

WINTER/SPRING 2025

ESCALANTE COMMUNITY CENTER EARLY CHILDHOOD EDUCATION PROGRAM

WINTER/SPRING 2025 PARENT HANDBOOK



PRIORITY REGISTRATION BEGINS: NOVEMBER 18TH
OPEN REGISTRATION: DECEMBER 9TH

2150 E. ORANGE ST.
TEMPE, AZ 85282
480-350-5800



Welcome new and returning students and parents!

I'm excited for this winter/spring session! Our students will engage in quality activities, which promote educational, motivational and recreational fun. These activities include arts and crafts, sports, nutrition, music, reading, holiday fun, life skills, classroom skills and so much more! We will be focusing on numbers, shapes, science and name writing.

Each morning our students will start Circle Time with our morning songs. We will then implement a daily schedule that we will follow everyday, this will help build routine in our kids school day. Our schedule will be finalized and shared after our second week with the students.

Escalante's positive reputation lies in our ability to hire caring, dedicated staff and offer a variety of programs that are cost effective, creative and responsive to community input. Please feel free to contact me, if you have any comments or questions regarding your child's educational experience. I thank you for enrolling your child in Escalante's Early Childhood Education Program and look forward to talking with you throughout the semester.

Ashley Chavis
Sr. Recreation Coordinator
480-350-5402



IMPORTANT DATES:

- 11/18/24 Priority Registration Begins
- 12/09/24 Open Registration Begins
- 01/16/25 New Student Classroom Open House
- 01/21/25 Tiny Tots Begins
- 01/22/25 Kinder-Readiness Begins
- 02/17/25 No School; President's Day
- 03/17/25-03/21/25 No School; Spring Break
- 03/28/25 Spring Field Trip
- 04/2025 Tiny Tots Special Event TBD
- 04/2025 Kinder-Readiness Special Event TBD
- 05/08/25 Tiny Tots End of Year Celebration
- 05/09/25 Kinder-Readiness Preschool Graduation



Typical Preschool Day

Kinder-Readiness

Mon/Wed/Fri

9:00 am– 12:00 pm

Class dates: 1/22 to 5/9

Tiny Tots

Tues/Thurs

9:00 am—12:00 pm

Class dates: 1/21 to 5/8

- Student check-in begins at 9:00 am.
- Students arrive, on-time, parents sign-in.
- Students turn in their homework.
- Students begin their day with outdoor play.
- Students interact with one another in creative play, art or other “centers”.
- Students work with teachers to complete day’s activity.
- Students work together to clean-up the classroom and participate in “circle time”.
- Students enjoy light snack and juice or water.
- Students play outside.
- Students share day’s activities, get read a book or Student Spotlight presenter.
- Student dismissal begins at 12:00 pm.
- Students are dismissed to their parents (or designee) and get signed-out.



Arrival & Pick up Time

Arriving on time ensures your child is ready to start their classroom day. Picking up your child, on time, ensures Mom, Dad or care-giver are ready to hear about their child's class time and activities. PLEASE advise teachers if someone other than parent will be picking-up your child. This person MUST be listed on your child's program registration form! If the child's pick up person is running late please contact the front desk to let them know.

Emergencies, "Accidents" or Illness

If there are any changes to your student's Emergency Contact, phone numbers or other emergency information, please notify Staff immediately. If a student becomes ill or needs assistance during the program, Escalante Staff will contact parents or other emergency contacts to pick-up and/or attend to the student. If necessary the student will be provided an isolated area until a parent/guardian arrives. If a student is ill before class starts, please contact the front desk at, 480-350-5858, to report the your child being absent. To keep Staff and other students as healthy as possible, PLEASE keep your child at home if they have a high temperature, are not feeling well, or have been sick.

In case of a serious accident, 911 will be called for treatment, first. An Escalante Staff or supervisor will follow with an immediate call to notify parent/guardian or emergency contact.

Medication

Staff/Teachers will not administer any medication to your child. Medication requirements will be the sole responsibility of the parent/guardian. Please make prior arrangements.

Insurance

Medical or accident insurance is not provided by the City of Tempe.



Field Trips & Special Event Days

Field trips and special event days will be shared to families on our communication board and through flyers. Preschool students participate in these events for free. Parents, siblings and family members are welcome to participate in these events, for a small fee. Transportation is not provided to field trips. We will meet at the location at a designated time.

Photos

Photos of special events or class activities, taken by the Escalante Center staff or City of Tempe staff, may be posted for publication and advertisement of our program, and on our website at: www.tempe.gov/escalante. Photos will also be used in the yearbook that will be issued at graduation in May.

Personal Property

Cubbies are provided for each student to use during class time to store personal items. We would prefer that all toys and stuffies are left at home. The Escalante Center is not responsible for any personal items or clothing that become lost or damaged. "Found" items are placed in the Escalante "Lost and Found Closet".

Snacks

A light snack is provided as part of the Preschool day. These snacks may include one serving of the following: Goldfish, pretzels, fruit snacks, veggie straws, or animal crackers and water. During holidays and special events, special snacks may be served, such as cookies or cupcakes. Please have your child bring a water bottle with their name on it to school each day. We will keep these in a designated area. If your child has a food allergy PLEASE notify the teachers. Students can bring their own bagged snacks. Snacks are served around 11:00 am. Please make sure your student has a breakfast prior to coming to class.



Behavior Management

It is the duty of Staff/Teachers to maintain a safe, positive, and controlled environment at all times. In order to maintain a quality program, Preschool Teachers introduce these "rules" and work with students to consistently reinforce these rules.

- R = Respect others and equipment
- U = Use good manners
- L = Listen to and follow directions
- E = Everybody helps clean up
- S = Stop with signals

A variety of methods are used in behavior management. The most effective is keeping the student engaged in a wide variety of stimulating activities, providing plenty of choices, inter-actions, encouragement, and praise for good behavior. Students will enjoy and participate in activities without disrupting or preventing others enjoyment and participation. In those rare instances when a student is not following the rules, a one-minute "time out" will be instituted to self-correct the behavior. The student and teacher will discuss making better choices. Parents will be kept informed of problems that arise in the classroom and may be asked to follow through, at home, in special situations.

If Staff determines that a student cannot benefit from the Early Childhood Education experience or presents a danger to others; parent/guardian will be required to meet with teachers and supervisors which can result in withdrawing their child from the program.

We understand that students are learning boundaries and how to express themselves at this age. However; if a child becomes violent with a staff or other participant during class a parent/guardian will be asked to pick the student up from class immediately. If this is a continued behavior the student will be removed from the program.

Communication between staff and parents concerning any changes in the child's routine will enable us to work as partners to provide the best care, environment and education for your child. Parents are encouraged to speak with teachers, before or after class time, and welcome your input. We value your suggestions and want to be partners with you in providing unforgettable memories and experiences for your child.

We are all looking forward to a great 2025 Winter/Spring Session.
Here are some ways to help your student:

Student Involvement

- Arrives on time!
- Leave personal items at home
- Says "hello" to teachers/friends.
- Turns in homework.
- Finds name-tag.
- Ready to learn!
- Participates in centers, day's activity, circle time, exercise and show good manners during snack time.
- Asks for help.
- Has fun!

Parent Involvement

- Reads "Parent Board" outside of classroom on special events, announcements and flyers.
- Becomes familiar with this Preschool Parent Handbook.
- Attends field trips and special events!
- Offers ideas and suggestions.
- Communicates with teachers any information concerning child, before class begins, after class-time or by appointment.
- Helps student w/homework, at home.
- Keeps contact information current.

Thank you for enrolling your student in our program! If you have any questions or concerns please contact me.

"Mrs. Ashley"
Senior Recreation Coordinator
Ashley_chavis@tempe.gov
480-350-5402

