Statesboro High Preschool Program
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Statesboro, GA 30458
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PURPOSE AND OBJECTIVES

1. To provide a laboratory experience for high school students who have expressed interest in the Early Childhood Education Pathway, possess a genuine interest in the children, and who have applied and been approved for the courses. The sequence of courses for the Early Childhood Education career pathway is as follows:
   1. Introduction to Early Childhood Care and Education
   2. Human Growth and Development for Early Childhood
   3. Health, Safety, and Nutrition for the Young Child
   A syllabus outlining each of the courses and the performance standards that the high school students are required to meet are available upon request from the teacher.
2. To provide an enriching environment for the growth and development of the children involved. This includes the child's physical-motor, intellectual-cognitive, and personal-social-emotional development. The teacher uses Creative Curriculum, a theme-based curriculum with activities for the themes based on developmentally appropriate practices.

HOW CHILDREN ARE SELECTED FOR THE PRESCHOOL

1. Each spring there will be an advertised open registration. A date and time will be set. If spots become available, a second registration may be held. Registrations will be advertised in the Statesboro Herald.
2. Registration will be closed at the end of the advertised time.
3. A child must be at least four (4) years of age on September 1 to be eligible for the program, and must be a resident of Bulloch County.
4. When registering, four types of documentation must be provided:
   • **Proof of legal parental/guardianship** (birth certificate with parents' names, magistrate court documents indicating custody, power-of-attorney documents, custody documents, or letter of placement from DFACS).
   • **Two (2) proofs of residency** (current month utility bill, current month lease agreement/home purchase agreement, previous or most recent tax return, current year DFACS documents, current Medicaid card, current weekly or monthly paycheck stub).
   • **Child’s immunization records** (form 3231) and Eye, Ear, and Dental form (EED 3300). These may be obtained at the Health Department (764-3800) or through your child’s pediatrician. **NOTE: Immunization and EED forms can be provided later if child is not yet 4 years old.**
   • **Child’s Social Security Card.**
5. All applications are accepted and names placed in a lottery pool. Twins, triplets, or quadruplets are to be treated as one applicant. The names will go on one
lottery slip to be drawn. Student names are drawn from the pool and the applications numbered in the order they are drawn.

6. All names are placed on a list in numerical order as drawn with twins, triplets, or quadruplets representing one number.

7. Children currently enrolled in the program are given an opportunity to stay in the program for a second year if the instructor and parents feel it will benefit the child to grow another year prior to kindergarten.

8. The first 20 students from the numerical list inclusive of those in item 6 will compose the beginning roster for the fall of the next school year.

9. The waiting list is composed of all those remaining on the numerical order list.

10. As vacancies occur, applicants are notified in order from the numerical list.

   Three documented attempts will be made to contact the applicant.

   If not able to contact or applicant chooses not to enroll the student, the next applicant on the numerical waiting list is contacted. If the waiting list is exhausted, an additional registration may be held (as mentioned in #1).

**SCHEDULE AND HOURS**

The children will start preschool one week after the start of each Bulloch County School System semester. This is so that important information and procedures are understood by the high school students before the children arrive. The preschool program will observe the established school holidays outlined on the approved Bulloch County School calendar. Arrival and dismissal times are subject to change in order to align with the Statesboro High School schedule that comes out each August.

   Days: Monday- Friday
   Arrival: 7: 40- 8:10
   Dismissal: 2: 40- 3:00

**MEALS AND SNACKS**

The children will be served a snack and nutritious lunch. The lunch is provided by the Statesboro High Lunchroom Staff. Menus will be posted in the classroom.

**FEES**

a. Pay for the entire month- due by 5th of the month. Late fee of $20.00 will be charged if fee is not remitted to SHS Preschool tuition drop-box by the 5th.

b. Pay by the week- due each Monday for upcoming week. Late fee of $5.00 will be charged if the fee is not remitted to the SHS Preschool tuition drop-box by 3:00 pm on Monday.

There is a fee of $6.00 per day. This payment is due the first day of each month. Payments must be made every month whether a child is present or not (as long as the child is enrolled). Reimbursement will not be made if the child is out for illness or any other reason. There are no charges for school holidays. Failure to pay the monthly fees may jeopardize your child’s spot in the program.
TRANSPORTATION

A parent or responsible adult must bring the child to the classroom. There will be no buses available and no child enrolled in the preschool program will be allowed to ride a bus.

A parent or responsible adult must walk inside with the child and must not leave until a teacher is with the child. The person bringing the child must sign the child in each day.

A parent or responsible adult must come to the preschool classroom to pick up the child. This person must be listed on the release authorization form provided by the parent. A teacher must see the child is leaving. The person picking the child up must sign the child out each day.

RULES AND REGULATIONS

1. Important messages must be written to the teacher, not given orally.
2. Toys belonging to the child should be left at home. They may be damaged or misplaced at the school. Exceptions may be made for “security” reasons.
3. Children may not bring food or candy to school. Exception: If it is a child’s birthday party or special occasion, a special snack can be brought by the parents if prior arrangements have been made with the teacher. Factory sealed foods or whole fruits and vegetables are the only foods that may be sent to school for special occasions. Do not send your child to school with breakfast.
4. Check the “parents' bulletin board” for important announcements and handouts.
5. Keep the teacher informed of any important changes in the home that may affect the child’s behavior at preschool.

SERVICE TO THE PARENTS

1. Appointments can be arranged for conferences with the teacher at any time during the school year.
2. Parents are welcome to observe their children through the observation window. When observing there will be no smoking, drinking, or eating. Do not bring other children with you when you observe.
3. If parents have any grievances or concerns with the preschool they are encouraged to discuss these with the teacher and/or the principal. If they feel their concerns have not been handled satisfactorily, they may contact the Career, Technology, Agriculture Education Director or Superintendent of the Bulloch County School System.

HEALTH AND SAFETY

Please keep your child at home when ill. The staff will call the parents to pick up the child if they show signs of illness at school. The school nurse (a certified RN) will assist in assessing whether a child should be sent home due to illness. She may also require that a child have documentation that they have seen a health care professional before returning to school. Children should be well for 24 hours before returning to school. If
your child contracts any type of illness that is infectious, we ask that you notify the teacher and/or the teacher’s aid immediately. Notice of communicable disease will go out to parents if such a situation occurs in the preschool.

Medication can be given at school if parents send specific directions to the teacher on the form provided by the school. Any medication needs to be given to the teacher and not put in the child’s locker. This includes cough drops and medication for chapped lips.

The children will participate in tornado and fire drills.

The teacher should be notified in writing if other than the regular persons are to pick up the child.

Special forms will be filled out by the parents before the child will be allowed to go on a field trip. The children must come to school the day of the field trip to hear important instructions that may be given. Parents are invited to go on the field trips with their child, but please let the teacher know at least one day in advance that you will go with the group. Please refrain from bringing younger siblings on the field trips.

Shoes must be worn to preschool. A complete change of clothing should be sent to school for emergency needs and left there. The child’s name should be placed on all articles of clothing.

Procedures for reporting child abuse: The state of Georgia requires by law, that any principal, teacher, counselor, or other school administrator report all cases of suspected child abuse of children less than eighteen years of age. The law requires the reporting of injuries or neglect of minors, provides immunity for those reporting in good faith and provides a penalty for violation of the law. System procedures concerning the reporting of child abuse include: 1) Teacher notifying principal, 2) Principal notifying Student Services Support Coordinator, 3) Student Support Coordinator notifying Department of Family and Children Services.

If for any reason school must be canceled, you will be notified through the local media. If school is already in session and has to be closed, you will receive a phone call to pick up your child.

STAFF

Teacher: Mrs. Kristen Rogers
Paraprofessional: Mrs. Eva Brewer
Principal: Dr. Marty Waters
CTAE Director: Abbie Lacienski