

Little Hands Nursery School, LLC Parent Handbook

2020-2021 SCHOOL YEAR



160 Red Mill Road
For Information
Call 932-2397

LITTLE HANDS MISSION STATEMENT

Little Hands Nursery School, LLC was established to provide a local educational experience for children aged 2 years 7 months to Kindergarten. The school's main objective is to provide a developmentally appropriate educational foundation for children while promoting a positive attitude and self image, cooperation and teamwork, as well as excitement for learning.

Each child will participate in an integrated approach to social, emotional, and physical growth. Learning will be individualized to promote achievement for all. A more specific curriculum is available for Kindergarten review, if desired for viewing.

**PROGRAM
HIGHLIGHTS
FROM THE
CURRICULUM**



Arts & Crafts - Children will experience cutting, pasting, drawing, and painting with many different materials. They will experiment with various textures, and will just be creative individually.

Free Play - Children will have play time both indoors and outdoors, weather depending. Play may be in learning centers or thematic play areas. Puzzles, games, playdough and other textures, balls, and many play centers will be used for children to make individual and group decisions and develop their own interests.

Group Meeting Time - All children will daily experience a time where the class joins as a group to salute the flag, discuss the weather and the calendar, and any other activities pertinent to the weekly theme or author of the month. Each class will also learn songs, participate in fingerplays and sharing time, as well as hear a story. Classes will vary as to the length and number of times they gather, depending on the age appropriateness of the group.

Music - This element will be integrated into most of our other elements since music is so vital to a young child's development. We will incorporate songs and fingerplays on a daily basis within all classrooms. Children will be given the opportunity to experience various instruments and styles of music. Should anyone have a talent in this

area, we welcome visiting artists to perform, talk about and help the children to experience music in a new way.



Field Trips - Due to safety and travel time factors, we do not leave the school property for field trips. Instead, LHNS, LLC provides our own thematic and

interactive approach to special building-wide activity days. Children are able to experience a fun-filled day in the safety of their own private setting. More time is provided different from the normally scheduled day of activities, as we save all of the travel time on these special days. Thank you for understanding the safety and welfare are the utmost importance to protect all children at Little Hands.

CURRICULUM (CONT.)

Large Motor Activities - LHNS, LLC is aware of the importance of exercise and large motor coordination in a young child's development. We will be providing an assortment of these activities outside if the weather permits or in the large multi purpose room if necessary. Play houses, climbers, and teeter-totters will be provided, as well as a tunnel, a balance beam, hula-hoops, balls, and other fun activities to encourage large motor skill development. Please dress your child appropriately for the weather so that we may take advantage of our outdoor play. Children enrolled in the full day program will also participate in special activities to enhance this area.

Library - LHNS, LLC has a multitude of library books due to the generosity of our parents and by our participation in the Scholastic Reading Program. Children will be able to check out books on a weekly basis to encourage an interest in reading. Although most of the children cannot read, library is important to teach them proper care of books, to enable them to make individual choices, and to enhance literacy skills. We encourage you to participate by reading to your child regularly, and to help them to remember to return their books. **Should a child forget his/her book, they will not be permitted to select another choice until it is returned.** Please also encourage care of their library name card.

Language Arts - Our program will begin with alphabet awareness in our youngest class and will progress through Kindergarten skills into beginning words and short stories. The children will be exposed to books, authors, letters, their sounds and how to write them. The students will be able to follow simple directions to create a project or to play a game. They will be expected to express ideas through pictures and with verbal descriptions. Older children will also work with weekly sight words, beginner writing, and a reading program. Children will experience printed language all around them.



WOW!

Mathematics - The children will be exposed to numerals both in their written form and with various manipulatives. They will experience counting and measuring as well as sorting objects into appropriate categories. Students will learn about shapes, colors, time and money. Older children will experience graphing activities and problem solving activities.

Science - Children will be able to recognize different body parts, the colors of the rainbow, the five senses, living and non-living objects and the proper names of animals and their respective babies. Our weather discussions will also be part of our Science curriculum. The students will participate in various hands on experiments to engage in this learning.

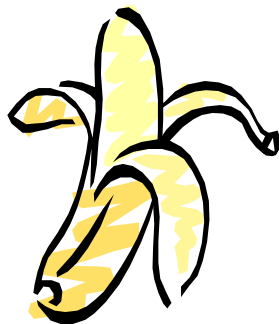
Social Studies - The students will be exposed to the physical differences between people and learn about cultures around our world. If your family has a tradition you would like to share, please consult with your teacher in advance so they can consider incorporation of your special tradition into their plans. The children will also learn about earth with its different land and water forms. Most of this area will be achieved through books, projects, and games.

Health & Safety - The students will learn about and be expected to follow the basic safety rules both inside and outside. They will also learn fire and emergency procedures for school as well as for home. They will identify the five basic food groups and discover how to choose food wisely. Our snack time will include nutrition discussions. The children will learn good

hygiene and be able to perform simple tasks that are required to dress themselves. We will also discuss appropriate dress for different weather.

Snack - Each child will be responsible on a rotating basis to provide a healthy snack and drink for his/her class. The schedule will come out monthly so that you may prepare. LHNS, LLC also provides an online idea rotation to stay within our healthier options. We like to stay away from sugary snacks except for a child's birthday. Some good ideas are fruit, pumpkin or banana bread, raw vegetables, cheese or peanut butter crackers, or pretzels. Your child may have a favorite that he/she could share with the class. Drinks should accompany the snack. Little Hands will provide cups and napkins. Please be attentive to food allergies as noted for your class. ****Any child with a food allergy will not be permitted to eat homemade items, a pre-packaged snack will be provided for their safety, where ingredients can be verified.**

munchies!



POLICIES & PROCEDURES

Tuition & Payment Policy

Tuition is paid on an annual basis in equal installments, payable a month ahead. Tuition can be deposited into the school safe or handed directly to your child's teacher. Payment does not change according to the number of days you child is present. Payments should be made to Little Hands. Any cash payment must be turned in person in order to get an immediate receipt. No cash payments are made without a receipt.

Fees:

2 day Part-time \$115/month (\$1035)
 3 day Part-time \$155/month (\$1395)
 4 day Part-time \$205/month (\$1845)
 5 day Part-time \$255/month (\$2295)

Full Day/Kindergarten fees are for class instructional time only. Extended time requires additional charges based on attendance.

Kindergarten \$140/week* annual fee into weekly installments

Full day, 5 day \$195/week *annual fee into weekly installments

A \$10 LATE FEE will be assessed for late payments per due installment.

OUR GOAL

Throughout our curriculum, we will encourage cooperation and teamwork. We will discourage aggressive behavior such as hitting, pinching, biting, or kicking. The teachers will be using time out to discipline the students in the classrooms. We wish to reinforce the positive behavior that you are teaching your child at home. This will provide for a better atmosphere for your child to learn academically as well as socially.



FULL DAY PROGRAM (fee: \$195/Week.)

Children will receive our academic program and will continue their day with enhanced programming. Tuition covers the academic portion of the class only, payable a week ahead of attendance. Children will bring their own lunch, to ensure they are eating a lunch they will eat, and you are sure they have a meal they like to eat. Students will also have both morning and afternoon snacks. Extended hours of care are available from 7 am—4:30 pm. The extended hours require a personal contract for time and appropriate fees for extended time of care.

3 year (2-5 days per week) - 8:45 am—3 pm

4 year (3—5 days per week) - 8:45 am—3 pm

5 year (3-5 days per week) - 8:45 am—3 pm

Kindergarten (5 days per week) full or half day program

*all full day children enter class prior to part time attendees for child safety. Parents will be greeted at the entrance to sign in and sign out their child. Teachers will assist children in entering and exiting the classroom, along with settling their belongings for the day.

Fees are weekly, and not discounted for travel or absent days.

Late fees are weekly, for unpaid accounts. Parent contracts include termination for truant accounts, signed prior to your child's first day of attendance. All forms for safety and welfare of your child must be completed prior to your child's first day of attendance. Parents must SIGN IN and SIGN OUT daily.

Children may also enroll for our half day Kindergarten program serving Newberry, Red Mill,, Fishing Creek, and Fairview Elementary Schools.

Families are admitted without regard to race, color, religious creed, disability, ancestry, national origin (including limited English proficiency), or sex. Program Services are made accessible to eligible persons with disabilities through the most practical and economically feasible methods available.