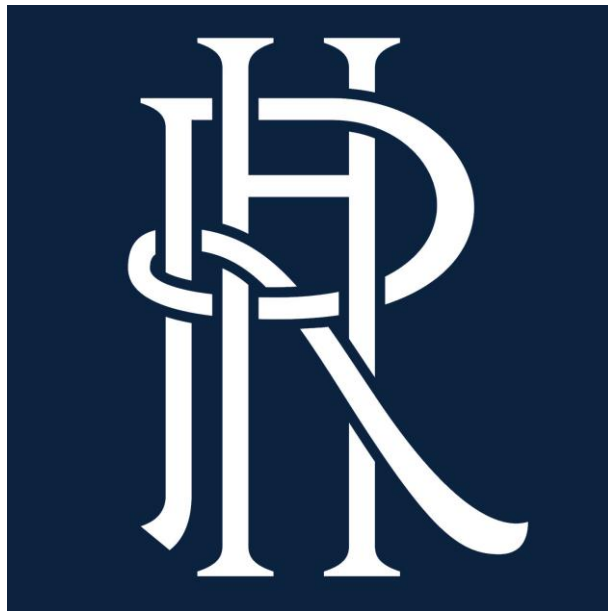


**Parent's Guide to
Holy Redeemer Catholic School's
Early Education Program
Preschool and Prekindergarten**



**Holy Redeemer Catholic School
127 N. Rosa Parks Way
Portland, OR 97217**

**503-283-5197
FAX 503-283-9479**

**Email Address: kzywicki@holyredeemerpdx.org
Web site: www.holyredeemerpdx.org**

Letter of Welcome

Dear Families,

Holy Redeemer has been educating students for over 100 years and adopted the Prekindergarten Program in 2008. With the success and growth of Prekindergarten Program, the decision was made to create a Preschool Program in 2012. Our goal is to provide a safe and loving environment where the children can learn and play. Our teachers plan daily lessons to strengthen and learn new skills in language arts, math, writing and science. Children are also learning about patience, kindness, and friendship. Through conversations, prayer, and Bible lessons and stories, children are learning about God's love and His world. The children work and learn through play, teacher planned activities and whole and small group instruction.

This Parent Handbook has been prepared to help acquaint you about our policies, and to promote a mutually beneficial understanding between our school and your family. Please take the time to read it thoroughly. I sincerely hope that by working together we can give your child a solid foundation on which to build in future years.

MISSION STATEMENT

Inspired by our faith, Holy Redeemer Catholic School is a diverse community committed to academic excellence, prayer and service.

PHILOSOPHY STATEMENT

Our ministry as educators is a shared responsibility between the school, parish and family. At Holy Redeemer, we collaborate with, and support parents as the primary educators of their children. We are committed to assisting parents so that we can provide a Catholic education to every family who desires it for their children.

We are called by Jesus to educate the whole person. We celebrate and develop faith, academics, the arts, social skills, technology, and athletics. We recognize that taking care of God's creation is both our privilege and our duty and continually look for ways to make our parish and school community more environmentally sound.

We embrace diversity as a hallmark of our school. Our teachers and staff are dedicated professionals who strive to build up the Kingdom of God by helping each person in our community develop to his or her full potential within a school where all are expected to be safe, responsible, and respectful.

SCHOOL-WIDE LEARNING EXPECTATIONS

As a Holy Redeemer Student I am:

An Involved Christian

- I participate in the planning and celebrating of our school Mass and other prayer experiences.
- I care for and respect all of God's creation.
- I put Christian beliefs into action.

A safe, respectful and responsible community member

- I take responsibility for my own actions and resolve conflicts peacefully.
- I use my gifts and talents for the service of the community.
- I appreciate and value myself and others.

Seeking academic excellence

- I communicate clearly, creatively, and effectively.
- I use critical thinking skills and am able to solve problems.
- I am responsible for my own learning

FAMILY-SCHOOL COOPERATION

The primary goal of Holy Redeemer Catholic School is three-fold:

- ◆ Modeling and teaching of Christian values and traditions
- ◆ Teaching our students how to be responsible community members
- ◆ Excellence in academic education.

We expect your help in the following ways:

- ◆ To be informed by reading the parent newsletter each week;
- ◆ To be involved by conferencing with your child's teacher;
- ◆ To volunteer in some aspect in Holy Redeemer's program;
- ◆ To support our behavior management policy, our academic requirements, and our attempts to build up God's kingdom as indicated in our school handbook

Holy Redeemer Catholic School celebrates the rich diversity in cultures, religions, and personalities. We see our broad range of ethnic backgrounds and religious persuasions as fertile ground for growth in awareness of others and appreciation of one's self. The hope for our students is that they grow in the Christian virtues of tolerance, hospitality, support, empathy, justice, and peace.

We see communication as being essential to a healthy relationship between family and school. We have a mutual responsibility to question, inform, and confer in order to provide the best possible atmosphere and environment for your child's learning.

EARLY EDUCATION STAFF

Miss Molly Zywicki – Pre-K Lead Teacher
Miss Emily Gennuso – Pre-K Assistant
Mrs. Guadalupe Torres – Preschool Teacher
Miss Cecilia Lebbi – Preschool Assistant
Kim Zywicki – Director
Molly Zywicki - Substitute Director

PROGRAM GOALS

The Preschool and Pre-K program at Holy Redeemer encourages children to create their own learning environment in which they make new friends, experiment, be independent, problem solve, be creative, use their imagination, act Christ like and most importantly to be safe and have fun. Our goal is to provide a welcoming and loving environment in which young children will thrive and grow. This is a time where your child will begin new relationships and continue to build on them throughout their Holy Redeemer school career.

ACTIVITIES

We offer both teacher-directed and child-directed activities with a balance of inside and outside play, active and quiet times, and hands-on learning. The program includes art, music, PE, science, pre-math, pre-reading, pre-language skills, social and emotional teachings, self-regulation skills and spiritual growth. Activities will be in line with the School Wide Learning Expectations, the Archdiocesan Curriculum Guidelines and preparation for Pre-K and Kindergarten.

CLASS SIZE/ STAFF

The Preschool and Pre-K class are a 1:10 ratio with 1 or 2 teachers and teacher assistants.

ENROLLMENT

Preschool students will need to be 3 years-old and Pre-K students will need to be 4 years-old by September 1st to be enrolled. Pre-K students are not guaranteed a space in our Kindergarten class.

SCHOOL YEAR

Preschool and Pre-K classes are in session from September through middle of June. Please refer to the preschool/pre-k calendar in the back for more information.

TIMES

Morning Drop off: 8:00-8:10
Afternoon Pick up: 3:05-3:15
Half day Pick up 11:15

PARENT COMMITMENTS

Preschool and Pre-K parents are encouraged to become involved. Volunteering your time for field trips and/or in the classroom or donating items for parties or to the classroom are great ways to be involved.

Gift Wrap and Plant Sale - participation is encouraged, not required

Jog-a-thon is required. Each student must raise \$75 or parents pay the school \$75 out of pocket.

PARENT/TEACHER CONFERENCES

Preschool does not participate in conferences. However, Mrs. Torres will be available to meet and discuss your child if there are any questions and concerns.

Pre-K participates in parent/teacher conference time in February. This will allow Miss Zywicki time to really know your child and to be better aware of any concerns as your child is getting ready for kindergarten. Other meetings can be scheduled any time during the year.

GRADING

Assessments will be performed throughout the year to determine needs of the children.

Pre-K Report Cards will be sent home in December, March and June. Preschool will not be sending home report cards.

SCHOOL BAG/BACKPACK

Each child is asked to bring his/her own (**large**) school bag/backpack well marked with his/her name. The bag should be brought each day in order that all items belonging to your child get home to you. This helps them to be responsible for their own things.

Students also need to bring a water bottle.

SCHOOL PICTURES

Before picture day, envelopes will be sent home with your choice of picture packages.

The picture envelope with the money must be returned to school on pic

BIRTHDAYS

We celebrate each child's birthday and make their day special. If you would like to send a birthday treat, please let us know. All treats need to be store bought. For children with summer birthdays, we celebrate at the end of our school year. If you plan a party outside of class time and want to invite your child's classmates, we do not hand out invitations in school unless you invite all of the children in the class. We want to prevent any child's hurt feelings.

SNACKS

Parents are responsible for supplying their child with snack each day. Full day students should have a morning and afternoon snack. The state requires children have the option of two food groups for their snack. Healthy, non-complicated and small snacks are recommended. **Please send NUT-FREE snacks.**

LUNCH (Full day students only)

Students in the full day Pre-K program have the option of bringing a lunch from home or buying school lunch. Parents are responsible for paying for lunches in advance. All students have a lunch account that will be drawn from. Paying in advanced is highly recommended to avoid negative balances. Please send payments in an envelope with child's first and last name and what the payment is for. All lunches brought from home must meet USDA guidelines. Lunches should have 1 serving of breads and grains. 1 serving of meat, fish, poultry or meat alternative. Two servings of fruit and vegetables. We do not consider fruit snacks or fruit roll ups as a serving of fruit. We encourage our students to eat their lunch, starting with their protein first. Please make sure your child will eat what is for lunch. Your help is appreciated during the morning to indicate what type of lunch your child will be having. The lunch calendar is sent by email in the school's newsletter the first of the month. Please inform teacher if your child has nut related products for lunch.

Preschool students will need a lunch from home and will eat in their classroom. Milk will be available for preschool at lunch.

NAPS (Full day students only)

Your child will be required to have a period of quiet time. It is very important that young children get time to rest their bodies and minds. For the first 30 minutes your child will be given books to help them rest and calm their bodies. If they have not fallen asleep after 30 minutes, then the teacher will provide them with a quiet activity to do on their nap mat. Parents are responsible for sending a small blanket and pillow or stuff animal to stay at school. Your child's belongings will be sent home every other week to be washed and returned the next school day.

PERSONAL HYGIENE

All children must be completely toilet trained. We understand that an occasional accident might occur. We will ask your child to clean and change him/herself by themselves in the bathroom. New clothes will need to be sent back the next school day. If accidents are occurring frequently, we will ask to meet to work on a solution. **For the protection and safety of your child and our staff, we will ask you to pick up your child to be properly cleaned if he or she has had a bowel movement in their clothes.** Our children are expected to wash their hands with soap and water after toileting, blowing their nose, before snack, after snack and before and after lunch, as well as after playing with shaving cream or painting. Please reinforce this healthy behavior at home as well.

DRESS CODE

Preschool and Pre-K do not participate in the school's uniform. Children should wear tennis shoes on their PE day. Girls wearing dresses or skirts are encouraged to wear shorts underneath. No distracting jewelry to be worn at school. Please use your best judgment when you send your child to school.

- Please dress for the weather, bring a warm coat when it is cold outside.
- Hair must be clean, neatly combed and must not interfere with eyesight.

DROP OFF / PICK UP

We have changed our drop off and pick up procedures to align with Covid-19 health and Safety Guidelines. Preschool and Pre-K will be picked up and dropped off through Rory's Garden. Preschool and Pre-K have outside doors that open into the garden area. Please Maintain 6 feet between family groupings. A teacher will be waiting at the door to receive or dismiss your child. Please stay 6 feet from the door opening. Please keep your child with you at all times.

If your child is enrolled in the half day programs they will be dismissed in the same way at 11:15. Please pick up your child promptly.

BEYOND THE CLASSROOM (BTC)

BTC is our before and after school care program. Morning BTC will not be offered this year. BTC will begin in the classroom at 3:20 M-T, Th-F. On Wednesday's BTC will begin at 2:20. BTC closes at 5:30 PM. You will need to fill out an enrollment form and submit it before your child can receive aftercare. If you have any questions you can contact Kim Zywicki at kzywicki@holyredeemerpx.org

CLOSURES

In the event of an emergency closing due to weather or unforeseen reasons, please listen to the announcement on the radio and television. **Holy Redeemer Catholic School WILL automatically follow Portland Public Schools decision.** Our principal will send an email to families when a decision is made. Morning preschool and Pre-K **WILL NOT** have school if there is a 2 hour delay. Trust your judgment and stay home if you feel the risk is too great to come to school.

BEHAVIOR MANAGEMENT

We are solution focused. When a problem arises we will try to help the child/children solve it by talking about it with those involved, helping them find a better way to resolve their problem and by removing the child from the situation if necessary. If a problem continues, teachers will let the parents know so that we can problem solve together. This year, preschool-3rd grade and BTC staff have become certified Positive Discipline Teachers. We look forward to use these practices within our classrooms and have a common language and strategies be used with our students. Pre-K and Preschool are proud to participate in two developmentally appropriate social and emotional curriculums'. *Mind +Heart* for Preschool and *Friendzy* for Pre-K.

SAFETY

A safe environment is of top concern for us. We have rules in the classroom and on the playground to ensure your child's safety.

Preschool and Pre-K participate and practice Fire Drills, Earthquake Drills, and Emergency Situations. If our students and staff need to evacuate in an emergency situation, our meeting place is Peninsula Park.

COMMUNICATION

Our philosophy is that we are partners. Please let us know if you have concerns or questions by either stopping in to talk to the teacher, emailing, or calling. Our assistants are very involved in your child's day, but when asking questions please approach your child's teacher.

Pre-K sends home weekly newsletter to inform parents what we are doing in the classroom and reminders of important dates. A school newsletter from the principal's office is also emailed weekly with important information. Please make sure you are reading both thoroughly every week.

VOLUNTEERING

Unfortunately, we cannot have parent volunteers in the classroom due to Covid-19 Health and Safety Guidelines. You can volunteer to help teachers "prep" lessons. Contact your teacher and she can send home a packet for you to "prep". There may be other opportunities to volunteer with fund raisers.

HEALTH POLICY

Families will fill out a Covid-19 health questionnaire daily. These can be filled out and submitted online before the start of the school day.

We will be following Holy Redeemer Catholic school's Covid-19 Plan, which is published on the school's website.

If you think your child or family has been exposed to Covid please email your teacher and keep your child home. You will be given guidance about what to do next And how to safely return your child back to school.

When to keep your child home due to illness:

In order to keep our school environment as healthy as possible, children with any of the following symptoms should be kept home from school:

- severe cold
- runny nose with yellow or green mucous
- a congested cough
- sore throat or earache
- red or discharge from the eyes
- vomiting or diarrhea the previous day or night
- skin eruptions, rash or inflammation
- signs of weakness or listlessness
- if the child has had a fever within the last 24 hours
- head lice

- strep throat
- fifth disease
- hand foot and mouth disease
- whooping cough
- measles

If a child comes to school obviously ill or becomes ill while at school, the parent will be notified to come and take their child home.

If a child becomes ill at school:

We will first try to reach the parent. If unable to reach the parent, we will then call the emergency contact/s you have listed on your registration form. These contacts may take temporary care of your child in the event that you are not available. Please keep your emergency contact information updated with current phone numbers. Parents should inform the teacher/ school office of any known health condition the child has that may require attention.

If your child gets a communicable disease:

It is essential that the other families in the school be made aware of any possible exposure. You should contact the school office as soon as possible if your child has been exposed to or has one of the following diseases:

- head lice -chicken pox -pink eye -ring worm -impetigo -scabies
- strep throat -fifth disease -hand foot and moth disease -whooping cough
- measles/chickenpox.

IMMUNIZATION REQUIREMENTS

We require the immunization history of your child on the County Health form and the school is in accordance with Oregon State law regarding immunization. Immunization documentation is part of our registration process.\