



## Preschool Handbook

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## **Introduction**

Welcome to Salto Gymnastics Preschool. We are ready to offer a unique and exciting approach to Preschool Education that recognizes that parents today want to provide their children with a valuable head start to education along with a healthy lifestyle.

## **Our Mission**

Salto Gymnastics Preschool aims to provide a gymnastics and educational program that focusses on the total wellbeing of each child, in an atmosphere of movement, fun and play.

## **Our Philosophy**

We believe that an active mind grows from a strong, healthy body. Salto Gymnastics Preschool provides a semi-structured, safe and positive environment that is a balance between child-directed and adult-directed activities. Activities and lessons focus on the whole child and therefore cover the areas of physical, intellectual, social and emotional development.

## **Our Objectives**

- To teach the children Fun, Fitness and Fundamentals as outlined in the Canadian Gymnastics Program.
- To provide a quality program of activities that will enable the development of the whole child.
- To prepare the children for a smooth transition into Kindergarten.

## **Meet the Staff**

### **Preschool Program Director: Leighanne Glazerman**

Miss Leighanne is a Child Development Supervisor, who has her Diploma, in Early Learning and Child Care from Grant MacEwan University. Leighanne joined Salto Gymnastics in 2010, as a coach and has had many roles at Salto, throughout the years. Leighanne has been a Director of an Out of School Care program as well as a Director of a Child Care centre over the years. Leighanne joined Salto Gymnastics Preschool in 2019, as Preschool Director, after returning from maternity leave. She believes all learning can be fun, filled with joy and wants every child to feel success every day.

### **Preschool Teacher Assistants & Coaches:**

**Rebecca Wareham**

**Cheyenne Stevens**

**Quinn Stockdale**

## Programming

### Gymnastics

Throughout our program we will enhance your child's health and well-being by developing the ABC's of movement: Agility, Balance, Coordination, and Speed. These fundamental movement patterns provide the foundation for all sports.

Our Early Foundations classes participate in a ten-month Advanced Kindergym Program. Our Kindergarten Readiness classes participate in a ten-month Junior Gym Program.

Through age-appropriate activities and utilizing our gymnastics equipment, children will improve their gross motor skills, flexibility, strength, and the ABC's. They will also build self-confidence and social skills through their physical activity. We strive to make all physical activity a fun and exciting part of everyday life.



### Literacy

Children learn to recognize letters and sounds using a well-developed program called Itchy's Alphabet. Introductory pre-printing and printing activities will be offered on a regular basis. Children will also work on recognizing, tracing, and printing their names.

### Math Readiness

Children will be counting on a daily basis and working with numbers 1-10 in the Early Foundations classes and 1-20 in the Kindergarten Readiness classes. They will be counting

objects, making groups, and completing pre-addition and pre-subtraction activities. Children will also be making and repeating simple patterns and completing shape activities.

### **Socialization**

Although this area does not have many planned activities directly related to it, socialization and relationship building is a huge part of the Salto Gymnastics Preschool Program and is focused on daily. If you would like to know more about some of the ways in which we actively help children build healthy relationships and strong self-esteem in the classroom, please feel free to contact the Program Director for more information.



## **Guidelines & Procedures**

### **Discipline**

Salto Gymnastics Preschool aims to provide a positive and safe environment for all children attending. The Discipline Policy is intended to provide a positive non-punitive approach to assist children in becoming self-confident and self-disciplined. Children will learn appropriate behaviour as well as learn to positively interact with others.

The Program has a set daily routine that is consistent and predictable. Clear guidelines and expectations are provided so that the children know what is expected of them. Limits and expectations are enforced consistently, in a positive manner.

The first and most important step in our positive discipline approach is to prevent unwanted behaviours by focussing on and acknowledging positive behaviours.

*Once an unwanted behaviour does occur, the following steps are taken.*

1. Children are assisted in understanding what the unwanted behaviour was and in coming up with some alternative, positive behaviours.
2. Children are reminded again of expectations for appropriate behaviours.

3. If necessary, children are assisted in rejoining an activity.
4. If a child's behaviour has become extreme and/or harmful to self or others and all other management steps have been unsuccessful, a parent conference will be set up with the Preschool Director. The situation will be discussed, and solutions agreed upon.

If, after exhausting all other steps and attempts to successfully integrate a child into the class, the Preschool Director feels that Salto Gymnastics Preschool is not meeting the needs of a particular child, Salto Gymnastics reserves the right to no longer have the child attend the Preschool. In these types of cases, early intervention programs may be an option and information about these programs could be discussed. Salto Gymnastics Preschool is dedicated to assisting all children in finding a program that is the right fit for them.

*Salto Gymnastics Preschool will NOT;*

1. Inflict or cause to be inflicted any form of physical or verbal degradation or emotional deprivation.
2. Deny or threaten to deny any basic need.
3. Use or permit the use of any form of physical restraint, confinement or isolation.

### **Drop Off**

Please make all attempts to arrive on time, as not to disrupt the daily routine. Upon arrival, make sure to visit the washroom with your child, sign them in, place snacks and water bottles on the snack cart and wait quietly in the waiting until the teacher comes to gather the children.

### **Pick Up**

Children must be picked up promptly at dismissal time. Please notify the school if there is a change in who is picking up your child. If your child is picked up late more than 3 times in one month, you will be charged \$5.00 for every five minutes late thereafter, in that month.

Example	Late #1-3	no charge
	Late #4+	5-10 min. = \$5
		10-15 min. = \$10
		Etc...

### **Volunteer Information**

Volunteering is not mandatory at Salto Preschool. We do, however, ask for volunteers on an occasional basis for our field trips and outings. For these events it is both greatly appreciated and extremely helpful.

## **Health Policy**

If possible, please notify the gym if your child will be absent from school. It is important not to send a child to school if they have the following symptoms:

- Thick or discoloured discharge/drainage from the nose
- Persistent cough or sneezing
- Fever
- Sore throat
- Nausea, vomiting or diarrhea within the previous 24 hours
- Headache
- Earache (this disrupts equilibrium and balance)
- New or unexplained Rash
- Discharge from the eyes/pink eye
- Plantar warts or other foot ailments must be treated and covered completely during treatment
- Requiring greater care and attention than can be provided without compromising the care of the other children in the program.

If a child develops signs of illness during class time, parents will be notified and will need to pick up their child right away. In cases where parents are unavailable, emergency contacts will be notified. After illness, children may return to school if they have been symptom free for at least 24 hours or they have a note from a physician. If a child has been prescribed antibiotics, they may return to school 24 hours after the first dose has been given.

## **Emergencies**

During a medical emergency, Salto Gymnastics Preschool staff will treat and administer first aid, as required. If EMS is required, 911 will be called first and the parent/guardian called second. All preschool staff are First Aid and CPR Certified.

## **Medication**

It is the policy of Salto Gymnastics Preschool that we do NOT administer any medications other than emergency medication such as an EpiPen or asthma puffer. In the case of emergency medication, a medication form must be completed by the parent prior to the first day of classes. All medication must be in its original packaging.

## **Snacks**

Each child is required to provide their own small, nutritious snack from home. Salto Gymnastics is a NUT FREE facility so please be sure that all snacks are nut free. Some suggestions are: fresh fruits and vegetables, applesauce, crackers, muffins, rice cakes, yogurt, cheese, sandwiches, lunch meat, etc.. Please DO NOT send chocolate, cookies, chips, candy, pop, kool-aid, etc..

Please remember that this is a snack, not a meal and avoid excessive waste by providing small portions.

### **Field Trips**

You will be notified in advance of any field trips the Preschool is planning. Volunteer parents may be required to provide extra supervision. Field trips take the place of regularly scheduled class times. The Salto Preschool Program does not provide transportation to or from most field trips.

### **Toys**

We do not allow children to bring toys from home to play with. This alleviates any hurt feelings when it comes to sharing with everyone and the possibility of toys being broken or damaged.

### **Dress**

The children need to be free to enjoy their day of gymnastics, play and crafts without the hindrance of constraining clothing. Please dress your child appropriately in comfortable, durable, and washable clothing. Please avoid zippers and buttons and if a dress is worn, be sure to add a pair of shorts underneath.

### **Indoor Slippers/Shoes**

All children **must** wear leather bottomed slippers at all times. For fire safety and hygiene purposes, this is **mandatory**. Salto is happy to offer parents a discounted rate for Robeez slippers, available for purchase from our front office. If you would like more information on what other types of shoes are acceptable and recommended, please feel free to contact the Preschool.

