



"The perfect place to imagine, explore and learn in an Arts Based Preschool program designed for children ages 3, 4 and 5 years!"

**Parent Information Handbook
2017-2018**

DanceCo's
Happy Heart Playschool
9030 McKenney Ave
780.460.1899

Philosophy

Our aim is to inspire a desire to learn, and to continue to facilitate the development of each child's unique abilities in a loving and creative environment. We believe that preschool children should have ample time to imagine, play and explore the world around them. Learning through movement, song, drama and creating are not only beneficial to the early development and growth of children, but it is fun!

The children are a part of a program, which fosters their physical, intellectual, emotional and social development

Welcome to Happy Heart Playschool!

Program Outline

This program will expose children to arts and academics in a relaxed environment. Our classroom routine will incorporate a discussion about the calendar and weather, story time and center time, with a strong emphasis on learning through play and the arts. Increased classroom structure and expectations will increase as children move through the program.

Classes Offered

Monday, Wednesday & Friday AM	9:30-11:30 a.m.	Marianne Proft
Monday, Wednesday & Friday PM	12:45-2:45 p.m.	Marianne Proft
Tuesday & Thursday AM	9:30-11:30 a.m.	Marianne Proft
Tuesday & Thursday PM	12:45-2:45 p.m.	Marianne Proft

Session Date for 2017-2018

Session 1 September 18 - December 1, 2017

Session 2 January 8 - March 23, 2018

Session 3 April 3 - June 15, 2018

Session 1 must be 3 years of age by October 31, 2017

Session 2 and 3 must be 3 years of age by December 31, 2017

Schedule for 2017 - 2018 School Year

We will follow the Greater St. Albert Catholic Regional District's calendar:

September 18 or 19, 2017	Classes Commence (Session 1)
October 9, 2017	Thanksgiving Day (No School)
October 30 or 31, 2017	Halloween Party
Nov 30 or Dec 1 2017	Christmas Party (Last Day of classes - Session 1)
December 4 - January 5, 2018	Christmas Break
January 8 or 9, 2018	Classes Commence (Session 2)
February 8 & 9, 2018	Teacher's Convention (No School)
February 19, 2018	Family Day (No School)
March 22 or 23, 2018	Last day of classes (Session 2)
April 3 or 4, 2018	Classes Commence (Session 3)
May 21, 2018	Victoria Day (No School)
June 8, 9, 10, or 11, 2018	RECITAL: at the Arden Theatre
June 14 or 15, 2018	Last day of Classes (Session 3)

Daily Routine

Our classroom routine begins with free play, welcome songs and special helper introductions. The classroom whiteboard is used to include a morning message as well as teach children phonetics and the beginning steps to reading through decoding words. We also incorporate a discussion about the calendar and weather with emphasis on sharing, speaking and taking turns as the special helper leads us through these activities. Both story time and art time relate to our theme, and finally, snack and arts based movement will culminate our day.

Communication

Communication between parents and Happy Heart staff is very important. We encourage parents to let us know of any changes in a child's daily life. Please let staff know of any concerns you or your child may have.

You may email me at any time at [**Marianne.p@danceco.net**](mailto:Marianne.p@danceco.net).

Calendars

An outline of each session will be provided. As well, a monthly calendar with themes, special helper days and important events will be posted at school as well as emailed to parents.

Safety

Parents/guardians must be in control of their children during arrivals and departures. During departures, children are not to leave the preschool until their parent/guardian leaves as well. Children are not permitted to go outside unattended.

Student Health and Illness

Please inform us of any allergies and medical conditions, prior to the beginning of the school year, or during the year, should your child's health change. We ask that you also email marianne.p@danceco.net or inform your teacher if your child will be absent.

Housekeeping Items

- Please leave outdoor footwear on the shelves in the front foyer of the studio.
- Please bring your child's snack as well as clean indoor shoes to put on at the studio. Please also leave an extra change of underwear and pants (to stay in the backpack in case needed).
- Each child will have a coat hook for his/her backpack and coat.
- Please bring a t-shirt to leave at school (adult small) as a paint shirt. I will collect all of these when they arrive and keep them in our room.
- Please take your child to the washroom prior to class starting.

Movement / Creative Movements

Movement will be an integral part of the preschool class. Like all of the other visual and performing arts it will be integrated into our thematic units!

Requirements: What to Wear?

There is no need to purchase special dance attire as the children can wear 'danceable' clothes (**Girls**- t-shirts, leggings, dance pants etc. **Boys**- sweat pants and t-shirts). However, many of the girls love to wear their own dance bodysuits and tights to class. If the girls are wearing tights they must wear pink ballet slippers on their feet (safety). **Girls may dance** bare foot or in pink ballet slippers. **Boys may dance** bare foot or black ballet shoes.

Costume Requirements

All students in Session 3 will participate in the year-end RECITAL, girls will need pink ballet slippers and boys will be required to wear black ballet slippers. Costumes will be purchased in retail stores or through one of DanceCo's costume suppliers. A costume deposit of \$50.00 is required at the start of the session and a minimal additional balance may be due on the costume when it arrives.

Snacks

Please send a nutritional snack daily for your child. All snacks must be peanut/nut free.

Special Helper Days

On this day they may wear their favorite outfit, bring a favorite toy or book to share with the class. Children will be encouraged to share their creations and ideas during center time as well; this will be one of many opportunities to share with classmates. This is a SPECIAL DAY for the children, and they are always very excited to be the special helper!

If it is your child's birthday, your child will be the special helper and we welcome cupcakes or a birthday treat for the class as long as they are purchased and in original packing.

Classroom Parties

On special days: i.e. Halloween and Christmas Party a sign up list will be at school so that everyone can contribute 1 item toward our class party.

Arts Enrichment/ Field Trip Program Fee

There will be an Arts Enrichment/Program fee required to cover both in-school and out of school field trips throughout the year. We are thrilled to provide such high quality instruction and programming to your children. We have developed great connections with many artists and performers that are able to share their expertise with our students. The fee for these trips and guests is \$30/session.

Picture Days

Individual and class photos will be taken in the Fall. We will be taking dance photos in our year end costume in May.