



Newmarket Recreation

Preschool Playgroup



PARENT PACKET 2024

Preschoolers 3 - 5 years old

Fall, Winter & Spring Sessions offered

www.newmarketrec.org

603-659-8581

1 Terrace Drive Newmarket, NH 03857

Welcome to our preschool playgroup!

Dear Parents,

I am really excited to return to the role of Preschool Playgroup Instructor at Newmarket Rec, and be your child's teacher! I have had the privilege of getting to know some of your children and their wonderful personalities recently, and it's also been fantastic to see so many siblings of those I have had in the past several years!

I am thrilled, once again, to use my education, special skills, and experience, in creating a fun-filled learning environment for 3-5 year olds. I absolutely love seeing and tapping into so many of your children's talents and interests, and giving them the opportunities to explore them on a daily basis. Your child will have a chance to experience music, creative movement, dance, obstacle course fun, yoga, relaxation and mindfulness, as well as art, including drawing, painting, and crafts. We will also engage in pre-k activities, such as practicing learning letters and numbers through fun/interactive games (and materials are provided for those ready for more), circle time with books, a "library time," songs, sign language, and show and tell. We will also enjoy time outside, weather permitting, and the Fit and Fun Room. In addition to structured time, the children will have free play experiences every day, where they can explore the room and all of the toys, games, building materials, art supplies, and items for imaginary play, while building important social skills and making friends, as we emphasize kindness, above all else.

I have a Bachelor's Degree in Art, as well as Group Exercise and Yoga Certifications, and I am the creator of Global Grooves World Dance Fitness Programs, as well as an author. I have been happily teaching children and adults of all ages (infants up to senior citizens) in many settings for over 30 years. Since 2017, I have been teaching many after school classes at Newmarket Recreation, including Cartoon Drawing, Kids Art Academy, Global Grooves Dance Fitness for Kids, and So, You Want to be a Pop (Dance) Star? I also create, coordinate, and teach all the arts and crafts for summer camp, as well as build props and scenery for special events. From 2019-2021, I was the Preschool Playgroup Instructor and created a COVID safe program for children the second year. I love the community at Newmarket Recreation Center and the wonderful families I have worked with over the years!

With all the roles I have filled, my most important one has been a Mom to our 11 year old daughter, Francesca, who is in the 6th grade. My husband and I chose Newmarket as our home when she was 4 years old, and we never looked back!

I look forward to seeing all the wonderful ways your children grow in the coming months in Preschool Playgroup! Please reach out with any questions or concerns.

Sincerely,

Erin Schroeder-Craft

At Preschool Playgroup Your Child will Grow Through...

**Socialization *Physical Fitness*Mindfulness* Free Play * Teamwork Projects!*

**Art *Creative Movement and Dance* Yoga * Stories* Outside Exploration*

**Interactive and fun activities with Letters/Numbers/Shapes, etc.*

Registration Options by Age Group

3 Year Old's: Tues/Thurs

4 & 5 Year Old's: Mon/Wed/Fri

5 Year Old's Only: Mon-Fri

1 Day a week options available for your child's registration days.



WHAT to wear & pack: Your child should wear comfortable clothing that you don't mind getting dirty. As we go outside day to day, with the exception of heavy rains or extreme cold, we might get dirty, muddy, sandy, or messy with art. Your child should be able to take their own clothing on and off when participating in bathroom breaks and be able wash their own hands thoroughly.

For extra clothes (in case of accident and for outside wear), please pack:

- an extra change of clothing, including socks
- an extra set of shoes or rain boots
- other relevant outdoor clothing (rain jacket, sweatshirts, hats, etc... see "weather" section for winter)
- Label ALL items w/ name.

Snack: Please pack an easy to open, nut free snack and water bottles or juice boxes. Please label lunch boxes, water bottles, and backpacks. Snack time will be at approximately 10:45 AM.

Weather: During the warm months please have sunscreen and/or bug spray applied on your child before playgroup. We are not allowed to put sunscreen or bug spray on your child. During winter months, please be sure to have your child is prepared for the cold weather. We won't go outside if there is a severe wind chill, but you are welcomed to leave the following clothing in their locker at Playgroup: snow pants, coat or jacket, boots, hat, and gloves/mittens. We might be out in a light rain, but not steady or heavy rain. On the days we are not outside, we will use the large multi-purpose room, dance studio and Fit N Fun room to allow for movement and activity.

POLICIES & PROCEDURES

- **School Cancellations:** Please check WMUR or newmarketrec.org for any school cancellations. If the Newmarket School District has cancelled school for the day, playgroup has also been cancelled. A one hour delay for the Newmarket School will result in NO change in our class schedule. A two hour delay will result in preschool starting at 10:30 AM. Our Facebook page will also be updated so be sure to like us on FACEBOOK @ www.facebook.com/newmarketrec. Please note that a number of snow days have already been calculated in the cost of the program. There will be no credits or refunds for days missed due to inclement weather.
- **Holidays:** We follow the Federal and school calendar; therefore, we will have the same holiday and vacations off as Newmarket Elementary School. Let the REC know if you have questions! All the dates that Playgroup will NOT be in session will be listed on the website, the Playgroup session flyer and in the Rec Desk registration.
- **Pick-Up Policy:** Please notify the Rec in via email or a phone call if you plan on having someone other than a parent or guardian pick up your child. Parents that are late in picking up their children will now be charged if late by 10 minutes or more.
 - **1st TIME:** A warning will be given
 - **2nd TIME:** \$10 if ten minutes late or more, there will be a \$1 charge for every minute after that.
- **Discipline Policy:** In order to ensure all students are safe in our program, all playgroup participants must adhere to the attached Discipline Guideline Form.
- **NEW* Probation Period:** As the physical and emotional safety of students in the classroom is of the utmost importance to the Newmarket Rec Preschool Playgroup staff, we are implementing a probation period for new participants within the last year of their enrollment. This will allow for the child to grow and adjust in the classroom while the Preschool Playgroup teacher can observe behaviors and work with the student. Should any concerns or issues come up in the classroom, the Preschool teacher and staff will work with the family on a care plan that improves the behavior. There is a tracking procedure in the classroom to help with communication between the staff and families in the program.
 - **Adjustment of Enrolled Days/Removal from Class:** When it comes to behavioral challenges in the classroom, every community and every classroom has its challenges, however most issues never happen because they are prevented or are resolved with little disruption in the class. Therefore we will discuss with the family, when a student would need to have their enrolled days adjusted or if the program might not be the right fit. Each child and situation is unique and will be handled with care. Below are the general guidelines that would cause an adjustment of enrollment days or removal from class:
 - The child has emotionally aggressive, targeted violent or damaging behavior toward another child or children.
 - The behavior is repetitive, even if no single event is serious enough to warrant removal, the teacher will use their discretion to determine when it is pervasive enough that the student needs a break until they can understand the situation and work on changing their behavior.
 - If the behavior is impeding instructional time and community space to a degree the teacher warrants is beyond what the class can expect to deal with.

NEWMARKET RECREATION DISCIPLINE STRATEGY – Playgroup/Kiddie Camp

Newmarket Recreation believes that discipline is not punishment but rather teaching, guiding, and redirecting. We help children learn to get along with adults and other children, teach them to behave in an acceptable way and help children learn self-control. The purpose of disciplining children is to raise responsible, confident children who grow up to care about others and themselves.

- 1.) Redirection is the basis of our discipline policy. If a child is having a hard time making the right choice, the teacher/counselor/staff will get down on the child's level and speak to them gently & offer them an alternative to help guide them in making the right decision.
- 2.) Children are encouraged to resolve conflict on their own (as long as they are safe). Forcing a child to say "sorry" can tie a meaningless emotion to the word. Human beings (for the most part) are naturally compassionate. They will feel empathy and regret for a friend and express that. Children need to be allowed to process a disagreement/conflict on their own. If they are constantly forced into saying the word "sorry" when they don't feel it, then they may learn that saying "sorry" will resolve all conflicts and therefore not properly develop these social skills.
- 3.) If a child is "tattling" or complaining about another child's behavior (as long as the children are safe,) a teacher will ask them first if they have spoken to the other child about their problem. It is important for children to not only find their voice but gain confidence in themselves that they can handle a confrontation on their own. The teacher will stay within ear shot to assure that the situation is resolved properly.
- 4.) If a child is continuously disruptive, they will be removed from the situation. If a problem occurs during free play, the teacher will have the child sit with the teacher and offer them a quiet task that will help to settle them down. Once the child has calmed down, the teacher will speak to the child about the choices they need to make to continue playing with their friends. If the disruptive behavior is occurring during a project or circle time, the child will be given their own space to work and learn. Sometimes they just need to settle down and focus on their learning without the distraction of another child directly next to them.
- 5.) If a child's behavior does not improve throughout the day and is disrupting the other children's classroom experience, the parent may be asked to come and pick the child up. This behavior specifically includes physical aggression.
- 6.) If a child is physically aggressive, they will be given 3 chances in a day and then the parents will be contacted and requested to pick up their child for the remainder of the day.

Newmarket Rec strives to have open & trusting communication between parents and staff regarding their child's experiences within the program. If a behavior issue is interfering negatively with the functioning of the program or the safety of the staff or any of the children, we will notify the parent or guardian and set up a meeting with the child's Lead classroom teacher and the Recreation Department's Director or Assistant Rec Director and any other appropriate Rec staff. We will work cooperatively with the family to develop and implement strategies that will provide extra classroom support by using a tracking chart and/or behavior plan. If all suggested strategies have been unsuccessful, the parent/guardian will be asked to withdraw the child from the program in order to maintain a safe environment.

~ From Your Newmarket Rec Team

Preschool Playgroup Rules/Guidelines

1. Always be kind to each other.
2. Practice sharing toys and taking turns.
3. Include others when playing.
4. Give others personal space when needed.
5. Wash hands after using the bathroom and before snack. Other times are encouraged, too!
6. No sharing snacks.
7. Clean up the table after snack.
8. Help clean up the play area when free play is over.
9. Practice good listening when the teacher is speaking.
10. No hitting, no kicking, no wrestling, no biting, no pushing, no name calling, no throwing toys and no screaming inside.
11. No going up slides. Feet down first, not head.
12. No throwing sand, dirt, or rocks outside.
13. Stay within designated play areas - never leave without a teacher or adult/guardian.
14. At pick up, no child should leave the classroom or designated play space (inside or out) until parent/guardian has come all the way in to check them out.

Rules are to keep everyone safe and healthy! Please find times to talk about the rules for playgroup with your child, as we explain them and give reminders at school. We will be implementing a rewards system to encourage positive behaviors. Although we want to teach them about empathy, this emotion usually takes time to develop in stages over many years. We also don't want them to become reliant on doing what's expected just to get rewards, but we do want to acknowledge genuine acts of kindness, cooperation, listening, being helpful, and being a good friend, and will encourage that further with some rewards, as well as having discussions with them about why these behaviors are important.

Thank you for your assistance!

NEWMARKET RECREATION DISCIPLINE POLICY

Dear Parents,

Please carefully read our discipline policy front and back, sign it, and return it to the Newmarket Recreation Department with all other pertinent paperwork. Thank you!

OFFENSES:

- *Endangering another person's well-being or their own*
- *Swearing, inappropriate language or verbal abuse*
- *Unwillingness to remain with group or wandering off camp premises*
- *Stealing or destruction of property*

CONSEQUENCES PER OFFENSE:

1ST offense - *Child spoken to by staff immediately then followed up with a meeting between instructor and parent/guardian at pick up.*

2nd offense – *Child will receive written notice to parent/guardian and follow up meeting.*

3rd offense - *Child taken to Rec. office and parents notified for immediate pickup.*

4th offense - *Child suspension for remainder of session(s)/no refund.*

**Consequences listed above are a general guideline of discipline, however are at the discretion of the administration and director. Child's response and reaction to offenses and consequences will be factored into determining the appropriate discipline procedures for that particular child.*

**Special circumstances may also apply where our current discipline will not be appropriate for some children. In these cases an individualized behavior plan will be designed and decided upon collaboratively with the child's parents or guardians and the administration.*

I have read and understand the above policy. I assume the responsibility for ensuring that my child is aware of this policy and the consequences of his/her actions should there be any such misbehavior.

Parent's Signature: _____ *Date:* _____

Participant's name: _____ *Age:* _____

NEWMARKET RECREATION PRESCHOOL Playgroup/Kiddie Camp REGISTRATION FORM

Child's Name: _____ Enrollment Date: _____

CHILD'S BIRTHDATE: _____ AGE: _____ SEX: M F

PARENT 1 NAME: _____ HOME PHONE: _____

ADDRESS: _____ CELL PHONE: _____

EMPLOYER: _____ WORK PHONE: _____

PARENT 2 NAME: _____ HOME PHONE: _____

ADDRESS: _____ CELL PHONE: _____

EMPLOYER: _____ WORK PHONE: _____

EMAIL ADDRESS (to receive important reminders/communication): _____

CHILD RESIDES WITH: MOTHER FATHER BOTH OTHER: (see below)

Is your child potty trained and independent in the bathroom: YES NO

ADDITIONAL CONTACTS IF A PARENT/GUARDIAN CAN NOT BE REACHED IN CASE OF EMERGENCY and/or IS AUTHORIZED TO PICK UP YOUR CHILD FROM SCHOOL:

1) _____ Hm/Wk Ph #'s: _____ Relationship: _____

2) _____ Hm/Wk Ph #'s: _____ Relationship: _____

MEDICAL INFORMATION: All Medical and Allergy information is to be listed (a copy will be kept with the child's teacher at all times).

IS THERE ANY OTHER PERTINENT INFORMATION YOU FEEL WE SHOULD KNOW ABOUT YOUR CHILD? Y N
(Medical issues, emotional problems, social problems, mental health issues, etc.)

IF YES, PLEASE EXPLAIN (all information written will be kept confidential and only the following will be explained to the teacher):

CHILD'S PERSONAL PHYSICIAN: _____ PHONE _____

NAME OF PRACTICE: _____ CITY: _____ STATE: _____

HEALTH INSURANCE CO.: _____ POLICY NUMBER: _____

BILLING ADDRESS: _____ GROUP NUMBER: _____

SEEK MEDICAL TREATMENT - AUTHORIZATION STATEMENT:

"In the event of an emergency, I hereby authorize the staff or medical personnel to take emergency measures as needed."

PARENT / GUARDIAN SIGNATURE: _____ DATE: _____

****This signature confirms agreement to ALL details in Playgroup Packet OR Kiddie Camp Parent Packet****

