



TIMOTHY CHRISTIAN SCHOOL KINDERGARTEN HANDBOOK

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Welcome to Junior and Senior Kindergarten at Timothy Christian School

Kindergarten is the gateway through which a child enters elementary school. At Timothy Christian School, the Junior and Senior Kindergarten programs provide a Christ-centred, warm, and loving environment in which a child can grow and develop.





This handbook has been designed to help you as kindergarten parents to understand the various components of the program and to enable you to be partners with the school in the education of your child.

Handbook Reviewed and Approved January 2012 – AM709

Welcome

A sincere welcome to you as you consider enrolling your child in our Junior or Senior Kindergarten programs. We trust that your child's involvement at our school will be a positive experience and that together we may help your child to grow, develop, and learn what it means to walk in the Lord's ways.

This booklet is designed to briefly outline our Kindergarten programs and help you and your child prepare for school. We hope that you will find the material helpful and informative. All children are individuals with God-given gifts. Our Kindergarten programs seek to encourage the development of these gifts by providing the children with the following:

-  an understanding that God is Creator and Lord of all,
-  a caring environment in which the child may experience God's love,
-  stimulating activities for play and learning,
-  preparation for more formal education in the higher grades.

Adjusting to a new social situation outside the home is a big step for a young child. We would like to work with you to ensure that this goes well. From time to time in the year, you may be asked to participate in the program and we hope that you will take advantage of this opportunity. We mention the importance of good communication between the home and school. Please feel free to call the Kindergarten teacher or Principal if you have any further questions about information contained in this booklet.

We look forward to years of learning and sharing with your child. We will do all we can to provide your child with a supportive and caring environment. We need your ongoing encouragement and prayers. Please pray daily for our teachers and the students, so that together we might better come to know what it means to **live for Jesus, learn for life, and serve with gladness.**

Jr. Kindergarten & Sr. Kindergarten Teachers



Preparing for Kindergarten

There are many ways in which you can contribute to your child's success in Kindergarten. In fact, you are probably already doing many things that will enable him to successfully adapt to the school setting and benefit from Kindergarten.

To encourage you along, here are a few suggestions:

1. Teach your child independence
 - a) in dressing
 - b) in eating
 - c) in toileting
2. Foster creativity
 - a) by providing many opportunities to explore and create with sand, paints, water, food, pencils, crayons, markers, scissors, etc.
 - b) by asking and encouraging, "What do you think?" - questions that develop thoughtful creative responses
3. Encourage a love for books and an appreciation for the written word.
 - a) Read, read, and read to your child!
 - b) Write down your child's words (perhaps a letter to Grandma, or a story to accompany his picture)
 - c) Make many trips to the library
4. Encourage social skills such as
 - a) saying "please" and "thank you"
 - b) tidying up after himself
 - c) waiting for his turn
5. Routines
 - a) A regular bedtime that gives your child ten hours of sleep is strongly encouraged.

It is important that each child be given the tools necessary to allow him to step out with self-confidence, eager to learn more about himself and his place in God's amazing world.

- Please note that *parents* is used to denote parents and/or guardians
- In order to provide ease of reading, children are referred to alternately by the pronouns *he/she*, but are to be understood as referring to boys and girls

Goals of the Kindergarten Programs

A. Primary Goal

The Kindergarten programs seek to provide for the interests and needs of each child. A primary goal is to make the child more aware of God's love for her, and to explore with wonder the intricacies of God's world by focusing on areas which touch a child's everyday life. Thus the focus goes far beyond academic development to address the child's growth in all facets of her being, including intellectual, as well as emotional, physical, and spiritual. As each child learns more about herself and God's world, she is also challenged to live as God's child in His service.

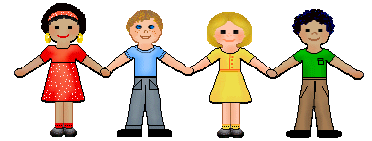
B. Relational Goals for Each Child

In Relation to God

1. To strengthen the child's awareness that she belongs to God.
2. To increase the child's knowledge of the Bible and its stories.
3. To increase the child's understanding of what it means to live for Jesus.

In Relation to Others

1. To develop a respect for other children and for adults.
2. To develop empathy and tolerance for the shortcomings of others.
3. To improve perception of the feelings of others.
4. To learn how to work effectively in a group.
5. To develop an acceptance and enjoyment of other children, and at the same time to feel accepted by them.



In Relation to Self

1. To develop a feeling of adequacy and self-respect by gaining recognition as a significant human being.
2. To develop a positive attitude towards learning by experiencing success and by learning how to deal effectively with failure.
3. To develop some independence by making her own choices and decisions and yet feeling free to go to the teacher for help and assurance when needed.
4. To recognize her own feelings and learn to respond to those feelings in acceptable ways.
5. To develop a sense of responsibility by caring for her possessions.
6. To develop habits of orderliness.

C. Academic Goals

1. To develop pre-reading skills such as, phonemic awareness, letter recognition, sound/symbol association, rhyme, story sequence, oral language, and left-to-right and top-to-bottom progression.
2. To develop an understanding of basic concepts such as size, shapes, same/different, classification, one-to-one correspondence, sets, patterning, and sequencing.
3. To develop number recognition, and an understanding of the quantitative value of numbers.
4. To acquire information and develop an interest in learning about God's creation.

D. Physical Goals

1. To develop large muscle strength and coordination by regular physical activities.
2. To improve fine motor coordination through many manipulative activities.
3. To learn the correct use of a variety of materials and equipment.



We believe children...

- Are made in the image of God and that each child is loved by Him
- Learn best in a safe and caring environment
- Learn best when they feel a sense of achievement and self worth
- Learn at their own developmental level
- Learn by building on past experience
- Learn through play, using all their senses
- Learn through repetition
- Are active learners who benefit from manipulating and experiencing a variety of materials and situations

Junior and Senior Kindergarten School Schedule

8:45a.m.	School day begins Morning subjects and learning activities Morning Snack
10:30a.m.	Recess Continuation of morning activities
12:15p.m.	Lunch Afternoon subjects and learning activities Afternoon Snack
3:25p.m.	Dismissed for home

Subjects Taught Include: Bible, Math, Memory Work, Theme Studies, Reading Readiness, French, Library Time, Physical Education and Choir.

Components of the Kindergarten Programs

Spiritual, Social and Emotional Development

The teacher has a wonderful responsibility to help the child develop a love for and knowledge of God as a loving, caring Father. Through daily Bible stories, devotions and prayer, and by example, the teacher encourages the child to grow in faith. Throughout the day, a child has opportunities to practice:

- making choices and decisions
- learning to work with others and share materials
- understanding relationships with family members and classmates
- learning to listen to others
- learning to respect the rights of others
- learning to accept oneself as a "wonderfully made" child of God

Physical Development

Learning is very closely associated with the coordinated control of large and small muscles. Therefore, many activities will relate to this motor development, as children learn and practice a wide variety of skills, from kicking a ball to using scissors and pencils.



Creative Development

All children are creative beings. Through art, drama, and music, children will have opportunity to develop their creativity. For example, learning through music helps the child give creative expression in song and dance, carry a tune, and develop a sense of rhythm using movement and musical instruments.



Mathematical Development

The goal of the math program is to develop an understanding of mathematical concepts through the use of concrete material. Students will be engaged in whole group and small group activities, as well as individual tasks using a variety of materials. Manipulatives are used in patterning, counting, sorting, classifying, comparing and graphing. Both Kindergarten classes make use of 100 charts for number recognition skills, numerical concepts, intentional learning centres, and many interactive games. By the end of the Kindergarten program the concepts of time and money will have been introduced.

Intellectual Development

A stimulating environment, both at home and at school, has a profound impact on intellectual growth. Stimulators come in the form of books, pictures, objects for exploration and manipulation, discussions, etc., and all invite the child to respond in a variety of ways. All contribute to the child becoming more inquisitive and more aware of his surroundings. There is so much to learn about in God's world! Through exploration and discovery, as well as instruction, the child will increase his understanding of the world as it is and as it ought to be. He will see how God cares for His world and how He wants His children to live. The kindergarten program is theme-based, with many of the activities and centres corresponding to the monthly theme.

Language Development

In a positive and encouraging but stimulating environment the children have many opportunities to develop skills in language development through conversation, discussion and questions. The children will be encouraged to:

- share ideas and experiences
- talk about their interests
- expand their vocabulary
- gain confidence in oral expression

As children mature they show an interest in written language and begin to:

- develop an awareness of print in books, on labels, or on familiar signs
- realize that what is spoken can be written down and read

Literacy

In our Kindergarten program we will expose children to a wide variety of literacy activities in developmentally appropriate ways. By using the following activities the students will build a foundation for learning to read and write. The teachers will:

- share books with children and model reading behaviours
- learn about letter sounds using a theme based introduction to letters (letter of the week)
- establish a literacy-rich environment
- engage children in language and listening games
- promote literacy-related play activities
- encourage the children to experiment with writing
- create class books to take home and have child read to parents
- use the Jolly Phonics program to teach the sounds of the English language and the names of the letters
- use Handwriting Without Tears to learn the correct formation of the letters
- use the following framework of activities in order to provide a balanced literacy program:
 - Reading: to children
with children
by children
 - Writing: to children
with children
by children



Activity Centers

Centres offer a variety of materials to explore. The activities will be multi-level and multi-sensory. Listed below are the centres that are usually available. Materials in most centres are changed regularly to provide for ongoing variety.

Blocks
Computer
Reading
House Centre
Computers

Art
Math
Doll House
Puzzles
Train Station

Games
Painting
Listening
Floor Toys

Sand/Rice
Science
Play dough
Puppets

Behaviour Management Guidelines

Children are God's image bearers. As Christian teachers our desire is to see students develop responsibility and accountability. As such, discipline at Timothy Christian School is...

Positive discipline is...

- designed to assist the child in learning appropriate behaviour
- used in a positive and caring manner to build the child's self-esteem
- focused on instruction, correction, and redirection

Positive discipline does NOT include:

- any forms of verbal or physical abuse
- withholding a child's basic needs including food, clothing, and shelter
- leaving a child in an unsupervised area

When a child's behaviour is a matter of concern, parents will be contacted to discuss the issue in order to work together towards helping the child. A meeting with parents, teacher and principal may be set up to deal with major concerns.

Medication and Absence

Medication

If your child requires medication during school hours, the school will administer it providing the parents give written authorization and instructions. Please send both to the office.

Absence

If your child will be absent, please call the school office by 8:30a.m. and leave a message. The office is required to follow-up on all children who are absent without notice.

Please notify the teacher by written note, or call the school office if:

- your child must take a different bus home or get off at a different bus stop
- you plan to be away for any length of time
- your child will be picked up at the school



Before School Starts

Kindergarten Orientation

Part-time Junior Kindergarten Orientation takes place the first week of school.

Full-time Junior and Senior Kindergarten students, and Part time Senior Kindergarten students have a special morning visit in late August. The students are invited to see the classroom and meet their Kindergarten teacher at this time.

In September, a Parent Evening Orientation will be scheduled for everyone to attend.

Admissions and Registration

In order for a family to enroll their children into Timothy Christian School, a family must first apply for Admission. Please contact the school office for a Registration package.

Children registered for JK must be 4 years old as of December 31. Children to be registered in SK must be 5 years old as of December 31. These children must be self-reliant in the bathroom and demonstrate a level of social maturity that is age appropriate. The school reserves the right to dismiss a child from the program if it is deemed that the child is not ready for JK or SK within the first term.

At registration, parents are to bring the child's proof of age, and provide immunization records, and their Health Card number. Identification of any specific allergies or physical needs should also be brought to the school's attention at this time.



Tuition

The tuition for families with children only in JK and SK will be determined annually by the Board of Directors and approved by the membership at the Spring Membership Meeting. Tuition differs depending on full or part time kindergarten. The tuition also covers the cost of transportation.

Bus Transportation Safety Procedures for JK and SK Students

Transportation by bus is provided for all families and is part of the regular tuition fee. The Transportation Committee does its best to facilitate families with bus stops and pickup/drop off times. Students are to ride on assigned buses unless they have permission from the office. A note or call is required from the home to the school office in order for the child to be let off at a different bus stop on the same route or to ride a different bus. A note or call is also required from home to the school office in order for the child to have permission to go home with someone other than the parent.

To ensure the proper supervision and safety of our JK and SK students, the following procedures have been implemented:

1. Bus drivers will be instructed to seat all JK and SK students in the front seats of the bus. They will have a list of starting dates and bus stops for all JK and SK students.
2. Bus drivers will ensure that all JK and SK students are released from the bus at their designated stops. Bus drivers will ensure that the students are received at the stops under appropriate supervision to ensure safety to the home.
3. All year, the JK and SK teachers will assist in receiving and dismissing students on and off the bus at the school to ensure the development of safe routines.
4. The Principal will oversee the proper implementation of these safety procedures.



Reporting School Progress

The procedures for sharing your child's progress and development at school are as follows:

1. Both JK and SK receive three report cards – November, March, and June.
2. Parents are requested to attend an interview at the end of the first term.
3. A second interview in March is optional. Either the teacher or the parent may request a meeting at this time.
4. As always, you are encouraged to discuss your child's progress and participation at school with the teacher at any time during the year.

General Information

School Work - Please show an interest in your child's work. Display his or her papers. Let your child tell you about her picture. Show that it is important.

Lunch and Snacks – Please help your child practice using lunch containers independently. Try to develop healthy snack habits. Children may bring drinks for snack, as well as lunch. We are an allergen safe environment, which means we are a nut-free school.

Back Packs - Please make sure they are large enough to hold the lunch box, school papers, and library books, as well as easy to manage independently.

Shoes - Children must have a pair of indoor running shoes to be kept at school. Please do not send shoes with laces, unless your child can tie them independently.

Clothing - Help your child to be independent by purchasing school clothing they can manage themselves (i.e. zippers, buttons, laces). We ask each child to bring an extra set of clothing (pants, tops, socks, underwear) to leave at school in case of any "accidents".

Classroom News – Classroom calendars, monthly Newsletters, and the weekly school Newsletter keep you informed about special days, activities, outings, topics we are working on, and things to bring to school. Please read carefully all information that is sent home. Follow instructions closely so that your child will be fully prepared for each day.

Labels – Please label all your child's belongings coming to school.

Basic Information about school policies and procedures are found in the Parent Handbook. Please read it carefully.