

FIRST SCHOOL

NURTURING OUR COMMUNITY'S CHILDREN



by Shannon
age 4 1/2

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First School

Thank you for your interest. We serve the community by guiding and supporting children as they discover, create, work and play together. In so doing, we kindly and lovingly promote dignity and respect for all while aiding the development of the whole child: social, mental, emotional, physical and spiritual. Our program is inclusive and culturally diverse.

Attendance is limited to fifteen children, which gives a choice of friends who get to know and understand one another well. The ages are mixed (2 1/2 to 6 yrs) so that the children can help or set examples for one another. Thus they all gain feelings of accomplishment, generosity, appreciation, self-esteem and competence.

Our cheerful setting is an appropriate size for our group, affording the opportunity for the children to create their own spaces within it, yet no one feels overwhelmed or out of contact with a teacher when needed. The layout of the room promotes a stress-free, fun-filled environment.

The children have a wide variety of activities and materials with which to set the foundations for future skills. What a joy to hear them exult "I did it!" Our program helps children coordinate their senses, bodies and minds. We encourage children's self-direction while they maintain agreeable behavior with others.

Behavior Management

When conflicts occur, children are taught to tell each other their ideas for solving the problem until they agree on one. No hurt

Teacher Katherine Putral has worked as a teacher for many years and holds an ECE degree from Foothill College. She loves to see the kids soaking in knowledge.

Teacher Ruthie Waters has a Masters in Education. She worked for preschools when her children were younger. She loves children and brings much creativity to our program.

Teacher Petra Fraties attends San Francisco State. She is working toward her degree in Child and Adolescent Development with an emphasis in Young Children and Families. She will complete her program in December 2005

Community Care Licensing
License No. 430710039
Department of Social Services
11 North Market, Suite 300
San Jose, CA 95113

dren may return to school after 24 hours without symptoms.

Healthy snacks, milk and water are provided by First School. No candy, please. Children bring their own lunches. Please make lunches easy for the children to open so that they can gain a feeling of competence. Snacks include at least two basic food groups and are served mid-morning and mid-afternoon.

Please leave a change of clothing and a sweater, sweatshirt or jacket at First School. We welcome children having a choice in what they wear as long as it is appropriate for the weather, for active play and is easy for the child to manage. Children who stay for nap time often rest better and are most comfortable with their own bedding; therefore, please provide a small blanket for your child. Mats and sheets provided by First School.

Parent Participation

Parent participation is welcomed. Possible choices include gardening, repairing, laundering, donating materials, presenting or participating in activities or programs and serving on First School's Board of Directors.

Staff

Director/Head Teacher Michelle Noke graduated from CSU, Fresno with a B.A. in Psychology and has a Masters of Arts in Counseling Psychology/Pupil Personnel Service Credential (PPS) from National University. She has worked as a teacher and counselor with children aged infant to high school. Her educational background and professional experience have given her the opportunity to work with children and families in a variety of settings.

ing is allowed, neither by actions nor by words. Looking and listening to one another is stressed. Inappropriate behavior is clearly explained and positive behavior is reinforced. A related consequence is clearly stated when necessary. The consequence generally involves changing the child's activity and/or location. No corporal punishment is permitted.

Fire/Disaster Plan

After taking cover under tables until an earthquake subsides, or in case of fire at the sound of the alarm, a teacher will lead the children out the Byron Street door, through the yard and into the farthest corner of the parking lot. The Director, after checking bathrooms and telephoning 911 (if possible), will join the others with the attendance sheet to take roll. All will remain in the parking lot until the Director determines it is safe to return to the building.

The teachers are first aid and CPR certified and have first aid equipment. We have a three day food supply on site. Our windows are coated with 4 mil safety film. In an emergency situation, rather than tie up telephones or roads trying to reach First School, parents should listen to community reports on the radio.

Daily Schedule

7:45am	Activity Centers / Small Group
9:50am	Cleanup / Restroom
10:00am	Calendar Time / Large Group Activity
10:30am	Snack
11:00am	Outside Play
12:00pm	Circle Time / Restroom

- 12:30pm** Lunch
- 1:15pm** Quiet Time / Nap
- 3:00pm** Snack / Restroom
- 3:30pm** Stories / Outside Play
- 4:00pm** Closed

Monthly Tuition

Hours of Attendance	Days Attended Per Week			
	2 Days	3 Days	4 Days	5 Days
7:45am - 1:15pm	\$260	\$375	\$475	\$570
7:45am - 4:00pm	\$375	\$530	\$675	\$805

Payment is due in advance. The last two weeks of tuition is due with the first monthly payment. Drop-in hours are available for enrolled families for an additional fee. The drop in service is subject to availability. The fee for departure after scheduled pick-up (1:15pm or 4:00 p.m.) is \$1 for each minute.

Enrollment Policy

First School accepts children ages 2 1/2 through 6 who can completely manage the toilet themselves, are developmentally ready, and in the following order of priority for enrollment:

- Children of FUMCPA members
- Siblings of already enrolled children
- Children registered full-time/alumni
- Date of application

We do not discriminate because of race, color, religion, nationality or ethnicity. Children with special needs are accommo

dated whenever possible.

Procedure

Applications are accepted within one year of enrollment. Space may be reserved with a non-refundable payment of two weeks tuition. Before acceptance into First School, families must bring the child for a visit by appointment, show proof of age of the child and complete the following forms:

- Application w/ \$25.00 fee
- Admission Agreement
- Health Information
- Physician's Report with record of required immunizations
- Emergency Information
- Personal Rights/Parent's Rights

Health

Prescription medication is given only from the original container in accordance with the label directions as prescribed by the child's physician. Medication must have current date and child's name and be accompanied by signed and dated parental permission. Non-prescription medication (including but not exclusive to: aspirin, cough drops, vitamin/mineral supplements, antibiotic ointments) is given only in accordance with product label directions along with parent written authorization and instructions.

Please notify us if your child is going to be absent (especially if it is due to a contagious illness). Children not well enough to participate in First School activities should stay home, as should those with fever, diarrhea or virulent congestion. Chil