



Parent Handbook

<https://www.stgeorgegreekpreschool.org/>

7701 Bradley Boulevard
Bethesda, Maryland 20817

About Our School

Mission Statement

The St. George Greek Preschool was established to provide an environment where children can grow and develop, intellectually, emotionally, spiritually and physically, while being immersed in the Greek language.

Goals

The main goals of the school are to stimulate the students' Greek language development, to encourage their conversational communication skills in Greek and to offer children an introduction to religious beliefs of the Greek Orthodox church and Greek culture.

School Description

Our school encompasses a Greek immersion preschool and an English language full day Kindergarten. Our school operates from 8:30am-5:30pm.

The Preschool is a Greek Immersion program for children 2 to 5 years and is open Mon-Fri from 9:30am-3:30pm. Before care from 8:30-9:30 and aftercare from 3:30-5:30 is also available. Half Day, 2 and 3 days/week classes and half day English Kindergarten Prep class also offered. School is in session from September through June.

To enroll at St. George Greek Preschool, students must be 24 months by September 1st of the new school year.

Each class is taught by an early childhood experienced Greek speaking teacher. Every week, a different subject is the focus of the classroom. The children engage in various hands-on activities designed to introduce them to the current learning objectives.

Kindergarten

We recently expanded our program to add Kindergarten.

Kindergarten Information

- Hours: 9:30am – 3:30pm. Before/After care options available (from 8:30am to 5:30 pm)
- Small class size, attention given to each student
- Experienced and certified English kindergarten teacher
- Kindergarten will follow the Saint George Preschool calendar
- 45-minute daily Greek language class to keep the students connected and to continue exercising their multilingual skills
- Specials include Greek language, Religion, Art, Music and PE
- Students must be 5 yrs. old by Sept 1st to enroll

Classroom Logistics

School Hours

It is important for your child to arrive on time and to be picked up promptly. Children who frequently arrive late may have trouble joining the group; those left at the end of the day may become anxious. Parents that are late picking up their child will be asked to sign a Pick-Up Log. **There is a \$5 late fee for every five minutes that a parent is late (starting 5 minutes after the arranged pick up time) and will be reflected on your invoice.** The Preschool Board will contact the parents if they are more than 3 times late to pick up their child. As a courtesy, please **email and text the teacher** if your child cannot attend class.

Tuition Payments Tuition is paid monthly. Please note that there will be a \$50.00 late fee for each week that tuition payment is late. This will be added to the invoice.

Drop-Off

Parents must park in the parking lot and walk their child to the main entrance of the school. For safety reasons and to avoid congestion parents are not allowed to park in the loop from 9:20-9:40am. Director and/or teacher will greet the student and take him/her into the classroom.

Pick-Up

Parents must park in the parking lot and walk up to the main entrance to pick up their child. For safety reasons and to avoid congestion parents are not allowed to park in the loop from 3:20-3:40pm. Director and Teachers will not release students to anyone other than individuals listed on the Parent/Child Reunification Authorization form.

Separation from Parents

Separation anxiety is expected and is a healthy behavior for children. Although it is uncomfortable to the observer, parents should allow the teacher and assistant to handle the situation. We are committed to making the separation from your child as easy and comfortable as possible. The first month will be a period of adjustment.

Clothing

- Child's name should be on each article of clothing, including jackets.
- Children should wear washable play clothes that they can manage themselves.
- A change of clothes (shirt, pants, socks, shoes, undershirt/ underwear) should be sent with the child on a daily basis in a plastic bag with the child's name.
- Hooks should be put on sweaters and coats so children can hang them in their cubbies unassisted.
- Children play outside daily (except in severe weather). Please have them dress appropriately. This includes boots and mittens for snow.

Diapers and Potty Training

Diapers, wipes, and diaper cream (if necessary) should be sent with the child on a daily basis. Children entering the 2 year old do not need to be potty trained. Children in the 3, 4, and 5 year old classes are expected to be toilet trained.

Health Information

Illness

If your child is not well enough to participate in all school day activities including outdoor play, s/he should not attend school. Parents may not send their children to school with a fever, cough, sore throat, undiagnosed rash, diarrhea, congestion, non-clear runny nose, or other symptom of illness. In addition, children should be free from fever, vomiting, and diarrhea for 24 hours before sending them back to school.

Should your child contract any communicable condition such as Pink Eye, Strep, German Measles, Mumps, Chicken Pox, Impetigo, Lice, Pinworms, etc. parents are required to contact the child's teacher immediately. Any necessary warnings will be communicated to parents via email, and it is the responsibility of the parent to check regularly for such notices.

If your child is on ANY MEDICATION, the classroom teacher should be informed. Sedatives, antihistamines and cough medicines can cause behavior changes; the teacher should therefore be made aware of the situation.

Should a child become ill while at school (fever, vomiting, diarrhea, rash, or discolored mucus that accompanies other symptoms), the staff will contact the parents for immediate pick-up. If parents are unavailable, emergency contacts will be notified.

In case of minor injury or accident, the staff will administer basic first aid. All injuries or illnesses not requiring immediate parental notification will be documented and reported to parents when the child is picked up at the end of the day.

In case of medical injury or illness requiring immediate professional care (emergency), the staff will call 911. As appropriate, the staff will administer CPR or first aid measures. The signed preschool Registration Form is consent for us to act on behalf of parents. Parents will be notified immediately. If parents are unavailable, those individuals designated as emergency phone contacts will be notified.

The teachers are trained in pediatric CPR and First Aid.

Allergies

If your child is ALLERGIC to any foods, plants, animals, or anything else, please make sure that the director, the teacher and the assistant are fully aware of this sensitivity and indicate this on your child's registration form as well.

If a child previously prescribed an EpiPen is exposed to an allergen, without waiting for symptoms, the EpiPen is administered by the teacher. The school calls 911; then the parents are called. The child is taken by ambulance to the nearest hospital. Please note that the school does not supply EpiPen.

Nutrition Information

Snacks and Good Nutrition

Children must bring their own healthy snack and drink to school each day. Below is a list of guidelines.

- No nuts.
- Snacks should be brought in a bag that children can handle and open on their own.
- Snack must be small enough to eat quickly (snack time is 15 minutes long).
- Snack should be something the child wants to eat.
- Good examples of small snacks include: banana, one string cheese, individual serving of applesauce, small portion of **sliced fruit or vegetables**.
- Please put the child's name in the snack box or any bottles s/he brings.

Please make sure you are aware of any food allergies or sensitivities that a child in your classroom may have. **St. George Greek Preschool is a tree-nut- and peanut-free school.**

Lunch

Children who stay for Lunch should bring lunch from home. Please label the items you want your child to have for snack and lunch, or pack 2 separate bags.

Behavior Policy

Overall

A great deal of planning takes place to ensure that we have a stimulating, safe and age-appropriate environment in each of our classrooms. This alone alleviates many discipline problems.

At St. George Greek Preschool we feel that our goal is to help guide a young child toward self-control, while maintaining a safe environment for all. This takes a great deal of time and patience. We feel that much of a child's uncooperative behavior is due to the fact that the child has not matured to the point where he can fully understand or meet the demands we are placing upon him. Discipline at our school will be tailored to the child and the situation. Many techniques such as redirecting, prompting, planned ignoring, modeling and reinforcing appropriate behaviors are incorporated to encourage appropriate behaviors. Our goal is to set limits and still allow the children to feel positive about and learn to self-regulate.

In some situations, a child may need to take a break from the classroom environment, in order to ensure a safe and productive learning environment for themselves and others. This may include, for example, a few quiet moments in a location within the classroom.

Addressing Behavior

At times, the teacher may have concerns about a child's behavior that needs to be addressed in cooperation with the child's parents in order to set consistent behavioral goals for the child. The teacher and parent together may put in place strategies to help the child with classroom behavior.

St. George Greek Preschool has a strict "3 strikes" policy regarding biting. Here is our policy for handling a biting incident:

1. *First-Time Bite-*

- The child is immediately removed from class and not allowed to return to play and is talked to on a level that he/she can understand, and then redirected.
- The bitten child is consoled, and the bitten area is washed with soap and warm water. If necessary, ice is applied to reduce any swelling or bruising.
- The teacher will call the parents of all children involved immediately.
- We look into the context of any biting incident and work with each child on resolving conflict or frustration in an appropriate manner.
- We make special efforts to protect from future incidents by adapting the environment and working with parents to reduce any child stress.

2. *Second Bite-*

- The child is immediately removed from the group and the parents are called to pick up the child from school.
- The child will receive a one-week suspension from school.
- We will request a meeting with the parents to discuss the child's behavior and reiterate our "3 strikes" biting policy.

3. *Third Bite-*

- The child is immediately removed from the group and the parents are called to pick up the child from school.
- We request that the parents withdraw their child from the school.

Inclement Weather Policy

Inclement Weather

St. George Greek Preschool inclement weather policy is as follows:

- You will receive an email by our director K. Fani Papalamprou, by 6:30 a.m.
- When MCPS has a delayed opening, the Preschool will open at 10:00 a.m.
- When MCPS has early dismissal, the Preschool will be dismissed at 12 p.m.

MCPS closings are announced on the county [website](#) and local radio and television stations. It is the parent's responsibility to be aware of closings/cancellations.

Snow days will not be made up.

School & Home Communication

Because parents are an integral part of our school, frequent, open communication is critical for smooth functioning. The teachers send a weekly report with information on what was covered at school and any information on events. The preschool director also sends email announcements of upcoming events. The preschool board members are available at any time for questions, concerns, or comments. Please try to direct specific concerns about your child to the teacher before or after the school day. In the event of an emergency during school hours, please contact the Preschool office of St. George at 202-817-8778 or the director, Fani Papalamprou, at 301-346-4110.

Child's Work

Your child's artwork and other reminders are placed in your child's bag. Be sure to check your child's backpack at the end of each day.

Curriculum Updates

Emails are sent to parents outlining what was covered in class so that parents can continue reinforcing these topics at home with their children.

Toys from Home

Except for toys that are needed in the very early opening days of school to help ease your child's transition from home to school, we ask that you leave your child's toys at home or in the car.

Special Events & Activities

The St. George Greek Preschool offers many special events and activities throughout the year. These are designed to enhance the curriculum and offer opportunities to participate in expressive and enriching programs.

Special Celebrations

Special days include the Christmas Celebration, Apokriatiko party, Greek Independence Day, End of the Year program/Graduation.

Name day celebrations or birthdays are held throughout the school year. Parents are welcome to bring special treats for the class. Please remember to include enough treats for the whole class. Our school is a tree-nut- and peanut-free school. Please notify the teacher at least a week in advance so that there is no conflict.

Parent Involvement/Volunteer

Please speak to Kyria Fani if you want to get involved in the classroom activities. How parents can get involved in the classroom:

- Share Career or Hobby/Special Talent
Career - doctor, nurse, veterinarian, firefighter, etc.
Hobby/talent - carpentry, sewing, arts, pottery, cooking, music, etc.
- Share family traditions, culture or customs
cooking, storytelling, music, celebrations, etc.

- Help organize one of the following events:
 - o Christmas Program
 - o New Year's Celebration – bring New Year's Bread (Βασιλόπιτα)
 - o Apokriatiko Party (Αποκριάτικο Πάρτυ)
 - o Clean Monday –Καθαρά Δευτέρα (νηστήσιμα φαγητά)
 - o 25th of March – Greek Independence Day Program
 - o Easter – Πάσχα
 - o End of the year Celebration

Supplies

At the beginning of the year, we will be asking for donations - for example sanitizer, wipes, arts and crafts, etc. Each teacher may also email a Wish List for her class. Any support will be greatly appreciated throughout the year.

St. George Greek Preschool Board

<u>President:</u>	Christina Chaconas
<u>Registration:</u>	Fani Papalamprou
<u>Treasurer:</u>	Fani Papalamprou
<u>Board Members</u>	Christina Chaconas Healy, Evonne Marinakis, Anastasia Sissamis,
<u>Parish Council Liaison:</u>	Georgia Averinos, Maria Marshall
<u>Spiritual Advisor:</u>	Reverend Father Dimitrios J. Antokas
<u>Preschool Director:</u>	Fani Papalamprou