

SCHOOL SONG

“MY SCHOOL IS BUILDING BLOCKS”

*My school is Building Blocks,
Building Blocks, Building Blocks
The name of my school is Building Blocks,*

Building, Building Blocks

**WE LOOK FORWARD TO SEEING YOU
AND HAVING YOUR CHILD AT BUILDING BLOCKS!**

BUILDING BLOCKS PRE-SCHOOL HANDBOOK

(LOGO)

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The next term starts April 1, 2008

The Christmas term starts September 9, 2008

INTRODUCTION

The Building Blocks Pre-school is an independent, private, non-governmental school, funded entirely by the school fees and fund-raising events. Through its curricular and extra-curricular activities, the school provides quality early childhood education, fully preparing children for preparatory school. Students aged 18 months to 4 years old are educated at Building Blocks in Grades K1 (toddlers), K1, K2 and K3. Building Blocks Preschool is recognized by The Ministry of Education and Youth. The School Principal is Ms. Jodie Williams. All Teachers are fully qualified with Pre-school Teaching Certificates from local teacher training institutions.

MISSION STATEMENT

Our mission at Building Blocks is to provide a positive first experience at school, which will set the tone for all future learning. To this end we have an art-based programme that focuses on the children's interests and incorporates learning through play. We always try our best to provide a safe, loving and happy environment for your child, to foster his/her spiritual, intellectual, socio-emotional, moral, cultural and physical well-being.

The school motto is: "Learning through play"

FACILITIES

Building Blocks has three well stocked play areas: the Playground, a Toy Room, and the Verandah. In addition, the school has an Animal Pen housing Rabbits, Guinea Pigs and Turtles; and as of January 2007, an Aviary of birds. We have a well stocked kitchen where a hot lunch is prepared daily for children on the lunch programme.

SECURITY

The school has the Hawkeye panic alarm system, and there is a guard on duty at school from 7am to 1pm daily, with other school personnel assuming security duties from 1pm to 6pm daily. The school gates are kept closed from 9am – 12noon.

SAFETY MEASURES

We endeavor to protect your child from danger in and out of the classroom, hence our school rules. **Parents must drive with extreme caution while on the school premises; slow down and drive with care.** We have Safety Week each term, during which, fire and earthquake drills are conducted, for all classes. We also have fully functioning safety equipment on the property.

CLASS PARTIES

Traditionally, all grades have (1) a Christmas party; (2) a party for Child's month, on the last day of May; (3) an end of school year party in June; and (4) an end of summer school party. Classroom teachers send home information regarding these events, with requests for donations of food, drinks or cash to facilitate your child's party.

BIRTHDAY PARTIES

Birthdays are very special in the lives of young children. It is also a way to teach the concepts of time and growth in your child. You may have your child's birthday party at school during school hours – from 10:30 – 11:30am, preferably on a Friday. Discuss the party plans with the Principal and your child's teacher ahead of time. The parties could consist of whatever the parents wish, ranging from simply bringing a birthday cake for the class to share, to bringing cake, ice cream, plates, forks, napkins, table cloths, decorations, chips, candies, music and loot bags, or even having a bounce-about on the playfield, etc. Our Teachers will assist in making your child's party a fun event. The premises could also be rented for birthday parties on Saturdays (cost: Building Blocks parents \$10,000 and others \$15,000). The caretaker would be available to help with the setting up and clearing up after the party.

REGISTRATION AND ADMISSION

Space is limited, so we suggest you register your child early.
 To register your child at Building Blocks, you need to return completed registration form along with a copy of your child's Health Immunization Card.
 Children attending building blocks pre-school are between the ages of 18 months to 4 years

SCHOOL FEES

The school fee is as follows:

Full Time Students	\$56,000. per term
Part Time Students (up to 3 days per week)	\$52,000. per term
Lunch Programme (optional) Full Time	\$7,000. per term
Lunch Programme (optional) Part-Time	\$ 4,500. per term

LUNCH MENU FOR BUILDING BLOCKS

Our kitchen staff prepares a nutritious and balanced hot daily meal. While the actual meals remain the same, the order in which they are served is subject to change. Grace is said by all children prior to lunch.

Course	Monday	Tuesday	Wednesday	Thursday	Friday
Main Meal	Chicken sausage cooked down in corn and carrot served white rice	Baked chicken served with Festival or Rice and peas or Mashed potatoes and mixed vegetable	Chicken soup	Macaroni and Chicken Mince or Macaroni and cheese	Chicken Fried Rice or Stewed Chicken and White Rice
Dessert	Fruit (Banana or Watermelon)	Cake	Crackers and Cheese or Jam sandwiches	Jell-O	Fruit (Apples or Grapes)
Juice	Lemonade	Fruit punch	???	Tropical Juice	Raspberry Drink

Report cards are issued to assess and monitor the progress of your child in academic and self-development areas, at the end of the Christmas term and the end of the school year, in June.

PARENTS NIGHT

The school hosts Parents Night once per term, where Parents, Teachers and the school administration meet to discuss plans and preparations for upcoming events. Parents get updates on issues and have an opportunity to make suggestions and comments on these issues or offer new ideas to benefit the school and the children. On this night, Parents also have a general meeting with your child's teacher, with an opportunity for a one-on-one meeting as well.

GRADUATION

This is held at the end of June annually, for children in K3 only. Only graduates going on to Prep School and their families go to the Graduation ceremony. For graduation, girls are to wear pretty dresses, and boys are to wear long pants and a nice shirt.

FIELD TRIPS

Children in K3 periodically go on field trips to places of interest. Trips are an integral part of the K3 curriculum. Detailed plans for the trips, cost and parental permission slips will be sent home well in advance. Every student is required to return the permission slip signed by the parent/guardian to be allowed on a trip. We limit the number of parents that can go on the field trip and children are not permitted to travel in parents vehicles to the field trip destination. Please let us know if you have an interesting business or place of interest and would like to host the children for a field trip.

HEALTH RULES

Parents are asked to provide the office with immunization certificates for the school's records and any updates as they become available. Children who attend school must be well enough to participate fully in all aspects of school life. In order to maintain a healthy and sick-free environment for both children and staff, parents are requested to keep sick children home.

We should be informed about any health condition which may require emergency treatment. In the case of children with asthma or allergies, Staff members are willing to administer medicines, provided medication comes with detailed written instructions indicating amount and time that the medicine is to be given and signed permission of parents.

If your child develops a contagious condition and needs cold or cough medication, he/she should not be in school.

Children with the following symptoms should NOT be at school:

- A green or yellow runny nose
- Fever
- Diarrhea,
- Vomiting or an upset stomach,
- Unexplained rashes

We will notify you immediately if your child becomes ill during the day and you should make arrangements to have the child picked up as soon as possible.

CLASS STRUCTURE

There are four classes at Building Blocks. Each class has a teacher and at least two Teacher's Assistants. The children are divided into age groups according to their age in September. Class structure is as follows:

K1 (Toddlers) – for children under 2 years old – Aunty Christy-Anne

K1 – for children 2 to 2 ½ years old – Aunty Sonia

K2 – for children 2 ½ to 3 years old – Aunty Michele

K3 – for children 3+ years – Aunty Jodie & Aunty Kanna

CURRICULUM

The curriculum at Building Blocks is in keeping with the directives of the Ministry of Education and Youth. The groups each have their own objectives, but basic concepts such as colours, shapes, numbers and numeracy, and letters and sounds, as well as, nature studies and social studies are taught. Movement, Sports, Spanish and Sign Language are taught weekly to all groups. In addition, the school places high importance on the development of a child's communication and interaction skills – learning to share and express themselves in a coherent, polite manner, showing respect for the boundaries, rights and feelings of others are also taught during school.

In addition, each class has one day per week where they go to the Library, and where they feed the animals.

Please Note

If there are any changes or events at home, that might affect your child and in turn affect his/her progress at school, let us know.

WHAT CHILDREN NEED TO BRING

1. Enough diapers and baby wipes for the day
2. A change of clothes (more if being potty trained)
3. A snack and juice/water, even if on the lunch programme.

POTTY TRAINING

Your child does not need to be potty trained to attend Building Blocks. Our policy is that we facilitate potty training, but do not initiate it unless the child is showing real interest. We will help you, on an individual basis with each child, but do not have potty time or a specific age that children must be trained by.

COMMUNICATION

The staff is always available to answer any questions or concerns that you may have. From time to time, you will receive bulletins about upcoming special events, or health alerts, to keep you abreast of the school calendar and emerging important information. These bulletins are emailed to you and are also printed and sent home with your child to ensure you receive the information. In addition we have Parents Night once per term, to go through all issues, concerns, regulations and upcoming events, with you.

12:15 TO 1PM ACTIVITY FEES:

Ballet \$3,000. per term

Football \$3,000. per term

Dress code for Ballet is a leotards and a skirt. Football is open to all girls and boys. Children are required to wear shorts, T-shirts, socks and sneakers. Pick up for children taking Ballet or Football is 1:00pm, unless they are taking additional activities that evening. **Failure to collect your child at 1pm will attract a late pickup fee of \$100.**

1 – 2PM ACTIVITY EVENINGS: (no age limit)

Monday- Sports & Games \$500 per day

Tuesday- Sports \$500 per day

Wednesday- Spanish \$500 per day

Thursday- Drama \$500 per day

NB. No activity evenings on Friday

Dress code for Sports/Games is shorts, T-shirts, socks and sneakers. A snack is provided in activity evening, but you can pack some extra juice or water and maybe another snack just in case. **Pick up for children taking these activities is no later than 3:00pm.**

Sports and Games on Mondays – Each Monday, children participate in four different sports and games selected from the following options: baseball, football, basketball, tennis, hop scotch, one-two-three red light, ring games, musical chairs, bowling and horseshoe toss.

Sports on Tuesdays – Children partake in football, basketball, baseball, & running, every Tuesday.

Spanish consists of the children participating in both indoor and outdoor activities stimulating conversation in Spanish.

Drama- acting out familiar stories.

