**CHILD, PARENT AND STAFF**

CHILD TRANSITION AND SEPARATION

Beginning pre-school is an adjustment for both child and the parent, the adjustment will occur smoothly if both the parent and staff are sympathetic and make the transition gradual. It is very common for a child to cry, become quiet or withdrawn within the first week. Parents and staff need to be sensitive to each child’s adjustment period.

PARENT PARTICIPATION & TRANSITION PLAN TO KINDERGARTEN

It is our hope that we can depend on participation from the parent, because it is designed to be a shared decision in conjunction with the staff. This might take the form of Class Parent or Parent Advisory Board which, families are welcome to participate for the length of time their child is a student. Some examples of how you can participate are: read to children, suggest a learning experience, policy development and attend field trips. Our objective is to encourage parent involvement and to provide support to children and families when needed.

The Advisory Board is involved in such activities as:

* Fundraising
* Liaison representative between families and staff
* Event Planning
* Revision recommendations to policies and procedures

There is a “Transition Plan” that starts with an orientation packet from Norwalk Public School that informs the Parent of the Kindergarten registration process in the local schools. Information will be provided during the registration period provided regarding the Kindergarten curriculum.

* Pre-School teachers and Kindergarten teachers exchange information during workshops and class visits.
* Assistance to parents from the office is always available for a smooth transition through the registration process.
* School Readiness and the Kindergarten teaching staff participates in a “Building Bridges” Conference

One of the major ongoing areas of needed assistance is FUNDRAISING. In order to keep tuition and school activities at an affordable rate, we rely on your participation. If your employer makes community contributions or if you belong to an organization that donates to schools like ours, we would love to hear about it.

STAFF SELECTION AND TRAINING

The Children’s Playhouse’s staff are selected from a pool of qualified candidates by the Assistant Director and Program Director. In the late summer of each program year a staff orientation and planning (2-day) session held. During the year, workshops and discussions on such topics as philosophy and goals, child development, transition, health and safety and curriculum take place. In addition, monthly staff meetings are held to share ideas on program improvements and the children. Each Teacher must have a minimum of an Associates Degree in Early Childhood. In addition, they must also pursue higher education degree consistent with Accreditation and the School Readiness requirement.