessed throughout the year with Teaching Strategies Gold (TSG) and the Readiness Tracking Document. While data is collected on an ongoing basis, parents will receive a detailed report in the Fall, Winter and Spring. Progress reports are sent home three (3) times per year for all children in the preschool classroom.

Preschoolers who are eligible for preschool based on a delay in their development have Individual Education Programs (IEPs). Parents will receive a progress report on IEP goals and objectives as often as a regular progress reports are sent, typically, 3 times a year as aligned with TSG. The Admissions and Release Committee (ARC) will meet annually to review and update the plan.

Response To Intervention:

Response to Intervention occurs when a child demonstrates a potential delay in one or more of the five Developmental Domains {Cognition, Motor, Social-Emotional, Adaptive/Self-Help, or Communication} on the DIAL-4; which is the universal screening tool for Powell Preschool. Once a potential domain of delay is identified then the following steps occurs:

- The parent is notified of potential delay domain and RTI procedures
- A Tier 1 plan is developed that outlines the goals for each identified Domain and the researched based strategies and Interventions to be used with the student
- Student progress is monitored weekly for improvements by teaching staff {Occurs in all Tiers}
- Progress is reviewed every two weeks for 4 – 6 weeks in each Tier; if student is progressing then teaching staff continues interventions but if there is little to no progress then student is referred to Tier 2

- Tier 2 RTI includes the use of more intensive interventions and strategies to enhance student progress for a minimum of 3 weeks
- At the end of Tier 2 timeline, a decision is made to 1.) Continue interventions if moderate progress has occurred, 2. Dismiss from RTI process if significant progress has occurred, or to 3. Refer for evaluation in Tier 3 (SPED) if little to no progress has occurred. Interventions continue with student through the assessment process if a referral is completed

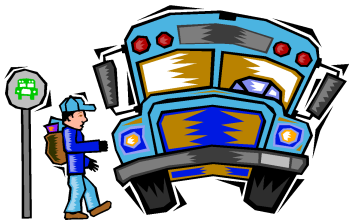
For students that do not meet income eligibility to be enrolled in the Preschool Program, a designated day and time for the RTI plan to be implemented will be set up with an IECE teacher for the student. This is usually a 2 hour session for 2 days during each week of the RTI process and requires parent transportation to and from the school site.

HEALTH AND SAFETY:

In the event of an accident or emergency, every effort is made to notify the parent/ guardian immediately. **Signing the emergency medical treatment permission section of the Student Information form enables the school to seek medical care for the child if the staff is unable to reach the parent. Please be sure to update this information if it should change during the year!!** We must have an emergency number on file for every child.

In order to reduce the spread of contagious disease, please do not send your preschooler to school with:

- Temperature of 100 degrees or greater
- Vomiting and/ or diarrhea
- A severe cold with fever, sneezing, nose drainage, bronchitis and/ or croup
- Contagious eye or skin infections ("pink eye", "ring worm", etc.)
- Lice



ATTENDANCE POLICY

In order for a child to benefit from any educational program, consistent attendance is crucial.

Please notify the teacher when your child will be absent. Illness and family emergencies are valid excuses. Families will be contacted within one hour of reported absence unless reported prior to the teacher.

The teacher maintains attendance records so please send a note explaining the reason for the absence with the student when he/she returns to school.

MEDICATION PROCEDURES:

Powell County Health and Safety Manual Procedures must be followed when staff members are asked to administer medication to a child OF ANY AGE.

1) Obtain permission form and complete. (can require signature from Physician depending on medication type)

2) Deliver medication DIRECTLY to the teacher or school nurse in its original container with physician's name and directions for administration. (Sunscreen requires written permission as well.)

3) Discuss further procedures with the classroom teacher.

MEALS:

Breakfast and Lunch meals are served daily in addition to a healthy snack.

We will need a written statement from a Physician on file describing any food allergies your child may have in order to modify the child's meals.

BUS TRANSPORTATION:

Children who qualify for preschool may ride the school bus to the school that is within the residential district, if that school has an operating Preschool classroom. A transportation form must be completed and must include before school pick-up location and after school drop-off location. BOTH destinations MUST be in the same school district. Any changes to transportation must be communicated to the teaching staff.

Students will not be dropped off unless an adult is present and is on the pick-up list of the student (have ID available). If an adult is not present, the child will be returned to the school. If the problem is persistent, bus transportation privileges may be suspended. Monitors will be present on bus to supervise preschoolers and the child must be walked to the monitor by an adult for a hand to hand exchange at both Drop off and Pick up.

Sometimes problems do occur on the bus. If a child engages in behavior that may be harmful to himself or others, the bus driver or aide will notify the school. The school will then notify the parent about the behavior. If the problem is persistent, bus transportation may be suspended for that child.

ARRIVAL AND DEPARTURE:

If your child does not ride the bus, you will need to discuss Drop off and Pick up procedures with your child's teacher. Procedures can vary for each school site.

For the written policy, go to ***policy.ksba.org; policy # 09.1231.***

REPORTING CHILD ABUSE/NEGLECT:

Any teacher, school administrator or other personnel who knows or has reasonable cause to believe that a child is being abused or neglected must make a report. To see the full policy, go to ***policy.ksba.org; policy #09.227.***

CONFIDENTIALITY:

Powell County Schools will not release educational records to any outside agency without your written permission. Teachers and teaching assistants must have confidentiality training as a part of their professional development each year.

PARENT INVOLVEMENT:

One of the most important things you can do to help your child be successful in school is to be involved in his or her education. The research evidence is now beyond dispute. When schools work together with families to support learning, children tend to succeed not just in school, but throughout life. In fact, the most accurate predictor of a student's achievement in school is not income or social status, but the extent to which that student's family is able to (1) create a home environment that encourages learning, (2) express high (but not unrealistic) expectations for the children's achievement, and (3) become involved in their children's education at school. Keep the communication lines open between you and the teacher. Attend parent meetings that are scheduled. Come to parent workshops and volunteer in the classroom whenever you can.

Each year, a parent survey is sent home at the end of the school year. Your input is very valuable. Please complete the survey and return to your child's teacher or the preschool coordinator by the due date listed at the top of the form.

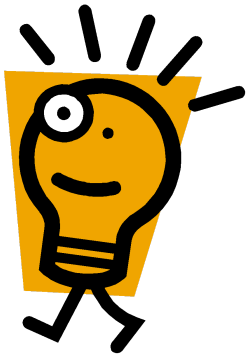
REQUIRED DOCUMENTS

____ Birth Certificate (from the Office of Vital Statistics)
____ Immunization Record (KY. Form)
____ Physical (on a KY. form)
____ Medicaid number and card copy (if applicable)
____ Social Security Card Number

KEY PEOPLE CHART

(These are people you need to know.)

Preschool Teacher(s) _____Maranda Collins_____
Classroom Assistant(s) ___Felicia Whitaker and Sarah Golden_____
Bus Driver _____
Bus Garage ___Candace Elkins____606.663.3310_____
School Secretary _____
Principal _____
Counselor _____
Preschool Coordinator: April Conley 606.663.3300
Early Childhood District Resource Teacher: Tonya Faulkner 606-663-3300
Family Service Worker- _Cecily Anaya/ Christina Roberts 606.663.2937____



Here are some tips that will help you help your child:

From 3 to 4 years of age, most children explore their world and start to learn how to read and write. Your child…

- Knows some of the alphabet sounds.
- Can recognize matching sounds and some printed letters and numbers.
- Understands ideas such as beside, near, above, under, and far.
- Listens, follows directions, and can focus on a specific task.
- Takes turns speaking in a conversation.
- Likes being read to and knows about books.
- Starts to understand the connections between spoken and written words.
- Can count, sort, compare and identify shapes.
- Holds a pencil or crayon the right way.
- Tries to "write" ideas or notes by scribbling.

HOW YOU CAN HELP

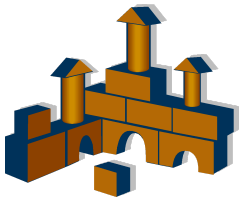
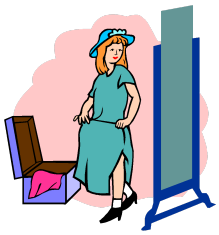
- ✔ Have a regular reading time every day.
- ✔ Visit the library often and take your child to children's activities there.
- ✔ Sing songs and say nursery rhymes. If your child uses sign language, sign with your child.
- ✔ Give your child the time and materials to color, draw, do puzzles, and cut paper.
- ✔ **Volunteer!** There are many ways that you can volunteer in the preschool classroom. If your schedule allows for you to volunteer during school hours, that is GREAT! We'd love to have you. There are also many alternatives for involvement, including but not limited to:
  - Assist on a preschool field trip

- Share a family cultural custom with the class
- Help with a special activity
- Collect materials needed for crafts and other projects
- Talk to the class about your job
- Help set up at parent trainings
- Join the Preschool Parent Advisory Council

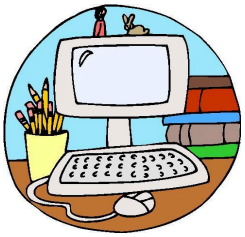
If you would like to volunteer within the school, please contact the School's Family Resource Director. They will help you complete the Confidentiality training and documents. You will then be directed to Becky Skidmore who will help you complete a criminal background check and then you are ready to volunteer.

HOW CHILDREN LEARN FROM ACTIVITIES

When you visit your child's classroom, you see a room full of children playing. Like most parents, you probably wonder what your child is learning. To answer your questions, we have made an activities chart. On the left side, we've listed typical things children do when they play in each area of the classroom. On the right side, we've listed the concepts and skills children actually develop from this play. ***Please remember that it is against state preschool regulations to use workbooks or ditto sheets in preschool classrooms!***

When Children Do This:		They Are Learning To:
Building:	Put blocks in trucks and dump them out.	Understand size, weight, and number concepts (math, science)
	Use blocks and wooden animals to create a zoo	Recreate the world around them (geography) (social skills)
	Balance one large block on top of another	Control and coordinate muscles (physical coordination)
Dress Up:	Put on dress-up clothes	Use their small muscle skills (self help) (writing)
	Pretend to be grown-ups	Understand their experiences

better (abstract thinking)

	Separate cups and plates at clean-up time	Group objects in categories (math)
Hand Toys:	Put pegs in a pegboard	Coordinate the actions of their eyes and hands (reading/ writing)
	Finish a puzzle	Complete a task (study habits/ self esteem)
	Sort pictures that are the same	Match and classify (math)
Art:	Make play dough	Recognize how materials change (science)
	Gather paper, scissors, and glue for a project	Plan and carry out a task (study habits/ independence)
	Draw a picture of a person	Use symbols (reading/ writing readiness)
	Operate a computer mouse, put disc in the computer, and turn on a printer/ speaker	Improve their coordination skills (physical development)
Outdoors:		
	Catch and throw balls	Coordinate eye and hand movements (physical development)
	Climb on outdoor equipment	
	Talk about changes in plants, people, and things outside as seasons change.	Sharpen observation skills (science)

I _____, parent of a Preschool/ Head Start Student attending a Public School Site acknowledge that I have received a Parent Handbook and have been made aware of the following policies:

- Hours of attendance: Monday- Thursday 7:30 to 3:20
- Attendance Policy (Notify School/Teacher if going to be absent; Provide Excuse or Parent Note)
- Transportation policies: (Present with ID, Be approved adult on pick up IC form, Hand to hand exchange at pick up and drop off) with acknowledgment that these services can be revoked for failing to follow procedures
- Health and Safety policy : Student cannot attend if child has lice, fever, vomiting, diarrhea (not for 24 hours), Contagious eye/ skin infection

Student Name: _____

Parent Signature: _____

Date: _____

Teacher Signature: _____

Date: _____