

KINDERGARTEN HANDBOOK



OUR LADY OF GOOD COUNSEL SCHOOL
2012/2013

2nd Street Pike
Southampton, PA 18966
(215) 357-1300 ext. 101

Principal: Frank S. Mokriski
August, 2012

WELCOME

We welcome you and your child to our Kindergarten for the current school year. This is a very exciting time for all of us, and we hope that your child's experience at OLG School will be rewarding in the spiritual, academic and social aspects of learning.

Hopefully, this Kindergarten Handbook will answer many of your questions. We want everyone to feel very comfortable about entering school. Remember it should be a very happy and joy-filled time in your child's life. Please make us aware of any special needs your child might have -- be they physical, emotional or social. It is most important that each child experience a sense of security as they leave you to spend time with us.

We look forward to meeting you and working with you in your child's education.

HISTORY



Our Lady of Good Counsel Parish School is a Catholic Elementary School in the Archdiocese of Philadelphia. It is located in Southampton, Pennsylvania in Bucks County. The school was officially opened in 1954 for the first six elementary grades.

In 1988 the Kindergarten became a part of Our Lady of Good Counsel School. In 1989 a Pre-Kindergarten program for 3 and 4 year olds was added. In 1993 a Full day Kindergarten was added to the Early Childhood program. The Kindergarten program presently consists of two combination classes, which include full day and AM half-day children in the same class.

Our Lady of Good Counsel School currently offers Pre-Kindergarten programs for 3 and 4 year olds, full and half-day Kindergarten and grades 1 through 8. The school is staffed by an all lay faculty. The pastor is Rev. Monsignor Anthony D'Angelico and the principal is Mr. Frank S. Mokriski.

PHILOSOPHY

The kindergarten year should be a journey not a race. On this journey children travel at different rates depending on their own development, experiences and needs. Our Lady of Good Counsel School embraces children of every race, culture, and socio-economic background.

Children are unique individuals with academic and spiritual needs. Education assists in developing the total person spiritually, physically, socially and intellectually. Providing a rich variety of activities and experiences will challenge and encourage children to develop at their own pace. An early childhood

environment that is developmentally appropriate will prepare children for the formal academic programs in the grades.

In a warm, caring environment teachers manifest Catholic beliefs and values. Young children are encouraged to develop a positive image of themselves and others as they become more aware of the unconditional love of God.

GOALS



The Kindergarten Program in the Archdiocese of Philadelphia provides opportunities for:

1. growth in awareness of the God's love as experienced in family, parish and community,
2. development of a positive self-image,
3. development of a social-interdependence with adults and peers,
4. experiences which will enable the child to communicate effectively with others,
5. development of those motor skills which will lead to proficiency and coordination in action and movement.

CURRICULUM



Religion	
Communication Skills (Listening, Speaking, Reading, Writing)	
Fine Arts (Music, Art)	
Mathematics	Learning Centers
Science	Computer
Social Studies, Health, Safety	Physical Education

PROGRAM

Our kindergarten is a readiness program following guidelines set by the Archdiocese of Philadelphia. These guidelines are aligned with the National Core Standards. Through our kindergarten program, students are enabled to develop spiritual, social, emotional, physical, and cognitive skills as they participate in developmentally appropriate activities.

Young children learn by doing and so are expected to be physically and mentally active. It is our goal to provide developmentally appropriate activities in a stimulating and challenging environment where children can grow at their own pace.

Materials such as blocks, dramatic play materials, and manipulatives (like puzzles and Legos) encourage experimentation and exploration. Children also develop their mathematical concepts by playing games and solving real problems that develop while block building, measuring, or sorting and classifying objects. Children learn about the natural world as they observe, experiment, and interact with real objects such as plants, water or magnets.

Through the Harcourt Story Town Program, children develop letter recognition, phonemic awareness, and beginning reading skills. The children are also provided with many opportunities to develop language, reading, and writing skills through meaningful experiences such as: listening to stories, taking field trips, dictating stories, and experimenting with writing by using developmental spelling to tell their own stories.

Children have opportunities to appreciate art and music as they sing, dance, paint or use clay. Outdoor activities are provided in order to develop large muscle skills through running, jumping and balancing. Small muscle skills are developed through play activities such as pegboards, puzzles, painting and cutting. Small group play brings an opportunity to develop social skills such as cooperating, helping, negotiating and talking to solve problems.

The kindergarten program provides many opportunities for the children to grow in awareness of God's love. All are encouraged to develop a positive image of themselves and others through our "I AM SPECIAL" program. Stories of God's Love, RCL Benziger K Program, teaches children appropriate Scripture stories that tell them of God's love and connects these stories to the children's lives.

ADMISSION

AGE: A student who is 5 years old by September 1st is eligible for the Kindergarten Program.

REQUIREMENTS:

1. Baptismal certificate
2. Birth certificate
3. Copy of immunization records
4. Administration fee \$135 (non-refundable)

HEALTH AND MEDICAL RECORDS

It is mandated by the State of Pennsylvania that all children entering the Kindergarten present documented proof that the following immunizations have been received:

- Four DT (Diphtheria/Tetanus) doses, including one administered on or after the fourth birthday



- Three doses of Polio vaccine (recommended booster after 4-6 years)
- Three doses of Hepatitis B vaccine
- Two doses of MMR (Measles, Mumps, Rubella)
 - One dose given after twelve months of age
 - One dose given before entrance to school
- Two doses Varivax (Chicken Pox) or documentation of disease

All students are screened yearly under the mandated program as to vision, height and weight; K through 3rd and 7th will also be screened as to hearing. Student physical and dental examinations are required within four months of entry into school.

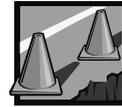
MEDICATIONS

No prescription or home remedy will be administered to any student without a doctor's order. The medication must be in the original container supplied by the physician, practitioners, or pharmacist and delivered at the beginning of the school day, by an adult, to the school nurse or principal. Only a maximum of a 30 day supply of medication should be provided to the school. Tylenol, Benadryl and Gelusil may be dispensed as needed upon parent permission via student emergency card.

SCHEDULE



AM Kindergarten 1/2 day	8:30 am to 11:45 am
Full Day Kindergarten	8:30 am to 3:00 pm



ARRIVAL

The Kindergarten children come directly into their classrooms upon arrival. They will be directed from their buses to the front doors of school. Teachers will be waiting for them in the classroom. Bus riders will arrive at school according to the schedule of each individual bus. Car riders should begin to arrive around 8:15 AM. As children arrive they will be responsible for unpacking and settling with the arrival activities planned by the teacher for that day. By 8:30 AM everyone should be ready for Circle activities to begin.

ATTENDANCE/LATE ARRIVAL

Students who arrive after the scheduled arrival time will be considered tardy and must report to the greeter's desk at the front entrance or the main office for a classroom admission slip.

SAFE ARRIVAL

If your child is going to be absent or arrive late at school please call to let us know. The number to call to report absences or lateness is 215-357-1300 ext. # 286. Please call by 8:30 AM. Any student who has been absent must present a signed, dated note explaining the absence when returning to school.

Volunteer parents check out the messages against the teachers' absentee reports first thing in the morning. If your child's name appears on an attendance report from the homeroom teacher and you have not phoned in to let us know, please expect a call from the school to verify the absence or check on your child's whereabouts.

DISMISSAL

Half-day Kindergarten children are escorted to their buses at 11:45 am. Parents who pick up children may meet their children at the doors outside the school office.

Full Day Kindergarten dismissal follows the regular school schedule. Bus lines are dismissed beginning at 3:00 PM. Car Pick-ups and walkers are dismissed at 2:50 PM. If your child is picked up after 3:15 pm, he/she will be sent to the CARES program with all applicable fees billed to the parent.

If a bus rider will be transported home by car instead of bus, please notify the teacher in writing about the change in schedule.



EARLY DISMISSAL

If on occasion you find the need to pick your child up early from school, please send a note with your child. Meet your child at the school office at the designated time. You will need to sign the Early Dismissal Book at the greeter's desk outside the office to release your child from school. **No early dismissals between 2:30 and 3 PM.**

SCHOOL RECORDS

Any change of address and phone number must be reported to the school immediately so that records may be kept up to date.

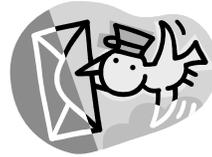
CUSTODY OF CHILDREN

Parents are asked to inform school personnel when custody of the child resides with one parent. It is important for the school to have a copy of the custody decree. This will help school personnel to make effective decisions when the need arises.

PARENT/TEACHER MEETINGS



The first Parent-Teacher Meeting will take place at the Open House held early in the school year. At this time parents will have the opportunity to meet their child's teacher. Regular Parent-Teacher Conferences to discuss your child's progress will be scheduled in December and March. However, please feel free to contact the teacher sooner with any concerns.



SCHOOL NOTICES

A KIT (Keep in Touch) envelope will be sent home weekly.

Information from the school will be going home with your child (examples: monthly newsletters and calendars, PIE (Partners In Education) information, special announcements and activities, hot lunch orders, etc.). This envelope will come home with your child on Fridays and is to be returned the following Monday. Please remove all information and return the envelope to your child's classroom teacher.

Since communication is two way, you may send correspondence by way of the KIT envelope (examples: tuition payments, lunch orders, etc.). Please look for the envelope weekly. Check your child's back-pack for this information.

SCHOOL WEBSITE: Our school web site is www.school.olgc.org. News and school information is updated on a regular basis. School closing and delayed opening information is also posted.

VOLUNTEER AIDES

Our Lady of Good Counsel School truly depends upon the help of many volunteers to maintain the fine academic program that our students enjoy. Any parent or parishioner may volunteer to assist a teacher, to work with small groups of children, assist in the media center and various other odd jobs such as typing and making decorations. We encourage all who have the time to spare, moms, dads and guardians, to volunteer to serve the school community of Our Lady of Good Counsel. If you decide to volunteer, please contact the school office for information on the Volunteer Clearance program. (Deb, not sure if this wording is correct or complete enough.)

FIELD TRIPS

Parents will be notified of all trips to areas outside the immediate school environment. A written permission slip must be signed by the parents or guardians before the child is permitted to attend the class trip. Parents/guardians will cover the costs of transportation and any admission fees. It is our hope that these trips will be a source of enrichment as well as enjoyment for your child. As per our Tuition Policy and Procedures, all tuition balances must be paid in full in order for the student to participate in field trips.

SNACK



A daily snack will be provided for your child. Your child will get a juice drink or water and something to eat such as crackers, pretzels, fruit, or vegetables. Occasionally the children will cook or prepare a snack.

PLEASE LET US KNOW IF YOUR CHILD HAS ANY FOOD ALLERGIES OR IS NOT ALLOWED TO EAT CERTAIN FOODS.

LUNCH

Full day Kindergarten students may bring a lunch, a drink and a washcloth/placemat to school daily in a lunchbox. Kindergartners may participate in the school hot lunch program.

Information, directions and order forms for the lunch program are found in the KIT envelope. The student's room number must be written on the lunch order envelope.

SCHOOL SUPPLIES

We ask each of you to purchase a sturdy pocket folder, a marble notebook, and a FULL SIZE school bag to carry important papers and art projects. A cover up will be needed for art class (a large t-shirt will do). You will not need to supply pencils, crayons, glue, scissors or paints, as they are provided in the classroom. Rest mats are provided for Full Day Kindergarten children.



IDENTIFICATION

For everyone's convenience, please label all personal belongings with your child's name.

CLOTHING

Comfortable PLAY CLOTHES are recommended. The children will be involved in art activities as well as games and stories where it may be necessary for them to sit on the floor. Sturdy shoes that insure safety on outdoor play equipment

are also strongly recommended. The school gym uniform may be purchased as an option to play clothes. The gym uniform may be worn daily as well as on gym day. Sneakers are required for gym class.

BUS TRANSPORTATION

Transportation assignments are provided by local school districts, which are mailed directly to parents by late August or listed on the school district's website.

Students may not for any reason interchange buses of different school districts. The school districts will not allow students riding buses other than their own district bus for safety reasons.

DELAYED OPENING

If school opens 2 hours late, **Half-day Kindergarten will be cancelled.** Full day Kindergarten will be in session 10:30 am to 3 pm.

SCHOOL CLOSING

QUESTION: During and/or after a snowfall, what decisions might be made by school authorities and how do they arrive at these decisions?

ANSWER: In the event of snow, Centennial School District notifies us that their schools are closed and will not provide transportation to OLGC. Since Centennial buses 95% of our students, we then make the decision to close our school. We will notify you through our SchoolReach Notification System and update our website at www.school.olgc.org. Or you may call our voice announcement mailbox to inform you if our school will be open or closed due to inclement weather. To get this information, do the following:

Call 357-1300... When you hear the parish greeting begin,
"Thank you for calling..." Enter **165**.

If the public school district in which you reside and is responsible for busing your children to our school is closed and OLGC is open, there will be no transportation for your child to our school. For example, if your child rides Council Rock buses and #756 is announced as closed, then your child would not have transportation to OLGC. If your public school district opens 1 hour late and OLGC is open, then your bus schedule will be delayed 1 hour. If the bus fails to arrive on time, students should not return home, but wait at least 30 minutes.

Closing Numbers: Our Lady of Good Counsel ... 765
Centennial ... 753
Council Rock ... 756
Lower Moreland ... 318
Neshaminy ... 752
Upper Moreland ... 310



QUESTION: What will happen if it snows while pupils are in school?

ANSWER: If weather reports indicate that snow is expected to continue and hinder transportation, it is likely that schools will be dismissed early. This decision for OLGC students is made by Centennial School Transportation since they bus 95% of our students. Once this decision is made, obtaining a sufficient number of drivers for the school buses becomes a problem for the school districts, since most drivers have other non-school positions while classes are in session. The speed with which pupils can be taken home will be dependent upon the supply of available drivers as well as road conditions.

IN THE EVENT OF AN EARLY DISMISSAL AND YOU ARE NOT AT HOME, YOUR CHILD SHOULD KNOW AT LEAST ONE ALTERNATE PLACE TO GO, CLOSE TO HOME, AS CHILDREN WILL NOT BE PERMITTED TO RIDE DIFFERENT BUSES. WHEN CENTENNIAL CLOSES EARLY, THE HALF-DAY KINDERGARTEN IS PICKED UP AT 11:00 INSTEAD OF 11:45.

We will notify you using the SchoolReach Notification System and website. Information will also be placed on the school closing mailbox, 357-1300, extension number 165 and at www.school.olgc.org.

CARES Program - Before and After School Child Care

PHILOSOPHY: The CARES Program offers love, security, friendship, respect and a safe environment. The CARES Program will provide indoor and outdoor activities, vigorous play, and a quiet study time. The CARES Program will also provide snacks and juice daily.

HOURS/FEEES (Registration and registration fee required):

AM Hours:	7:00 AM – 8:30 AM
AM Fee:	\$6.00 per day (1 st child) \$9.00 per day (2 children) \$12.00 per day (3 or more children)
PM Hours:	3:00 PM – 6:00 PM
PM Fees:	\$6.00 per hour (1 st child) \$9.00 per hour (2 children) \$12.00 per hour (3 or more children)
	\$15.00 per day (1 st child) \$20.00 per day (2 children) \$30.00 per day (3 or more children)
AM and PM	\$20.00 per day (1 st child) \$30.00 per day (2 children) \$40.00 per day (3 or more children)

