



Good Shepherd Catholic School Mission

Good Shepherd Catholic School, rooted in the traditions of the Sisters, Servants of the Immaculate Heart of Mary, is a Christ-centered environment focused on nurturing our students' commitment to God, Scholarship, Community and Service. Our dedicated faculty and families work together to identify and develop each student's God-given talents and academic promise; preparing students for a faith-filled life of learning, leadership, and love for others.

Good Shepherd Catholic School Pre-School Mission

The Pre-School Program at Good Shepherd Catholic School is developed to meet the growing, independent and social awareness of the three and four year old children.

Pre-School education must provide a trusting and open atmosphere in which children can grow to their fullest potential. Within this environment, the feelings of self-worth, self-respect and respect for others are fostered. In this type of environment young children delight in the joy of learning. It is important that a multisensory setting composed of a variety of materials be used to acclimate the child to the learning of religion, social skills, language, science, math, social studies, technology and fine arts. Each child is unique. Life experiences are important factors in creating an individualized and developmentally appropriate child centered program.

The Pre-School curriculum at Good Shepherd Catholic School along with the classroom environment makes exploration and growth a rewarding experience so that each child may develop spiritually, socially, cognitively, and physically.

Admission

Enrollment in Good Shepherd Catholic School Pre-School program requires that children should reach the age of 4 or 3 by the cutoff date of September 1. Children must also be toilet trained before admission. Each child is required to have an extra change of clothing available in case of accidents.

The following are required for admission on or before the first day of attendance:

- **The completion of enrollment records –**
 - **Birth Certificate**
 - **Baptismal Certificate (Catholic students)**
 - **Social Security Card**
 - **Immunization Record**
 - **Registration Fee**

It is extremely important that student enrollment information be accurate. If any information changes – name, address, telephone number, emergency contact, parents' home or work numbers, medication information, method of transportation, and authorizations for pickup – contact the office as soon as possible. We must have an emergency number at all times

Arrival and Departure

Our Pre-School day begins at 7:50am and ends at 2:30pm. Arrival time begins at 7:40.

When you arrive at school, please park in the church parking lot and escort your child over to the school yard where they will line up with their class.

Our morning bell rings at 7:50 at which time the children will pray and then be escorted to class by their teacher.

We ask that you please do not linger at morning drop off as many of our little ones may be sad and experience separation issues.

If you will be dropping off your child late (after 7:50am) please report to the main office.

The children will be dismissed from the lower end doors to the church parking lot. Please park in the church lot and wait. As the children are dismissed please get out of your car to meet your child.

Children attending CARES will be dismissed to the Gym.

Communication

Each child will receive a folder which will be sent home daily. Please be sure to empty it each night and return it to school the next day. If you have any notes for the teacher and or office, please send them in this folder. All communications (early pick up, dismissal changes etc.) need to be in writing either by note in folder or email to teacher. Verbal communications at drop off are highly discouraged.

In addition to the folder, your child (if oldest or only) will receive a family communication envelope. This envelope comes from the school office and will be sent home once a week, filled with any school wide communications. Please empty this envelope and return to school the next day.

Our Pre-School teachers have their own webpages which are updated weekly with news and information about classroom “happenings”. Please be sure to check often for any updates.

Pre-School Parent-Teacher conferences will be held in January to discuss your child’s progress.

Curriculum

Our program is a curriculum based, child-centered program that offers a safe religious environment that enhances self-esteem, increases self-confidence and honors individuality.

It provides meaningful, well-rounded and interesting activities that promote active involvement, early literacy and readiness for success in future academics.

Our curriculum utilizes a combination of play and structured learning that includes the following:

- **Prayer**
- **Faith and Values**
- **Letters and Sounds**
- **Colors and Shapes**
- **Basic Number System**
- **Language Concepts**
- **Social Skill Development**
- **Learning ~ Play Centers**
- **Arts and Crafts**
- **Computer Instruction**
- **Music Instruction**
- **PE Instruction and Outdoor Play**

Guidance and Discipline

Guidance is an important part of learning. We feel it is a big part of our job. We will help your child learn how to work through problems and adapt to their environment.

If your child is having difficulty following our daily routine and expectations, we will respond with positive reinforcement and redirection.

If your child's inappropriate behavior is persistent, he/she may have a "time out". If the behavior becomes chronic and disruptive your child may be removed from the classroom and you will be notified.

Illness/Medications

Childhood diseases are very communicable. If your child shows an indication of illness, do not send him/her to school. Symptoms may include the following:

- **Fever of 100 degrees**
- **Heavy nasal discharge**
- **Constant cough**
- **Diarrhea or vomiting**
- **Presence of lice or nits**
- **Excessive fussiness or crankiness**

The school makes every effort to control the spread of communicable diseases. Any child showing suspicious symptoms may be sent home. The child will be sent to the main office to await a parent or emergency contact.

If your child will be absent from school, please call the main office at 215-886-4782.

Any medication taken during school hours will be stored and administered through the school office and will be given according to the following points:

- 1. A doctor's prescription is on the bottle**
- 2. Medication prescribed or over-the-counter is brought to the school office by the parent**
- 3. The parent must sign the "Medication-Permission Form" giving Good Shepherd Catholic School permission to administer prescribed or over-the-counter medications.**

Snack/Lunch

Your child will need to bring in a small nutritious snack and a drink each day.

Your child will need to bring a packed lunch with drink each day or you may purchase "Hot Lunch" through our lunch program.

Information on our lunch program will be available at our pre-school parent meeting.

With the assistance of volunteers, the pre-school children will eat lunch in the gym with the rest of the school.

Please consider being a volunteer!

Tuition/Fees/Supplies

Early Education Tuition amounts – 2018-2019

<u>Classes</u>	<u>Tuition</u>
3 and 4 Year Old – 3 Days	\$4,400
3 and 4 Year Old – 5 Days	\$5,600

GSC utilizes the Smart Tuition electronic program for the receipt of tuition remitted by our families. Tuition remittances for 2018-2019 will commence on July 1, 2018 and will continue for an 11 month term. If you register after July 1, 2018 your tuition will placed on a 10 month term.

There is a \$20.00 Stationery which includes the following:

- Student stationery**
- Arts and crafts supplies**

In addition, you will be required to purchase a sleep mat for rest time. Mats will be provided at a cost of \$10.00.

Your child will need to bring a full size backpack along with a nutritional snack with drink each day. No candy please!

Your child may bring a small blanket for rest time which will be left at school. Please no pillows or stuffed animals.

Please be sure to label all your child's belongings

Uniforms

The Pre-School children wear the GSC school gym uniform every day. It consists of the following:

- **Gym shorts and t-shirt (Fall/Spring)**
- **Gym sweatpants, t-shirt and sweatshirt (Winter)**
- **White sneakers (Velcro preferred) and socks**

The school gym uniforms may be purchased at the following:

- **Flynn & O'Hara**
901 North Bethlehem Pike
Springhouse, Pa 19477
215-793-9436
www.flynohara.com/school/pa582
- **Run Around**
1351 Easton Rd
Roslyn, Pa 19001
215-886-6937

www.therunaroundinc.com

Use of Change of Clothes/Accidents

Each child will need a change of clothes to be left at school.

Should your child become soiled from a urine accident an adult will assist your child in changing his/her clothing in the presence of another adult.

Should your child become soiled from a bowel movement, a staff member will call you or someone on your emergency contact list to come and properly clean and change his/her clothing.

If accidents become chronic, a conference will be scheduled to remedy the problem.

Good Shepherd Catholic School

Pre ~ School

Handbook



Beginning the Journey
of
Education

