

PRESCHOOL ADDENDUM

Program Philosophy

Chandler Unified School Early Childhood programming is based on the belief that children learn through experience and discovery. With the understanding that every child is unique, our early childhood programs are organized to initiate activities to grow from personal interest and intention using hands-on developmentally appropriate materials. All students' needs are met using developmentally appropriate curriculum, the social, emotional, physical, and cognitive needs of all our students are developed.

Program Descriptions

Preschool

Preschool programming is designed with our youngest learners in mind. Three year old's will receive instruction in English Language Arts, Mathematics, Science and Social Sciences, Art, and more! They will also experience a variety of opportunities meant to support social development, including peer and adult interaction. **Students must be 3 by August 31.**

Pre-Kindergarten

Pre-Kindergarten programming provides a rigorous academic curriculum with an emphasis on preparing students for Kindergarten. Four year old's will receive instruction in English Language Arts, Mathematics, Science and Social Sciences, Art, and more! They will also experience a variety of opportunities meant to support social development, including peer and adult interaction. **Students must be 4 by August 31.**

DLE Pre-Kindergarten

Our new Dual Language Exploration program offers four year old children an opportunity to experience Language exposure which leads into our successful Dual Language Immersion programs. The Spanish DLE program experience will be offered at Chandler Traditional Academy—Liberty Campus. The Mandarin DLE program experience will be offered at Tarwater Elementary.

Title I Pre-Kindergarten

School Board Policy IHBD-R

Title I Pre-Kindergarten programs are funded through Federal and State funds and are free to Chandler residents who live within the Title I school boundaries. Title I programs provide a rigorous academic curriculum with an emphasis on preparing students for Kindergarten. Four year old's will receive instruction in English Language Arts, Mathematics, Science and Social Sciences, Art, and more! They will also experience a variety of opportunities meant to support social development, including peer and adult interaction. **Students must be 4 by August 31.**

Priority Preschool

School Board Policy JEB

Priority Preschool and Pre-Kindergarten provides special education services, for children ages 3 to 5 (not of kindergarten age as of September first deadline). Special services to help children reach their developmental milestones include speech, physical, and occupational therapy. Individual educational programming in the cognitive, language, motor, self-help, and social emotional areas are also designed to meet the individual needs of each child.

To be eligible as an early childhood special education student, the child must have a comprehensive evaluation and meet eligibility guidelines as a child with a disability. Typically, the child is referred to our school district by an outside agency, medical provider, or the parent. A screening process will determine if a child has a potential disability (meeting state and federal criteria for special education) that requires further evaluation. If so, a full evaluation will be conducted to determine whether the child is eligible for placement in one of several programs including Priority Programs. An Individualized Education Program (IEP) will be developed by the school district team and parents to meet the child's needs. There is no charge for eligible children to attend our Priority Early Childhood Programs.

General Information

Teacher Qualifications

School Board Policy GCF

All early childhood classes are taught by certified teachers and staffed with a para-educator. The goal is to maintain class size at 20 students with a 1:10 adult to child ratio. Priority Early Childhood classrooms have additional support staff members.

Portfolios

A portfolio is a collection of work that is kept on file for each Early Childhood student throughout the school year. The portfolio includes writing samples, cutting samples, art projects, and other evidence of the child's work. Portfolios are shared with parents during conferences to demonstrate the growth each child has achieved in certain skill areas.

Hygiene

To keep all our children healthy, students are required to wash their hand on arrival, before and after snack time, after recess, and after water play. Hand washing prevents the spread of germs and becomes a lifelong habit. We appreciate your help in reinforcing this routine at home as well.

Toilet Training

Except for Priority Early Childhood classrooms, all students are required to be toilet trained before beginning an early childhood in CUSD. Toilet trained is defined as the child being able to use the toilet, wipe him/herself, and pull his/her pants up and down on their own. We understand there may be occasional accidents and request you send an extra set of clothing to be kept at school. Children are given multiple opportunities to use the restroom throughout their school day.

Dress Code

School Board Policy JICA

Simple play clothes are appropriate for early childhood students. Children interact with paints, markers, glitter, and glue, and there may be spills at snack time. Children also are running, jumping, and climbing during free play time. Good supportive shoes should be worn daily. Most playgrounds are covered with wood chips that can injure children's feet if sandals are worn. Socks and tennis shoes are always the best footwear for early learners. Some sites may require a dress code.

Progress Monitoring

Teaching Strategies GOLD is an observational tool that monitors performance and progress. This assessment tool allows us to assess the children in different classroom activities by observing and recording early childhood students at work and at play. It is a way for teachers to evaluate kindergarten readiness. This information indicates how your child is progressing in the program, and how we can better provide support that will help them develop the skills needed to be successful in Kindergarten.

Communication

To ensure a successful early learning experience, it is important to have good communication between school and home. Newsletters are sent home to help keep parents keep informed about their child's program as well as special events that are planned throughout the school year. We encourage parents to visit the school's website to view information that is posted on the preschool teacher's webpage.

Meet the Teacher

Parents and early childhood learner will have the opportunity to visit the classroom before school is in session. This event helps to ensure a smooth transition on the first day of school.

Classroom Visits

Parents are encouraged to observe and volunteer in the classroom. This also provides the teacher with help and support as the students learn, play, clean up or transition between activities. Talk to your child's teacher about specific volunteer schedules.

Early Childhood Orientation/Curriculum Night

This is an opportunity to learn more about our school and your child's classroom. Information about your child's early childhood program and curriculum will be shared at this event.

Parent/Teacher Conferences

School Board Policy IKACA

Community & Title I Early Childhood Programs

Parent-teacher conferences take place two times during the school year. They are scheduled in August and February. These conferences provide an opportunity to discuss your child's progress and work together to help them be successful. Parent-Teacher conferences give parents the chance to ask questions about their child's progress and discuss any concerns they may have.

Priority Preschool and Pre-Kindergarten

Priority preschool families meet during IEP meetings and receive quarterly progress notes. If families would like additional time to meet with the teacher, they may request a conference.

Late Pick Up

We understand that emergencies do occur. However, our procedure for late pick up is as follows:

- \$1.00 per minute, per child after the end of the scheduled class time.

If you are going to be late, please first contact your child's teacher. If you cannot reach the teacher, please contact the school's attendance technician. If you are going to be more than 20 minutes late, please ask someone else on your pick-up list to come for your child. Late fees will be applied regardless of who is picking up should the pickup extend beyond dismissal.

If you call before arriving late, you and the staff will be able to work out the details prior to your arrival. The late pick-up fee will be posted to your Community Education account and payment will be processed with the card you have on file in your Community Education account.

If you fail to pick up your child/ren at the scheduled pick up time without notice, or arrange for someone else to pick them up, the site will make two attempts to contact you. If we are unable to contact a parent/legal guardian, we will contact the emergency person(s) listed on your child's emergency form to advise them that your child remains in our care without notice from you. If, for any reason, there is no telephone service we will contact the police to request assistance in contacting a parent/legal guardian or emergency contact person.

The school site agrees to keep your child for one hour after the stated pickup time, with late fees accruing, before contacting the local police, if contact cannot be made with a parent/legal guardian or emergency contact person. We agree to not discuss your tardiness in arriving with your child beyond reassuring them that you or someone they know will be there soon to pick them up.

The parent/legal guardian agrees to advise the preschool teacher immediately of any changes regarding their personal contact information, to include address and phone numbers, for home, work, and cell phones. Parent/legal guardian also agrees to provide immediate notice to the preschool teacher of any changes in emergency contacts or contingency routines.

Program Services

Health Screenings

School Board Policy JLDAC

During the year, health personnel will assess the children with hearing and vision screenings to ensure that students do not have a problem with their hearing or vision. If there are concerns, parents or guardians will be notified so the child can be taken for a follow-up visit with their physician.

Screening and Referral Process

School Board Policy | JLDAC

A screening tool is used to assess children's abilities within the first 45 days of attendance. This screening tool evaluates vision, hearing, communication, social/emotional/behavioral, sensory, motor, and adaptive skills. If there are developmental concerns, the teacher will provide parents/legal guardians with contact information to the CUSD Child Find Assessment Center where a screening will be conducted to determine if your child has a potential disability requiring further evaluation. If you have any questions regarding the screening process, please call the Child Find Assessment Center at 480-883-4264.

Summary of Fees

\$10 Program Change Processing Fee – assessed for each change to a child's Preschool schedule after invoicing, before the current month is complete. Changes made online through the parent portal prior to invoicing for that month will result in no charge.

\$25 Late Payment Fee – assessed to each family account when payments are received after the 5th of the month. The late payment fee will be assessed if payment is not made or in cases involving, but not limited to, returned/cancelled checks and/or credit card transactions that are declined.

\$1 Per Minute, Per Child Late Pickup Fee – Early Childhood site hours vary Monday through Friday with extended care hours from 2:30-5:30 pm. While we understand that emergencies occur, parents must contact the school/teacher to indicate should they be running late. Repeated late pick-ups will result in a \$1.00 per minute Late Pick-up Fee that will be posted to your family account. The site clock will be used to determine the time. If the site clock is not working properly, cell phone time will be used.

\$25 Chargeback/Stop Payment Fee/Return Check – assessed to the family account if credit card charges are disputed or if a stop payment is placed on a check, and the charges are valid for services received/contracted.

Refund Policy: The annual registration fee is non-refundable. Unused days will not be refunded.

Returned Check Policy: For any checks returned as unpaid to C.U.S.D., the check writer's account may be electronically debited without further notice for the amount of the check, plus a \$25 returned check fee, as allowed by state law. Questions or issues regarding returned checks may be directed to CCM Enterprises at 1-888-423-8974.