Heartland Preschool

Parent Information

Heartland Preschool Program Goals

The Educations Professions class is designed for high school students to obtain experience in working with preschool age children. This course will better prepare them for higher education in the area of Early Childhood Education and a future career after graduation. High school students come to Heartland Career Center from Wabash, Southwood, Northfield, North Miami, Peru, Manchester, Oak Hill, and Huntington North schools.

The high school students will work directly with the children in a teaching capacity. The preschool children benefit from a low teacher/student ratio, which ensures that each child gets the attention he/she needs. The safety and education of each preschool child is our number one priority.

Listed below are the curriculum goals for the children enrolled in HCC Preschool:

1. Each child is an individual who should be permitted to develop at his/her own rate.

2. The environment and activities planned will help the child prepare for future educational successes.

3. The environment and activities planned will encourage the intellectual, social-emotional, moral, and physical development of each child.

Routines and Procedures

1. Heartland Preschool is open to any child ages 3-5 who is potty trained, and can use the restroom without any adult assistance. **Space is limited.**

2. Parents are responsible for bringing their children into preschool upon arrival and signing them in. Tuesday, Wednesday, and Thursday are preschool days. The morning preschool is open from 9 -11 AM. The afternoon preschool is open from 12:30-2:30 PM. If you arrive earlier than the above stated times please stay with your child until preschool is open. Be sure to sign your child in and out each day. The sign out sheet will be located inside the preschool classroom.

3. It is very important that your child be picked up on time. The high school students leave shortly after preschool is over and there will be no one available to care for your child after preschool. Repeated failure to abide by this regulation may result in the withdrawal of your child from the program.

4. Heartland preschool will cost $30.00 a month. Payment is due the first day of each month. If preschool is not in session on the first of the month then payment is due the first day we are in session for the month. Make checks payable to Heartland Career Center.

5. Please dress your child appropriately for play on preschool days. The children will be doing a variety of physical activities and sometimes messy activities. Keep a spare outfit in your child's locker in case of accidents.

6. If your child is sick and has a fever over 100 degrees we ask that you do not bring them to preschool until they are feverless for 24 hours.

7. To report absences call Heartland Career Center at 260-563-7481 extension 1241

8. Preschool is closed on Mondays, Fridays, and on official school holidays. Please keep you preschool calendar for the duration of the school year. See the last page of the handbook for more information on school closings and delays.

To complete registration please have the following items turned in prior to the first day of preschool:

- Application
- Copy of up to date vaccination record
- Liability waiver
- Discipline policy
- Consent to photograph and/ or videotape
- First installment of $30.00

Consent to photograph and /or videotape

Throughout the year we occasionally take pictures or videotape the class. They sometimes appear in news letters or school papers for parents and students. We have also used some of them for a power point presentation during our senior certificate ceremony. Anything we use is for school purposes.

This consent includes permission for any display, distribution or use of the material for the purpose of providing information to the public about the school program or activity or for any other educational purpose.

Parent Consent for Child

I certify that I am the parent/guardian of _____ and I agree to the terms of this consent.

Date: _____   Parent/Guardian _____
                               Address_____
                               City, state, Zip _____
                               Phone_____

Liability Waiver

Date _____   Child's name _____

I understand that while the teacher, students, and school will provide as much supervision for the safety of my child as possible, I agree that I will not hold them responsible for accidents which may occur.

_____

Parent or Guardian

Discipline Procedure

The discipline procedure that will be used with the preschoolers is as follows: Preschoolers will get two warnings when they are misbehaving.   If they get a third warning they will move their clip on the discipline chart. If the problem persists after the third warning they will take a break away from the activity for up to four minutes. If the discipline problem continues parents will be called.

I am the parent of _____ and I have read the

Preschooler's name

discipline policy. _____ _____

Parent Signature   Date

Heartland Preschool Calendar

2022/2023

Special Days and No Preschool Days

September 1	Preschool Open House
September 13	First Day of Preschool
October 17-21	Fall Break – No school
November 23 & 24	Thanksgiving – No school
December 19-30	Christmas Break – No school
April 3-7	Spring Break – No school
May 4	Last Day of Preschool and Preschool Graduation

Heartland Career Center Preschool
Inclement Weather Delay and Closure Procedures

If both Wabash City School and MSD of Wabash County operate on a 2-hour delay schedule then the Heartland AM Preschool will be closed for the day.

If both Wabash City School and MSD of Wabash County operate on a 3-hour delay schedule then both AM and PM sessions of the Heartland Preschool will be closed for the day.

If both Wabash City School and MSD of Wabash County are canceled then the Heartland Preschool will be closed for the entire day.

- If any of these conditions are met on a normal preschool day (Tuesday-Thursday), Mrs. Higgins will contact the preschool parents through a Remind Text message.

- Heartland Career Center students will still report to the Career Center for their Early Childhood Education classes if their sending school is in session.