

HAPPY DAY CHRISTIAN KINDERGARTEN

153 Mount Edward Road
Charlottetown, Prince Edward Island C1A 5T1
Telephone: (902) 892-1234

PARENT HANDBOOK 2011-12

ABOUT HDCK

The Happy Day Christian Kindergarten (HDCK) is an initiative of the Christian Reformed Church of Charlottetown, PEI, and has been in operation since 1979. Kindergarten operation falls under the regulation of the provincial authority, and therefore follows provincial regulations such as staff/child ratios and maximum enrolment numbers. The Kindergarten is managed by a Board of Trustees.

OUR AIM

To provide a warm and loving environment where we can give the children an opportunity to play, share and interact with each other and adults, as well as developing their physical and mental abilities. We place special emphasis on teaching children about God's love for them and how they can come to know Him. We reach out to the physically and/or mentally challenged through our Special Needs Program, providing a positive experience to all our kindergarten participants. Our kindergarten is wheelchair accessible.

OUR FACILITIES

Our multi-area facility consists of 2 classrooms, a playroom, a gym, piano room, outdoor playground, sledding hill, and more. Our facility is equipped with an elevator. Other adaptations are made as needed to accommodate special needs.

ACTIVITIES

We offer many activities to the children in our program, including arts and crafts, singing, playground and outdoor play, gym, books, computer, games, toys, puzzles, field trips and skating. Social interactive skills are purposely taught in the context of all these activities.

Interdenominational Christian activities consist of bible stories, songs, memory verses and prayers.

Special events include a Thanksgiving Celebration, Christmas Program, Mother's Day Tea, and Closing Program.

SCHOOL READINESS PROGRAM

Our program includes letters, numbers, shapes, colours, days and months, social skills, problem-solving skills, and more. The program is implemented using learning centres. It allows each child to learn at their own pace. We use monthly themes such as, under the sea, zoo, winter and all about me. All children who attend this program must be 4 years old before Dec 31st.

TEACHER QUALIFICATIONS

Our teachers confess Jesus Christ as Lord and Saviour and actively serve Him daily. All staff has teaching degrees and/or Early Childhood Certification and First-Aid. Teachers are special needs sensitive.

TUITION & SCHEDULE

OPTIONS		
PRE-KINDERGARTEN PROGRAM (for 4 year olds only)	Hours	Monthly Fee*
Half day – 3 mornings (Mon, Wed, Fri)	8:30 – 12:00	\$150
3 full days (Mon, Wed, Fri)	8:30 - 4:00	\$270
Half day – 2 mornings (Tue, Thu)	8:30 - 12:00	\$100
2 Full days (Tue, Thu)	8:30 - 4:00	\$180
5 Half day Mornings	8:30 - 12:00	\$200
5 full days	8:30 - 4:00	\$400
OTHER OPTIONS		
Early Bird Option – 5 mornings	8:15 a.m. – 8:30 a.m.	\$25
Lunch hour	12:00 – 1:00	\$40

***Tuition is due the first of each month.**

SUPPLY FEE

A \$60 school supply fee will be charged for children starting in September. \$30 of this must be paid upon registration and \$30 is collected at Orientation in September. These fees are non-refundable after August 1st. For 4 year olds starting in January, the supply fee is \$30.

ITEMS NEEDED

Each child must have one indoor pair and one outdoor pair of footwear. Children bring their own snacks and lunches each day. It is also a good idea for your child to have an extra change of clothes.

FIELD TRIPS

In the course of the Kindergarten year we will be taking the children on many field trips. In the past, our trips included going to a dairy farm, a pumpkin patch, the library, a fire hall, a vet clinic, apple picking, a nursing home, as well as ice skating. The children enjoy these outings very much, and we believe they are valuable experiences for pre-schoolers. Volunteer drivers are needed for the success of all our field trips and your assistance is greatly appreciated.

Special note: All siblings are welcome on these field trips, but are the full responsibility of their parents. Our insurance policy does not cover any one other than the children registered at HDCK.

BEHAVIOUR MANAGEMENT

At HDCK our Behaviour Management Policy is based on the belief that children benefit from meeting the reasonable expectations of compassionate staff. Our teachers endeavour to model the Christian principles of gentleness, love, respect, kindness, and self-control. These qualities generate trust and a sense of security that create freedom in the classroom setting. We see ourselves as supporting partners with the parents. We strive to keep our communications with parents current.

The rules at HDCK are basic and easy to understand. Their purpose is to ensure safety and to build good manners and consideration for others. This contributes to an orderly, friendly, inviting and stimulating environment. Our kindergarten prohibits any form of physical punishment. Our approach to Behaviour Management recognizes the child's maturity level, adaptive growth, understanding, capabilities and individual needs/circumstances, and personality. We believe that behaviour correction must always be carried out with love and patience. A child's misbehaviour is never to result in withdrawal of respect or affection for the child. Our job as staff is to gently coach, train, and encourage each child to progress at his/her individual level of development.

We have a number of tools to achieve these goals. One important tool is encouragement and praise — that is, “catching people doing things right”. Another tool is one-on-one reasoning conducted in calm tones and preferably at the child's eye level. Starting at the beginning of the year, we consciously build a repertoire of social skills and constructive problem solving in the children. These include learning to say “I'm sorry” when warranted and knowing how to renew friendly intent. Our experience has been that form follows function — a child's character expands at the realization that an apology does not diminish self-respect but builds the trust of the whole group.

CONTACT INFORMATION

Please talk to the teacher(s) if you have any questions or concerns.

Telephone: (902) 892-1234

Email: hdck123@hotmail.com

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Licence Number: L4145

The Board of Directors, Happy Day Christian Kindergarten