

Shorashim

Preschool



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Philosophy

- - - - X

Shorashim is a warm and loving environment that is guided by Torah values. We are committed to providing a multi-sensory, hands-on approach to ensure that each child can have a positive and successful learning experience. This will help them develop their individuality and build a strong foundation in their Torah knowledge.

Supervision and Child Guidance

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At Shorashim, we pride ourselves on being vigilant with safety and supervision. Students are supervised at all times.

We believe that children need a structured, disciplined, and happy environment in order to thrive. Teachers will demonstrate appropriate behaviors and guide the children in regulating their emotions. The program will encourage the growth and development of each child's social and emotional self. The teachers will problem solve with each child in times of frustration by role playing different scenarios so that each child will have the tools to advocate for himself.

Teachers will use positive reinforcement to encourage good behavior and diminish negative behaviors.

Shorashim prides themselves on working with each child individually to develop his specific needs. However, if a child is a danger to himself or to others and Shorashim does not have the resources to address the area of struggle, we may refer the child to another program that is specifically trained to help him.

Staff

- - - - X

Shorashim is run by a warm and highly educated staff. The School Director and lead teacher has a Bachelors in Early Childhood and has been teaching for 21 years in schools across New York and Ohio.

In addition, Shorashim has a Licenced Reading Specialist who is an Educated Qualified Administrator and is dedicated to helping every child develop his reading and writing skills at an age appropriate level.



Parent Involvement

- - - - X

Teacher- parent cooperation is of utmost importance. Parents have the opportunity to volunteer in school to read a book, do an activity with the class or share a special talent.

Grandparents are also encouraged to come and visit the classroom.

As part of our commitment to the highest level of parental involvement, we send newsletters home weekly to inform parents of what was taught that week and what activities were done. Phone calls will be made to parents on an ongoing basis to keep them updated on their child's progression or if needed on any struggles their child may be experiencing.

Parent Communication

- - - - X

Shorashim will have scheduled conferences with the parents to discuss their child's development. At this time, the program will not be conducting any formal assessments and will not be sharing information with ODJFS. This is subject to change. At the scheduled conference meeting, Shorashim will give the parents an opportunity to discuss their questions or concerns. If a parent would like to speak to the teacher or administrator throughout the year, the parent shall call the school to schedule an appointment.

In the event that a parent has any complaints or concerns, Shorashim's procedure is to first contact the teacher to resolve the issue. If the issue is not resolved, the parent can contact the administrator to address the issue.

Program

- - - - X

Shorashim's doors are open daily Monday through Friday:

Monday through Thursday 8:45am -3:00pm Friday
8:45am-1:00pm

It is very important for preschool students to have a sense of consistency. Therefore, it is beneficial for students to come to school on a daily basis. Additionally, our schedule is designed to give the children a chance for a warm greeting followed by a structured routine. With that in mind, we urge you to bring your child on time in the morning as coming in late makes it harder for him to adjust!

Arrival- greet children -
Free choice/clean up
Davening
Wash hands/ snack
Circle time
Outdoor play
Wash hands
Lunch
Circle time
Center Choices
Wash hands/ snack
Quiet time/ books

School Year 2021-2022

August

30- 12:00 Dismissal

1- 1st full day of school

September

6-8- Rosh Hashana-No school

9- Tzom Gedalia-

1:00 pm dismissal

15-16- Yom Kippur-No School

19- Sukkos Vacation- Starts

October

1- School resumes-

November

4- No School (HAC professional day)

25-26- Thanksgiving-

No School

December

2-6- Chanukah Vacation-

no school

14- Asara B'Teves-1:00 dismissal

January

31- Winter Vacation

February

7- School Resumes

March

16- Ta'anis Esther-

1:00 Dismissal

17-18- Purim-No School

April

13-22- Pesach Vacation

25- School Resumes

May

30- Memorial Day- No school

June

3-Erev Shavuot-No School

5-6- Shavuot- No School

14- Last Day of School

Class Ratios

- - - - X

We value the importance of individual attention to help children grow at these crucial ages in their development. With that in mind, we ensure a healthy ratio between teachers and students for every age group at Shorashim.

Classroom	Ratio	max group size
Preschool (3 years)	1:12	24
Preschool (4 years)	1:14	28
Kindergarten (5 years)	1:18	36



Meals & Snacks

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Shorashim will provide morning and afternoon snacks each day. The snack provided will be pre-packaged in individual servings.

Lunch should be sent by the parents.

The content of meals, snacks and breakfast shall be selected from the following four basic food groups:

1. Meat or meat alternative
2. Breads and grains
3. Fruits and vegetables (juices may be used if 100% and undiluted)
4. Milk (fluid cow's milk) and dairy a) 100% whole homogenized vitamin D fortified for children 12 to 24 months b) 1% or skim homogenized vitamin A and D fortified for children over 24 months

If a parent doesn't send sufficient food, Shorashim will make sure the child has something nutritious to eat with no additional charge and a phone call will be made to the parents. If this is a recurring incident, the parents will be charged a fee of \$5.00 per meal.

Important note: *If a child has allergies to any foods, all parents will be notified of the specific allergy and the center will not allow any food with those ingredients in the class with the allergic child.*

Outdoor Play

- - - - X

We believe in the importance of outdoor play and fresh air. Outdoor play is included in our program's daily schedule when the weather permits. Suitable weather is at a minimum of twenty-five to ninety degree Fahrenheit as stated in the ODJFS guidelines, however staff will use their discretion within the guidelines. Children are asked to bring appropriate apparel, that is labeled with their name, in accordance with the weather. (ex. coats, gloves, hats, boots)

Naptime Policy

- - - - X

Children who attend Shorashim preschool in the Pre-K have outgrown a scheduled naptime. Although, our policy is to provide a developmentally appropriate plan for each individual child. If any child needs to nap or rest, we will provide a quiet area to rest in.

Evening Care

- - - - X

Shorashim preschool will not be providing overnight or evening care.

Water Activities

- - - - X

Shorashim preschool will not be doing any water activities or have a wading pool.

Policies and Procedures

Enrollment

- - - - X

Parents may enroll their children to the school at any point prior to the first day of school. However, enrollment is subject to availability so we encourage registration by **July 31, 2021**. The registration process is completing an enrollment packet which will include an enrollment form and a medical form. These forms must be submitted before the first day of school for enrollment to be complete. If the necessary paperwork is not received or expired during the school year, this will lead to automatic unenrollment.

Payment

- - - - X

Tuition is due on a monthly basis.

There are two payment options:

- ★ Ten post-dated checks dated for the first of each month.
- ★ Automatic payments scheduled at the first of each month.

This is required to be set up by July 31, 2021. If it is not set up, this can result in unenrollment.

Immunizations

- - - - X

In alignment with the Centers for Disease Control (CDC) guidelines, the program requires that all children must be up to date with their immunizations. All immunizations must be documented and be completed annually. Children who do not have immunizations records, cannot attend Shorashim. Children may be exempt from the immunization requirement for religious reasons upon filing a written request with the center, and for medical reasons upon filing a written request signed by a licensed physician or medical professional.

Medication Policies

- - - - X

A parent is required to complete The Administration of Medication form if they would like Shorashim to administer medication, food supplement, modify the child's diet, or apply sunscreen. The form needs to be handed to the teacher along with the medication. All medication that is given to the teacher will be stored in a designated area that is inaccessible to children.

Shorashim will not administer any over the counter medication. Prescription medication must be administered as per instructions on the label and must be in their original container.

Communicable Disease

- - - - X

Children are observed as they enter the classroom each morning. If any sign of illness is detected, the child will be isolated from the group with supervision and a parent or guardian will be called to pick him up. The following is a list of illnesses and symptoms that a child will be sent home for. After a 24-hour symptom free period, the child can return to school.

- Temperature of at least 100° Fahrenheit
 - Diarrhea (three or more abnormally loose stools within a 24-hour period)
 - Vomiting more than one time
 - Yellowish eyes or skin
 - Difficulty or rapid breathing
 - Conjunctivitis or 'pink eye' (yellowish discharge and/or red itchy eyes)
 - Severe coughing (causing the child to become blue or red in the face or making a whooping sound)
 - Evidence of lice or parasites
 - Stiff neck
 - Sore throat or difficulty swallowing
 - Colored or foul-smelling discharge (nose, eyes, wounds)
 - Strep throat
 - Chicken pox
-

Illnesses and Injuries

- - - - X

If a child becomes sick in school, the child's parents will be called and the child will need to be separated from the rest of the class while being supervised by an adult. The child cannot come back to school until he is fever free for 24 hours.

In the event of an emergency, serious illness or injury, Shorashim will contact the parent immediately. If transfer is required, Shorashim will call EMS as Shorashim will not transfer a child in their personal vehicle. The enrollment packet includes a form of consent to transfer their child to the nearest hospital in case of emergency. If a parent chooses not to consent to this policy, the child cannot attend Shorashim Preschool.

Arrival and Departure

- - - - X

Parents will bring children to the classroom in the morning for arrival and pick up their children from the classroom at dismissal time. Shorashim staff will keep a log as to when the children arrive and depart school. We strictly adhere to a Parent-Only pickup/drop off policy. If a parent wishes for someone other than themselves to pick up their child, a verbal consent must be given to a staff member. Our program will release a child to their parent according to the family's custody agreement. In the event that a child is absent, a phone call will be placed to the child's legal guardian to ascertain the reason for the absence.

Shared Custody

- - - - X

In the event of shared custody of a child, Shorashim must receive a copy of the official court custody schedule and we will release the child to the parent or guardian according to this schedule. If the parent or guardian who is not scheduled at a given time comes to collect the child, we must receive written consent from the parent or guardian who is scheduled for that time in order to release the child to said guardian.

Absence Policy

- - - - X

If a child is absent from school, the parent will notify the teacher via text message or phone call. Shorashim will not provide refunds for children being absent. If a child is out of school for a medical reason for more than two weeks, Shorashim will refund the parents 25% of the monthly payment for the time that they are absent.

Weather Policy

- - - - X

In the event of school being closed due to weather or any other reason beyond the school's control, a phone call and a text message will be sent out to the staff and parents. If school will need a delay in the start of school, a phone call and a text message will be sent to all staff and parent body.

Breastfeeding Policy

- - - - X

As our program is for preschool age children, there will not be any breastfeeding policies in place.

Transportation

- - - - X

Shorashim does not provide transportation to and from school. Parents will need to arrange transportation for their children.

Shorashim will not be doing any off-site field trips. A signed permission slip will be required for routine on-site trips like nature walks around the building.

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