

St. Gregory Preschool Handbook



Philosophy

St. Gregory Preschool believes that learning experiences and play activities encourage spiritual, intellectual, social and physical growth in a spirit of Gospel values. Every aspect of a child's personality: cognitive, social, emotional, physical, or spiritual, should be challenged in some way. A rich and loving environment maximizes learning, so we nurture that environment. St. Gregory Preschool education provides the transition from home to a school atmosphere. The early learning years provide the basis for future learning.

Programs

The 3-year-old program runs on Tuesday and Thursday mornings.

The 4-year-old program runs on Monday, Wednesday and Friday mornings.

Tuition

<https://school.stgregzelie.org/tuition>

St. Gregory Preschool is a religious institution which meets the salary schedule and operating expense entirely through tuition payments. Regardless of whether a child is present every day or not, these expenses still exist. It is our goal to keep costs at a minimum and still maintain a quality program for you preschool child. It is necessary, therefore, to comply with the tuition policy.

Families must register in the FACTS tuition program no later than June 1. The first tuition payment must be made by our selected payment date in August. All tuition must be paid in full by the selected payment date in May. Information about the FACTS program can be found on our school website.

Registration

Registration will take place in January along with school registration. St. Gregory School families will get preference, with parishioners getting second choice.

Preschool Requirements

- Your child must be 3 years old by September 1 to enroll in the 3 year program.
- Your child must be 4 years old by September 1 to enroll in the 4 year program.
- Your child must be toilet trained.
- Your child's immunizations must be up-to-date.
- Your child must display appropriate behavior in social interactions (no spitting, biting, hitting, etc.).

Preschool Goals

1. To assist the child in developing a positive self-image in relationship to a loving God.
2. To assist the child in mastering expressive and receptive language skills that are necessary for the development of problem solving and thinking abilities.
3. To assist the child in the development of the sensory-perceptual skills.
4. To assist the child in developing gross and fine motor skills.
5. To assist the child in acquiring interpersonal skills necessary for interacting effectively with peers and adults.
6. To assist the child in acquiring interpersonal skills necessary for achieving personal autonomy.
7. To assist the parents in their role as primary educators of children.

Policies

To prevent the spread of illnesses, please do not send your child to school with a cold or symptoms of an illness. If your child has a communicable disease such as pink eye, chicken pox, lice, etc., please notify the school's office (724-452-9731) and check with your doctor to see when he/she can return to school. Your cooperation in this regard is greatly appreciated.

Discipline

At St. Gregory Preschool Program, we believe in a positive recognition of good behavior as an alternative to punishment. In situations where positive recognition of behavior is not possible, the child will be redirected. A child will be removed from the group only when the safety of others is threatened or when a child is especially disruptive.

Attendance

Please call the school office at 724-452-9731 if your child will be absent.

Home/School Communications

School news will be shared each month via the Family Folder. Please read all information, respond if necessary and return the folder to school. In between folders, we will mostly communicate via e-mail. You will also receive communications directly from the preschool teacher. If at any time a problem arises, you can call the school office and the teacher will return your call.

Daily Routine

- Free choice activities
- Flag salute, calendar & morning prayer
- Religion
- Group work
- Story time & songs
- Creative Play
- Letter and number learning
- And much more!

Separation Anxiety

For some children the adjustment from home to school is smooth and successful. However, for others it may be a frightening event. When the preschool teacher comes to your car, it is important to say goodbye and let your child know that you will be returning. If your child becomes upset and begins to cry, the best thing to do is to say goodbye and leave quickly. Although this may be difficult for you and your child, it is the best procedure. The preschool teacher is here to take care of your children and to help them deal with their anxiety concerning their separation from you.

Arrival and Departure

The 3-year-old program runs on Tuesday and Thursday from 8:40 to 11:20 or from 12:10 to 2:45.

The 4-year-old program runs on Monday, Wednesday and Friday from 8:50 to 11:30.

Drop-off and pick-up will be in the back parking lot. The preschool teacher will meet the children at the car. Please line up around the outside perimeter of the parking lot with the first car at the steps.

Please place a sign with your last name in your window.

Cold/Inclement Weather

For extreme weather conditions watch WPXI and KDKA. Please make sure you double check these information sites if there is inclement weather. We follow Seneca Valley School District's decisions on all delays and cancellations. If St. Gregory School is cancelled, then Preschool is as well. If the school has a 2 hr. delay, Preschool will also have a 2 hr. delay and will run from 10:50-1:30. If this happens, please send in a lunch for your child.

Dress Code

Please label coats, hats, boots, gloves and mittens. At this age, children generally get messy. Therefore, we ask that you send your child in play clothes and tennis shoes. Every child should have a complete change of clothes at preschool. Please put these clothes in a large ziplock bag with your child's name on it.

Please notify the school if:

- there is a change in your phone number
- there is a change in your home address
- your child has any allergies
- there is any known situation affecting your child mental or physical well-being so that we may work together in the best interest of your child
- your child has any contagious disease

The Curriculum

St. Gregory Preschool program is designed to suit the developmental needs of young children, promoting their spiritual, emotional, social, physical and intellectual growth.

The curriculum is developed using a "hands-on" approach to learning. Multisensory activities enhance the total development of the child and are planned in a sequential manner that follows a theme or is part of a unit. Art is a joyful creative experience full of self expression. Religion is an integral part of the St. Gregory Preschool program. It is the preparation time for more formal instruction in the years ahead. Religion class involves the development of a positive self-image in relationship to a loving God. Language is the development of communication skills that enable the child to share his/her world with others. At the preschool level, these skills include listening, speaking and thinking. Math Readiness at the preschool level involves acquiring knowledge which comes from understanding colors, shapes, quantitative concepts, such as size, difference, basic counting skills, learned through fun and practical application, classifying, and ordering of objects. Personal-Social Development is the primary goal for the young child entering preschool. A positive self-concept is essential to successful learning. The more the child understands himself/herself, the better equipped he/she is to relate to other children and adults.

Student Supply List

<https://school.stgregzelie.org/uploads/docs/202223supplylists.pdf>

Clearances

In an effort to help keep our children as safe as possible, the Diocese of Pittsburgh has implemented strict requirements for anyone who will be in contact with the children in any of their schools or parishes. Please review the following guidelines so that you can begin to take the steps necessary to be an active volunteer within our school. Until all of these requirements have been met, we are not able to allow you in the school beyond the main office.

Any parent, grandparent or other relative or friend who wants to volunteer in any aspect within the school (cafeteria volunteers, classroom mystery readers, coaches, etc.) is required to complete all of the following. . .

- Register in the Diocesan Centralized VIRTUS DATABASE
(Your *CRIMINAL CLEARANCE* will be run automatically when you register in the database.
You will need the access code: "protect".
- PROTECTING GOD'S CHILDREN workshop
This is done through the Virtus Website

- Pennsylvania CHILD ABUSE Clearance
New applicants will need to create a Keystone ID. That will become your username.
This will need to be updated every 5 years.
- FBI Clearance
Volunteers who have lived in PA consecutively over the past 10 years are able to sign a waiver in lieu of getting their fingerprints done.
If you have lived outside of PA at any time over the past 10 years then you are required to get fingerprinted. Please contact Debi in the school office for the service code.
This will need to be updated every 5 years, but you will not need to be fingerprinted more than once. Once you have been fingerprinted, a waiver will be acceptable for renewals.
- MANDATED REPORTER training

There are links available on our school web site (stgregzelie.org) to help you through this process. Click on "About Us" and the "Safe Environment".