



***PARENT'S GUIDE***

**EDMONTON CHRISTIAN PRESCHOOL**

**Northeast Preschool**  
5940 159 Avenue  
Edmonton, AB T5Y 0J5

**West Preschool**  
14425 McQueen Road  
Edmonton, AB T5N 3L5

**For Registration Inquiries or Questions**  
780-408-7933  
(Society Office)

## Edmonton Christian Preschool Program

The Edmonton Society for Christian Education (ESCE) operates the Edmonton Christian Preschool so that children can have a safe place to play and learn and also be introduced to Christian education. The Society office is the place of contact for all registration and payment inquiries as well as for comments and concerns about the program. The office can be reached at 780-476-6281 or by email to [societyoffice@edmchristian.net](mailto:societyoffice@edmchristian.net).

### About the Program

Edmonton Christian Preschool is an early childhood education program focusing on learning through play in a Christian setting. We encourage each child to grow socially, emotionally, physically, and spiritually through a variety of activities including:

**Free Play:** Each class begins with a time of free play which will allow your child to adjust to the classroom, make his/her own choices without pressure. New activities are introduced as the class continues to play such as art related activities, sensory activities like play dough, sand, water, and interactive games. Children are encouraged to participate while still making their own choices.

**Modeling:** Children will learn to co-operate, share, take turns and listen to others during group times such as circle, singing, show and share, daily calendar and clean up. Good manners and healthy habits are encouraged at snack time. We thank God each day for our food.

**Experience:** Children will be offered gross motor activities through the use of the gym and the outdoor playground.

**Jesus is at the heart of our preschool program.** We follow His example for daily living through stories from the Bible, prayer and song. We celebrate His birth at Christmas and His death and resurrection at Easter. We reinforce a strong and healthy Christian family lifestyle which is essential to a child's well being. Our world belongs to God!

### Staff Responsibilities

The preschool teacher is responsible for the care and safety of the children. The teacher will teach preschool-level activities through materials and play, based on Christian beliefs. The teacher will nurture the child's self-image while building social, motor, and language skills.

Our Preschool teachers are certified at minimum as Child Development Assistants. They have provided a clear and recent Police Information check, including a vulnerable sector search. They are certified to provide first aid.

### Child Guidance

Children learn best through experiences. We believe that the teacher must lovingly guide the children to help them to learn to cooperate with their peers and to have positive educational experiences that encourage and enhance their growth and development while they are in our care.

This can best be accomplished by:

1. **planning** a wide variety of activities for the children.
2. **limiting** the number of children in each area of the room to avoid overcrowding and to allow for sufficient materials and the opportunity for constructive interactions.
3. **speaking** with a child if their behavior is inappropriate for the area or material that they are using. For example: "This is the way we use the crayons" or "Walking only please".
4. **using** positive language with the children for appropriate behavior. For example: "I like the way Michael is sitting" or "Walking feet" instead of "Don't run".

If a child is still having a problem cooperating, he/she is removed from the situation and redirected into another activity for a period of time. For example: “Mary, I’m sorry but that is not how we play at the sand table. Please go to the coloring table or the blocks”.

5. **ignoring**, where appropriate. For example: If a child is making faces at others but not upsetting them, ignore it.

If group behavior is a problem, the area that has become a problem for the group is closed and the group is broken up and redirected to other activities.

If the child has not responded to positive reinforcement and has been redirected, but is still displaying inappropriate behavior, the teacher will offer him/her other choices. For example: “Billy doesn’t like it when you knock over the buildings he is working on. Let’s ask Billy how you can help” or, “You can use your ideas to build over here”.

If the situation isn’t resolved, there will be a consequence. For example: “You’re not listening to Billy’s words. He’s sad when you knock over his building. I can’t let you play here anymore. You may play at the play-dough table or with the cars”.

It is at the discretion of the teacher to discuss with the parent of a child who is displaying continued inappropriate behavior other methods of dealing with the child and the situation. However, in no case will a teacher or helper ever inflict on a child physical punishment, verbal or physical degradation or emotional deprivation. Teachers and helpers will never deny or threaten to deny any basic necessity, and they will never use or permit the use of any form of physical restraint, confinement or isolation. Teachers will involve parents in all facets of the program, including guidance and discipline.

## **Parental Involvement**

A parent committee is organized each year which plans field trips, discusses program enhancements and makes recommendations to the preschool teacher.

**The Edmonton Christian Preschool is a parent participation program. Parents of each child in the program assist the teacher for an entire class on a rotating basis, usually once every 6-8 weeks. Parents may also ask grandparents or other relatives to assist on this roster. The government of Alberta requires all teachers, parents and adults who supervise children in Preschools to consent to a police information check, including a vulnerable sector search. Children can be registered in Edmonton Christian Preschool only when all of their relatives on the roster are cleared by this search.** For more information, go to:  
<http://www.edmontonpolice.ca/communitypolicing/operationalservices/policeinformationcheck.aspx>

A parent is needed for each preschool class. The “parent of the day” schedule is made up of parents who will be put on a rotational list (ROSTER). The parent is to relieve the teacher of any work other than teaching. The “parent of the day” may be needed for a particular project or to circulate among the children offering assistance and encouragement while supervising for safety. It is also their duty to remain in class until all the children have been picked up by their proper parents/guardians. All parents are encouraged to contact the Society Office or teacher for any concerns or suggestions.

**In addition:**

- Children will never be released to any person without the consent of the parents.
- Parents will be notified immediately if their child is involved in an accident or becomes seriously ill.
- Parents are required to give written consent for their child to participate in off-premise activities. Parents are strongly encouraged to drive and remain with their child on field trips.
- Parents must give written consent for a staff member to administer health care or medication of any kind, unless the care is in the nature of first aid.
- Parents will have access to their child's administrative records on request.

**Food Allergies**

Food allergies will be recorded when the child registers. Parents will be notified of any severe allergies in the class (*e.g.* nuts). Shared snacks on special occasions like birthdays will have no home baked items as per Capital Health's request and will be supervised by the teacher.

**What to bring to preschool:**

1. Weather-appropriate clothes. The students will have playtime, outside weather permitting.
2. A backpack and indoor shoes (items should be labeled and the indoor shoes can remain at school).
3. A healthy snack.

**On every preschool day, please:**

1. **Arrive on time.** This helps settle your child and starts the day on time.
2. Remove outdoor shoes or boots and place them on the rack near or inside the classroom.
3. Take off your child's coat and backpack and place them on the coat hook with their name.
4. Help your child to change into indoor shoes.
5. Pick-up your child on time.
6. **Sign your child in and out.**