

EDELWEISS PREPARATORY SCHOOL BACK TO SCHOOL 2009 AUGUST NEWS

Preschool, Jr. Kindergarten & Kindergarten



CELEBRATING OUR 22nd YEAR

We are entering our 22nd school year and are glad to have your child as part of our program this year!

PRESCHOOL & JR. KINDERGARTEN MEET THE TEACHER HOUR:

Attached at the end of this newsletter is a list of Meet the Teacher Open House Dates. For the “Meet the Teacher Open House”, children visit the classroom with a parent or caregiver and meet their teachers and friends. We will be taking the class on a mini-tour and explaining to parents and children what we do in each area and how our classes are set up. This is a time for your child and their classmates to become familiar with their new school setting and is therefore not a time that siblings can attend. We will also ask you to update your registration forms with any changes that have occurred since you registered your child. We will have school t-shirts, tote bags, snack boxes and drink containers for you to pick up.

UNIFORMS, COATS, SHOES & KNAPSACKS:

All Preschool and Jr. Kindergarten children wear uniforms this year. Uniforms for students are to be purchased from Wear It, our official uniform supplier. You can order online at www.wearit.ca or call by phone 240-2783 to arrange to go to the store at 4 Spruce Ctr SW. You may order from any of the Edelweiss uniform selections. Just choose whatever you think your child will be most comfortable wearing. Your child will get a school T-shirt at the Open House which was already paid for by you as part of the materials fee. Each child has a labeled coat hook for their coat and knapsack to be hung up on in their own cubby. Children share cubbies with other children on different days. When the weather is wet/snowy, we ask that you remove boots on the carpeted area to help keep the floor clean. Children are asked to wear **non-marking, non-skid shoes in school at all times.** You may leave a pair of shoes (labeled with your child’s name on them) at the school if that is more convenient.

MAIL, CALENDAR AND SHOW & TELL:

School newsletters are emailed monthly, however, each child has a mailbox for their crafts and theme work, so please remember to check for “mail” everyday when you pick up your child at school. Your child’s mailbox is **UNDER** his/her name. You will also receive a monthly class calendar that will notify you of themes, birthdays and show & tell turns by a monthly calendar from your child’s teachers in your child’s mailbox. On their special day, your child is the “Special Helper” and helps to lead the line up, start a game, etc., as well as having a turn for Show & Tell. For Show & Tell, your child may bring 1 appropriate item of their choice to share with the class. If possible we ask that not only toys be brought in but rather an educational item

such as something from nature, a photo or picture of an event your child would like to talk about or perhaps a favorite book.



SNACKS & BIRTHDAYS:

At the Meet the Teacher Open House your child will receive a snack container and 2 drink containers. Starting on the first day of school, (not the Open House) your child needs to bring a snack (Nut and sesame Free) and a drink (in the container we provide you with) that is clearly labeled with your child's name on it. Please make sure your child's name is clearly marked on the **outside** of their snack box and on their drink box at all times. Please place this in the appropriate snack cart for your child's class located in the coatroom. We will not accept the tetra juice boxes at school as most children do not drink the entire box, and it is too time consuming to empty all the juice boxes out prior to recycling. We will be accepting treats for the class on your child's birthday. We ask that you keep them simple and do not send in baking as we would be unsure of the ingredients for children with allergies. The September newsletter will have a list of suggested snacks. Please note that children with August birthdays will be celebrated in September and children with July birthdays will be celebrated in June so that each child will have a "birthday" at school. The day we will be celebrating your child's birthday will be marked on the class calendar. Edelweiss gives each child a special birthday book and balloon and they wear a birthday crown and we all sing Happy Birthday to your child on their special day.

SICKNESS POLICY:

We appreciate children not attending school with bad colds for the sake of the rest of the class. If a child has a fever, has been vomiting, has excessive coughing, or green nasal discharge within the last 24 hours, we will ask that you keep your child at home. If a child exhibits any of these symptoms at school, we will call you to come and pick up your child. **If your child is diagnosed with a contagious illness/communicable disease you will require a doctor's note specifying the date your child can return to school prior to returning to school.** If your child is going to be absent, please leave a message at the school stating the illness your child has for your child's teachers to know. Please remember to specify which class time your child attends.

TOILETTING POLICY:

Please note that the Edelweiss policy for entrance in the school is that your child must be able to toilet independently. Teachers do not change pull ups or wipe children. If this is a concern for your child when you receive this notice, please call Margaret at 282-4220 or email waltandmarg@shaw.ca.

CLASS TIMES:

Please remember that classroom doors open at the start of your child's class time. Children are not to be left unattended in the coatroom prior to this time. Teachers come and line up children to start the class but if you are late and they are not there, you will need to bring your child to the classroom door and make contact with the teacher when dropping off your child. Parents are asked to be prompt when picking up their child at the end of class time in their classroom. Late fees (\$20 per incidence) are added to your tuition if necessary. Children do not leave the school without a parent or caregiver over the age of 18. It is the parent/caregiver's responsibility to put children's coats etc. on before leaving. Our external building doors are locked 10 minutes after

classes begin and remain locked throughout class time. They are unlocked 10 minutes before classes are over. There is a doorbell you need to ring if you want to come in during locked times.

LATE FEES:

Based on past history and in order that our teachers can maintain a decent lunch break and adequate time to prepare for the next class, we feel it is necessary to have late fees. There will be a 5 minute “grace period”, however, after that time, a \$20.00 fee will be charged for every 15 minutes after class time. (i.e. 6 – 15 minutes would be \$20.00). This fee will be collected in addition to your tuition and given directly to the teacher(s) who had to stay with the child. We trust that this will not be necessary and that if you know you are going to be late picking up your child, you call another parent from the class to stay with your child until you arrive. Class lists with phone numbers are provided during first week of school. All classroom clocks are synchronized at the school. It may be a good idea to note times on our clocks in order to eliminate any conflicts. We appreciate your co-operation in this area.

CONTACTING THE SCHOOL:

If you need to get in touch with your child’s teacher, please leave your name and phone number on the school answering machine 282-4220. You can also fax the school at 282-3991. Teachers will return calls outside of class times. NO calls will be received by the teachers during class time as they are in classes with the children. Administration can help you during class times.

COATROOM:

Please remember that when other classes are operating, they can hear coatroom and hallway noise. We ask that parents try to keep the coatroom and hallways quiet at all times. By clearing the coatroom after dismissal, we hope to cut down on congestion in the parking lot as well.

PARKING:

Our school is so fortunate to have a nice large parking lot to use! We just ask for a few rules to be followed. Firstly, please park closely together so that there is room for everyone to fit in. We have staggered class times so that if parents leave after the children go in, there is enough space for the next group coming. At the start of school when parents are staying longer to observe their child settling in, the parking lot tends to overflow to the laneway but this lightens up as parents leave sooner once children have settled into drop off routines.

We also ask that no one park in front of or beside the big brown garbage bin in the parking lot. The city of Calgary needs access to that. If it is blocked, we will have to charge the parent or parents the fee that the City will charge the Cambrian Heights Community Association for coming back at an alternative time. Also, please do not park in the NO Parking space or in the loading zone area beside it.

DOGS:

Please remember to secure your dogs at the front of the building (street entrance) and not at the school entrance where parents are dropping off and picking up children.

OBSERVATION WINDOWS:

Please feel free to make use of the observation windows at any time during class hours. We would remind parents that the glass is not sound-proof and we would appreciate it if you could keep your voice level low in order not to disturb the class in progress. We welcome you to observe your child at any time throughout the year.

VOLUNTEERING:

We welcome parents to volunteer at the school. There are volunteer opportunities such as being a classroom parent to help the teachers outside of the classroom (often things that can be done at home); volunteering for special events and field trips, recycling school paper and cardboard; washing/sterilizing toys or other work. If you are interested in being a Classroom Parent, for your child's class email us directly at waltandmarg@shaw.ca or speak to your child's teacher(s) at the Open House or anytime you are available and we will mark you down.



BOOK FAIRS:

Usborne Books will be holding Book fairs at parent/teacher interview times as a fundraiser for the school. We get a selection of free books based on sales received. There will be a book fair held during each Parent/Teacher conference day which are at the end of Sept, Nov and February.

FUNDRAISING:

We are a non-profit school that operates as a Society and we do have fundraisers to help enrich the programs at the school.

Labels

As a way to target the problem of lost belongings and a large lost and found, we are fundraising with **Mabel's Labels**, a company with all types of labels that are colourful, indestructible, easy-to-use and fun! Iron-ons, Stickies, Bag Tags, Allergy Alert labels & more! Personalize your labels with names, nicknames, initials - whatever you choose. Cool icons help even little ones identify their own belongings. Dishwasher, microwave, laundry & kid tested! Dispatched within 24 hours! Go to our customized Mabel's Labels website (www.edelweiss.mabel.ca) to place your order while helping our fundraiser! This fundraiser can be ordered from anytime throughout the year but it is good to get them now so everything is labeled at the start of the year. Edelweiss is not responsible to lost or stolen items at school.

Magazines

The magazine campaign is a great one that we hold in the fall and it is wonderful savings for parents and provides for easy Christmas shopping as well. It is through CCRP. If you have any renewals we would appreciate it if you could save them for our campaign. All special offers are honoured just keep your offer coupon. More information will be in the September newsletter about this.

Mom & Baby Products

We will be holding a fundraiser with www.momandbabyworks.com More info will be in the September newsletter.

Cinnamon Buns

We will hold a Cinnzeo Cinnamon Bun Fundraiser in time for Christmas delivery.

There may be other fundraisers held as well. You are under no obligation to participate in any of them, only if it is something you feel you need. We appreciate it when parents take the order forms to work to see if any coworkers are interested.

ADMINISTRATION & TEACHING STAFF:

The school is operated by Walter & Margaret Reid. Please feel free to approach us anytime. If you cannot come in person, please contact us at 282-4220 or email us at epschool@telus.net. We welcome your feedback at any time. There is also a permanent suggestion box outside the office door for your feedback as well. There is a "Staff" bulletin board in the coatroom where you can read a short biography on each teacher. We will be giving you a complete Parent Handbook when you come to the Open House with detailed information about the school. Each month you will receive an emailed newsletter from us. The September newsletter will have the school dates for the year included in it.

We welcome you and trust that this school year will be a wonderful learning experience for your child!!! See you in September!

Walter & Margaret Reid
Directors

Keeping reading below for Open House & First class dates & times!

EDELWEISS PREPARATORY SCHOOL

**MEET THE TEACHER OPEN HOUSES 2009/2010 SCHOOL YEAR
FOR PARENTS/CAREGIVERS & CHILDREN TOGETHER. WE WILL HAVE A LITTLE MINI-CLASS
TOGETHER AND WILL GIVE YOU YOUR SUPPLIES (SORRY NO WALKING SIBLINGS)**

PRESCHOOL

OPEN HOUSE ON TUESDAY, SEPTEMBER 8TH, 2009

The 8:50 Preschool class will visit from 9:00 – 9:45 a.m.

The 9:00 Preschool class will visit from 10:15 – 11:00 p.m.

The 1:00 Preschool class will visit from 1:00 – 1:45 p.m.

FIRST CLASSES BEGIN ON THURSDAY, SEPTEMBER 10TH (½ class*)

JR. KINDERGARTEN (2 DAY)

OPEN HOUSE ON TUESDAY, SEPTEMBER 8TH, 2009

The 12:50 JrK class will visit from 2:15 – 3:00 p.m.

FIRST CLASS BEGINS ON THURSDAY, SEPTEMBER 10TH (½ class*)

JR. KINDERGARTEN (3 DAY)

OPEN HOUSE ON WEDNESDAY, SEPTEMBER 9TH, 2009

The 8:50 JrK class will visit from 9:00 – 9:45 a.m.

The 9:00 JrK class will visit from 10:15 – 11:00 a.m.

The 12:35 Spanish JrK class will visit from 12:35– 1:25 p.m.

The 12:50 JrK class will visit from 2:00 – 2:45 p.m.

FIRST CLASSES BEGIN ON FRIDAY, SEPTEMBER 11TH (½ class*)

KINDERGARTEN

Kindergarten classes begin without an Open House on

Wednesday, September 8th, 2009

A.M. CLASS at 8:40 until 11:25 a.m.

P.M. CLASS at 12:40 until 3:25 p.m.

*** ½ classes (the 2nd time you come for Preschool or Jr K) are designed to help the children settle in and enjoy a shorter class on their first non-parented class of the school year. We would prefer you to stay and watch at the observation glass windows and not leave until you see your child has settled in. If you think your child may have difficulty separating from you, we ask that you remain close to the school so we can contact you if your child becomes upset. Times for the ½ class are as follows:**

Non-Parented shortened 1st class times

8:50 Preschool:	8:50 – 10:00 a.m. Sept 10th only
9:00 Preschool:	9:00 – 10:10 a.m. Sept 10th only
1:00 Preschool:	1:00 – 2:10 p.m. Sept 10th only
12:50 2 day JK:	12:50 – 2:05 p.m. Sept 10th only
8:50 3 Day JK	8:50 – 10:05 a.m. Sept 11th only
9:00 3 Day JK	9:00 – 10:15 a.m. Sept 11th only
12:35 Spanish JK	12:35 – 1:50 p.m. Sept 11th only
12:50 3 Day JK	12:50 – 2:05 p.m. Sept 11th only

Regular class times resume after these classes.

