



Active kids learn more

Register for the school year, sign up for a season or drop in for a play. We offer flexible playschool programs to fit your family's busy schedule.

Find out more at calgary.ca/playschool

Village Square Leisure Centre Playschool Program Handbook

September 2020-June 2021

Updated September 9, 2019

Updated January 17, 2018

Welcome to Playschool at Village Square Leisure Centre. Your child will grow and develop through a variety of activities that emphasize social, physical, intellectual and emotional development with the guidance of qualified and experienced instructors.

Children will learn through play and experience while using the Leisure Centre's variety of resources. We will have your child singing songs, splashing in the water, playing games, being creative with arts & crafts and more!

Our Playschool is a recreational based program that provides preschool aged children with skills and awareness, emphasizing the value of recreational play, ultimately contributing to lifelong patterns of active living.

GENERAL INFORMATION

2 and 2 ½ year old classes

Staggered start, children will start at a slower pace to help them (and their parent/ guardian) adjust easier. Your child will attend class for 1 hour (rather than 2.5 hours) for the first 2 weeks of classes. You will receive your child's time (first half or second half of the schedule class time) to attend prior to classes starting.

Children do not need to be toilet trained. Instructors will provide guidance with toilet training and will work closely with parent/guardians to ensure a positive experience.

We will be swimming a minimum of 2 times in the school year.

The 2 year old classes, your child must be 2 years old by October 31, 2020.

The 2 ½ year old classes your child must be 3 years old by March 1, 2021.

3 and 4 year old classes

Children **MUST** be fully toilet trained.

We may be swimming a minimum of 2 - 3 times in the school year.

We may be skating a minimum of 1 times in the school year.

The 3 and 4 year old classes your child must be 3 years old by December 31, 2020.

Please note: you may be required to produce a birth certificate for proof of age to help us place your child in the appropriate program.

PROGRAM FEES AND PAYMENT PLAN

Program Fees

Fees are directly related to the number of classes scheduled in the Playschool year. Enrolment is for a period of 10 months (Sept. - Jun.). Payment can be made in full or on a pre-authorized payment plan at the time of registration.

Our rates and fees are decided by City Council and are subject to change without notice.

Payment Plan/Scheduled Payments

To go on a payment plan, the total fee is divided equally into 10 months for the “payment convenience”. An initial deposit of 2 months’ worth of payments plus a non-refundable administration set up fee of \$25.00 is required at the time of registration. The remaining amount is scheduled equally for 8 months, the beginning of each month starting October and ending May. Note, processing of payment *may take up to 14 days through your financial institution*. Scheduling payments will require the customer to leave a valid credit card on the file.

On-going/ Late Registrations

The program fee will be pro-rated according to the start date. Initial payment must be paid at time of registration. Payment plan/Scheduled payments will begin the month following registration date.

Withdrawal/Cancelation from playschool

Notice of cancelation must be given in writing at least two weeks prior to the next scheduled payment date. Pick up a “Cancelation Form” from Customer Service.

Notice received after this time will be charged the next scheduled payment.

Cancelation requests are subject to a \$20 withdrawal fee.

Refunds (if applicable) will be processed from the date of withdrawal regardless of attendance.

Please allow 30 calendar days to process cancellations. Refunds are based on the number of classes attended, plus a cancelation fee of \$20.

Transfers

Request for course changes must go through Recreation Program Specialist first. A Course Change Request Form will be provided, and changes will be completed by appointment only.

A \$10 transfer fee will apply.

Sibling discount

Siblings attending the programs simultaneously will be given a 10% discount off the least expensive program.

Credit card/Pre-Authorized Debit information changes

Please visit customer service immediately if your credit card information needs to be changed for any reason (new credit card, new expiry date, lost or stolen credit card, account frozen). The full credit card information is required.

Changes of payments will be effective the beginning of the next month in which the written notice was received. Changes must be received 5 business days before the end of the month prior to the effective date.

Declined or late payments

Payments are due on the beginning of each month. Unreported changes to credit card information resulting in a rejected payment, declined credit cards, NSF's, late payment or outstanding balances will be charged a \$25 administration fee and could result in withdrawal from the course.

First occurrence

If your payment has not been honoured or received, we will attempt contact requesting immediate payment arrangements.

A letter will be provided to the parent as soon as known. The parent will be given five business days from the date of the letter to complete the payment. In the event the payment is not made within the five business days, the child(ren) will be withdrawn from the program. A \$20 withdraw fee will also be applied to the account. A dishonor fee of \$25 will be noted on the client record and must be paid before re-registering for any program. The parent may re-register if space allows and must pay the dishonor fee.

For payment plan information, changes to credit card information or to make payment arrangements please call: 403-366-3911.

Keep your Registration Receipt for your income taxes; your receipt will not be reprinted.

“What is a teacher? I'll tell you: it isn't someone who teaches something,
but someone who inspires the student to give of her best in order
to discover what she already knows.”

— Paulo Coelho, *The Witch of Portobello*

MONTHLY CALENDARS

Calendars are posted each month in your child's classroom. Newsletters/calendars are *very important* as they contain all the information you will need regarding monthly themes, schedules and important news. Copies will not be provided. Please take a picture of your classroom calendar each month.

These calendars contain the themes that your child will be learning about in class. Spend time talking to your child about these themes. If you have any resources related to our themes that would enhance our program, please talk to your child's instructor.

MONTHLY SCHOLASTICS BOOK CLUB

The book club magazines will be given out once a month with order instruction and deadlines. "Scholastic" book club offers special book club prices. There is no obligation on your part to purchase books. If you do choose to order, we receive a credit to be applied toward items purchased for the Playschool program with each order you place. In previous years, we have purchased books, music, puzzles and more.

SICK CHILD

- Your child must be well enough to participate in the daily activities of the day.
- Please keep your child home in the following circumstances: diarrhea, vomiting, severe coughing/sneezing, sticky/red eyes or high fever.
- Please inform your child's instructor immediately if your child has or come in contact with a contagious illness such as chicken pox, pink eye, measles, strep throat, ring worm or hand, foot and mouth disease. You may be asked to remain at home until no longer contagious.
- Please call your child's instructor and/or leave a message in the classroom if you know your child is not attending class.

Falconridge Room	403-366-3991
Monterey Room	403-366-3992
Pineridge Room	403-366-3925
Rundle Room	403-366-3901
Temple Room	403-366-3978
Whitehorn Room	403-366-3983
Recreation Program Specialist	403-366-3926

DROP-OFF AND PICK-UP

Waiting for class to start

Parents/ guardians are responsible to bring their children to and from Playschool daily. You are asked to wait outside the multi-purpose hallway until an instructor invites you in. These doors will remain locked until a teacher opens them. The 2, 2.5 and 3 year old program participants will be allowed to enter first. Once the hallway has cleared, the 4 year old program participants will be allowed to enter.

While you are waiting for your child's class to start, please make sure that you are actively supervising your child. Once the door is opened, parents/ guardians can bring their child into the classroom.

It is important that you keep your child with you at arm's reach. Please keep your child from climbing unsafely over the art-piece bench and on and around the staircase.

If you are drinking a beverage, please leave it in your vehicle or ensure it is in a to-go mug to prevent spills.

Drop Off

- Parents/guardians are asked to wait in the hallway until the instructor invites you in. Be cautious of other children and families. Once the door is opened, parents/guardians can bring their child into the classroom.
- Sign your child in and out of the program on the sign in/out form daily.
- Have your child find their hook.
- Your child will hang their jacket and small backpack with snack bag inside on their hook.
- They can then go play in the designated areas.
- If your child's class goes to the gym at the beginning of class:
 - Have your child leave their belongings on their hook, then
 - Bring your child to the gym and sign them in with their instructor.
- **REMEMBER** each child has different levels of socializing, some are shy and some confident. Be patient if your child needs time to adjust at the beginning. We will assist you to make every child feel safe and welcome.



Pick Up

If your child is to be picked up by someone other than yourself, please inform one of the instructors beforehand in person, by telephone or a written note. Ensure this person is on your child's information form.

Note: Children will only be released to a pre-designated person upon the showing of picture ID. We do not release children to anyone 16 years of age and under.

It is expected that children will be picked up on time by the end of class time. In the event that parents/guardians are late, the following action will be taken:

a) A late pick up will be charged accordingly.

1 - 10 minutes late = \$5.00 | 11 - 20 minutes late = \$10.00 | 21 - 30 minutes late = \$15.00

This fee must be paid at the customer service prior to your child returning to the program. Please keep your receipt as proof of payment. After repeated occurrences, your child's position in the program may be reviewed.

- b) Instructors will contact the child's home phone number and then the emergency contact number. Your child may be taken to program services and will not be released until the late penalty is paid. If no call is received from the parents after one hour, we will phone Social Services.

After repeated occurrences of your child not being picked up on time, we will review your child's position in the program.

The Parking Lot can get very busy at drop-off and pick-up times. Park in the designated areas ONLY, and watch for children at all times. Vehicles parked in the fire lanes will be towed.

Access to the Facility through the lower level arena doors is encouraged for children in program Monday through Friday. The doors will only be open 15 minutes before start time and 15 minutes after end time. If you arrive before the 15 minutes, during class or after the 15 minutes, you will be required to access the facility through the main doors. Saturday classes please access the facility through the main doors.

CLOTHING AND PERSONAL BELONGINGS

With the exception of show and tell and special helper days children need to leave all personal toys at home.

Please dress your child in "play" clothes as he/she will be using paint and glue on a regular basis. Due to fire regulations, shoes must be worn in the classroom. Children need to wear running shoes (we recommend Velcro rather than laces), no crocs please, in the classroom for safety reason (i.e. fire alarm) and for running in the gym. Please practice putting on and taking off shoes with your child, as they will be asked to remove and put on their own shoes when we use the Jungle Gym and gymnasium.

Shoes, boots, backpacks and outdoor clothing should be identified with your child's name. Please dress your child in comfortable layers; easy to put on items. Keep the weather in mind as we will be going outside whenever possible. Each child will have their own coat hook; children will be responsible for hanging up their personal items. We do not encourage children to wear jewelry or precious items to class due to safety and loss.

Please identify your child's belongings by putting their name on them. Each room has a Lost and Found box. Each month, the items are taken to the customer service lost and found.

WASHROOM

- **Please take your child to the washroom before dropping them off for class.**
- Pack extra pants, socks and underwear in your child's backpack just in case. Do not worry, washroom "accidents" happen. The instructor will help your child change into clean clothes.
- Encourage your child to practice pulling their pants up and down if they are unable to do so already.

SNACK

Our playschool program promotes healthy eating. Please send a small nutritious snack and drink each day in a reusable bag or lunch kit clearly marked with your child's name.

To help you get started here are some snack ideas to send to class:

- Fruits such as banana, apple slices, strawberries, grapes (cut)
- Veggies such as cucumber, carrots, cherries tomatoes (cut), celery (with cheese Wiz)
- Yogurt, rice pudding
- Applesauce (unsweetened)
- Raisins
- Pita bread and hummus
- Yogurt with dry cereal
- Hard cooked egg and crackers
- Granola bar (no nuts)
- Cheese and crackers

If you need some more snack ideas, please ask your child's instructor.

A reusable juice container is a great item to use for sending liquids as your child can drink as much or as little as they want that day. **DO NOT** send one time use juice containers.

Our Playschool program is a **NUT AWARE** program. Read your labels and refrain from sending products containing nuts, we are aware of participants with peanut allergies. As we are not a peanut-free facility, we also ask that participants with allergies disclose this information during registration and bring the medical equipment they need, such as an epi-pen. For the safety of your child, hot dogs and grapes must be sliced lengthwise. Encourage your child to eat their own snack and not to share; this helps avoid problems with allergies.

CHILD'S BIRTHDAY

We will acknowledge each child on their special day. If you would like your child to celebrate their birthday with their class, please speak to the instructor. If you decide to bring a birthday treat in for your child's special day, please keep in mind the allergies in the classrooms and have it individually wrapped to send home with each child. They will not be eaten during the class time.

INSTRUCTOR GUIDED PLAY

A typical playschool day includes free play, circle time, art time, gym time and snack.

How does our program help your child learn?

While playing in our play centers, such as the dramatic play, block area and our table top area your child will be learning:

- Cooperating with others (taking turns, sharing)
- Using language skills
- Verbalizing ideas
- Developing and using fine and gross motor skills
- Classifying by shape, size and colour
- Experimenting with balance and form
- Using imagination
- Testing ideas
- Recognizing quantity
- Understanding number concepts
- Improving hand-eye coordination

While we are having group/circle time children are learning:

- Language skills
- Pre-reading skills
- Learning to follow directions
- Working independently and as a group
- Gathering information
- Connecting stories to pictures

Getting your child ready for success is our goal.

Great skills to have prior to Kindergarten:

- Recognise the alphabet letters
- Sounds the letters make
- Cutting (holding the scissors properly)
- Drawing (tell a story with their drawing)
- Social Skills (interacting with others, turn taking, etc)
- Large Motor Skills - Hopping, jumping, running, skipping, galloping.



ART TIME

Children explore art as a learning experience; an activity of discovery that is simulating and interesting. They are more interested in the process of doing art than the result of the finished product.

The art process allows children to explore, discover and manipulate. Sometimes the process can be sensory, such as feeling slippery cool paint on bare fingers; the mystery of colour blending unexpectedly; or a blob of play dough taking form.

The instructor's job is to provide interesting materials, sit back and watch closely, but unobtrusively. During art, the children are:

- Expanding creativity
- Increasing communication skills
- Improving hand-eye coordination
- Exercising fine motor skills

Your job as the parent/guardian is to ask your child open-ended questions that will encourage your child to feel free to explore.

Suggested comments:

- Tell me about your artwork (painting, drawing, play dough, etc.).
- I see you've used many colours!
- What a big design!

In our efforts to use recyclable products for our art projects, we would appreciate any items from home that you would normally throw out. Please remember to wash any containers that have had food or liquid in them before you bring them.

Please talk to your child's instructor before bringing in anything to class to ensure the items are needed.

The following items may be requested:

- margarine/yogurt containers
- wrapping paper rolls or tubes
- paper towel rolls (NO toilet paper rolls)
- buttons
- plastic grocery bags



VOLUNTEERS

There are volunteer opportunities available for parents/guardians both outside and inside the classroom, though volunteering is not mandatory in our program.

Some opportunities outside the classroom environment may include making play dough and bringing in treats for special days. Other opportunities within Playschool time include swimming, skating, field trips and special in-class presentations.

For swimming, skating and most field trips, is a minimum of 1:3 ratio (1 adult per 3 children). Check with your classroom to determine what your ratio will be i.e. (1:1 ratio). Without this ratio, these special events will be cancelled. Volunteers must enter the water, be on the ice and participate with the class. Check with your classroom if a smaller ratio is requested.

Note: Volunteers are required in order for these activities to take place. We reserve the right to limit and or decline volunteer service for our programs.

** City policies require all volunteers to sign a form prior to volunteering. If you are interested in volunteering, please talk to your child's instructor for more information.*

** Siblings of the participants will not be able to accompany the volunteers for safety reasons, class ratios and waivers.*

If you are interested in volunteering, please talk to your child's instructor for more information.



SWIMMING AND SKATING

Playschool will be using many areas of the Leisure Centre.

Swimming

We may swim 2 - 3 times in the school year. Our swim time is a "water orientation". Children will splash, blow bubbles and play games in our little pool and spend time in the hot tub.

Please refer to your child's classroom calendar for specific dates.

2 and 2 ½ and 3 year old classes

Children will come to class as usual and pack in their bags swimsuit, towel, "little Swimmer" and plastic pants. Instructors will help get the children changed prior to going to the pool. All children 3 years and under are required to wear little swimmers and plastic pants under their swim wear as per City of Calgary and Alberta Health Services Policies. You may purchase little swimmers and plastic pants in the vending machine on the lower level or with customer service before you enter the paid area.

4 year old classes

Children will come to class wearing their swimsuits under their clothes (remember to pack extra underwear for after swimming). Each child needs to bring their own towel with their name written on it.

All Classes

Parents/guardians pick-up their child at the hot tub area (not in the classroom) at designated times on swim days. You will first want to pick- up your child's belongings room their hook in the classroom (the door to the classroom will be left unlocked).

We require 1 volunteer to 3 children for swimming. Please note that the ratio may be reduced to a 1:2 or 1:1 ratio. Please check with your classroom to find out what ratio your classroom is. If we do not have enough volunteers, swimming will be cancelled for that day and will not be rescheduled.

Volunteers MUST be dressed and prepared to go in the water and stay with the group of children at all times. If you are volunteering and would like to stay after and swim on your own, you will need to pay the general admission fee at the customer service counter prior to doing so.

** Siblings of the participants will not be able to accompany the volunteers for safety reasons, class ratios and waivers.*

Skating

The 3 and 4 year classes may have the opportunity to experience skating 1 to 2 times in the school year. Our skate time is a "skating orientation". Children will learn fundamentals of skating.

As proper fit of the skates is very important when learning to skate, if you have your own skates please bring them to class. We want to ensure all the children can participate. We do have some skates and helmets to lend the children that do not have their own.

Volunteers are not required for these skating sessions. See your classroom calendar and speak to your teacher for more information if they require volunteers to assist with tying of skates. Parents will not be allowed on the ice.

PHYSICAL ACTIVITY / PHYSICAL LITERACY

Children will participate in physically active play daily.

Physical literacy is about developing the fundamental movement skills that all children need - skills such as running, hopping, throwing, catching and jumping. Children who are physically literate will be more likely to participate in physical activity and will have more fun because they know how to run, jump, and throw and more.

Activities and games are to physical literacy what nursery rhymes are to language; a fun and simple way for your child to develop the skills they need.

Visit calgary.ca, search physical literacy for resources.

CHILDREN'S HEALTH and DEVELOPMENTAL SERVICES

Have your child screened with Alberta Health Services, Call the Health Link at 811

Screening for;

- Speech development,
- Fine motor,
- Large motor skills,
- and more.

LEAD FOUNDATION

Lead Foundation is offering free screenings at Village Square Playschool this Spring for children currently enrolled at Village Square and we will also be doing these screenings for any children who are registered to attend Village Square Playschool in the Fall of 2019.

If your child is having difficulties with any of the following and you would like to have a screening done, please complete at your earliest convenience the form below and return to Village Square directly, Attn: VSLC Playschool Specialist or to Lead Foundation by faxing to 403-670-0171.

- Difficulty talking or listening;
- Learning English as a Second Language;
- Having trouble with following classroom rules and routines;
- Learning to draw, colour and cut at school;
- Playing with their toys, friends, and adults

This screening form also gives us consent to share information with Village Square staff. We will only see children whose parents have provided consent for the screening.

DISCIPLINE PHILOSOPHY

We at Village Square Leisure Centre Playschool try to prevent discipline situations from arising by having knowledgeable and experienced instructors that guide children through play and learning experiences. Each child is accepted on an individual basis as well at different levels of development and cultural backgrounds.

Throughout the program situations may arise where a child's behaviour is inappropriate. If such problems should arise the instructors will offer positive redirection, guidance and explanation at each child's level and then if needed by substituting a toy or engaging the child in some other activity. This positive direction should resolve any behaviour problems.

We as adults have expectations for behaviour that vary greatly from family to family and from backgrounds and cultures. Everyone has a role to play in raising healthy happy individuals; positive behaviour happens through positive environments and positive role modeling and by setting reasonable limits. Through this the child will gain positive self-esteem, acceptable problem-solving skills and to be able to develop to their fullest potential, socially, emotionally, physically, and intellectually.

The instructors and playschool supervisor will work closely with the parents/guardians ensuring that each child is treated with respect and privacy. Together in partnership with instructors and parent/guardian goals needed for each individual child will be developed.

Please note: In some cases, we may determine that a child may not be ready for the type of program we offer. In the best interest of the child we may recommend alternate programs and possibly withdraw your child from the playschool program. Together we can make a difference.

PARENT ETIQUETTE

Our playschool program teaches children how to deal with situations in a positive manner and we would like to extend that expectation to parent/guardians, as well. We need all adults to practice positive behaviours when dropping off and picking up their child. This includes using positive language when talking to children and adults alike.

Please do not use your time before, during or after classes to talk about behaviour incidents/situations that may have happened in class involving your child or other children, this only makes situations worse. Your child's instructor is available to discuss situations (keeping things confidential) or we are available to listen to situations and help find solutions that are in your child's best interest at a scheduled day and time.

TIPS FOR AN EASY TRANSITION FROM HOME TO PLAYSCHOOL

Some children may feel anxiety when leaving their parents; all our instructors are aware of this and will try to make the initial separation as easy as possible for both the child and parent.

Before your child's first day we suggest:

- Come see the facility so that your child knows where he/she will be going.
- Attend the **MEET THE TEACHER Thursday, September 10, 2020.** All classes will meet in their rooms at the below noted times. The teacher will share information about the program and provide an opportunity for parents to ask questions.
 - M/W/F A.M., and T/TH A.M. classes at 4:30 p.m.
 - M/W/F P.M., and T/TH P.M. classes at 6:00 p.m.
 - Saturday A.M. classes at 6:00 p.m. (Pineridge Room)
- Read books, talk positively about Playschool. Explain what will happen.
- Take your child to buy a backpack or snacks for their special day.
- Emphasize that they will have lots of fun.
- If you are feeling anxious, try not to show it to your child. They can "pick-up" on your feelings.
- Remind your child you will return every day to pick them up.

On the first day we suggest:

- Make sure your child has a good night's sleep and a hearty breakfast or lunch.
- Come to the classroom; take off coats and backpacks, and sign-in.
- Settle them down at a table or toy.
- Tell your child when you are leaving and that you will come back when Playschool is over; do not try sneaking out.
- If a child is unsure, leave a belonging of importance to you, i.e. keys, watch or a photograph of the family. It will help them to understand that you will be returning.
- Leave with a hug, kiss and a smile.
- Leave as quickly as possible! If you hesitate they will sense your worry or concern confirming their fears and escalating their anxiety.
- Please resist the temptation to peek back in the room or through the windows as it disrupts the class and will add to your child's anxiety if they see you.

If we feel your child is not settling, we will contact you. Stay in the Leisure Centre for the first half-hour if you have any concerns. Please resist the temptation to peek back in as it disrupts the class and your child.

Your child is our top priority. With these tips, we are sure that your child will quickly settle. Keep in mind all children deal with separation differently.

The instructors are available to field your questions and comments before and after class time. If you or your child have any concerns, it is important that you voice them right away. We value and welcome your input. Evaluations will be done throughout the year.

Remember to complete and hand in the Playschool Information Form to your child's instructors on or before the first day of class.

Should you have any additional questions or suggestions please feel free to contact the Playschool Supervisor at 403-366-3926.

We look forward to a successful and rewarding year with your child!



Playschool

September 2020

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 Family Time	18	19	20
21	22	23	24	25	26	27
28						

March 2021

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- Meet the Teacher
- Staggered Entry - 2 & 2.5 yr only
(teachers will confirm time of drop off & pick up)
- No Class
- Picture Day
- Graduation

- Supervisor.....403-386-3926
- Falconridge.....403-386-3991
- Monterey.....403-386-3992
- Pineridge.....403-386-3925
- Rundle.....403-386-3901
- Temple.....403-386-3978
- Whitehorn.....403-386-3983

Playschool Information Form 2020-2021

Please give this completed form to your child's instructor at MEET THE TEACHER or on the first day of class.

Course Code: _____ ___ 4 year class ___ 3 year class

Room: _____ ___ 2 ½ year class ___ 2 year class

Day(s) of the week: ___ M/W/F ___ T/Th ___ Sat

Time: ___ Morning ___ Afternoon

Participant Information:

Child's Name: _____

Date of Birth (yyyy/mm/dd): _____ Age: _____ Male/ Female (circle one)

Address: _____
Postal Code

Home Phone: _____ Language(s) spoken: _____

Email: _____

Parent/Guardian Information:

1. Name: _____ Relationship: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Occupation: _____

2. Name: _____ Relationship: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Occupation: _____

Emergency Contact: (other than the above parent/ guardian)

Name: _____ Relationship: _____

Home Phone: _____ Work Phone: _____

Pick Up:

The following individuals **ARE** authorized to pick-up my child from Playschool:

- Note: parents/ guardians must still pre- inform instructors as to who will pick up their child day to day.
- The instructor WILL ask the person to show them picture ID (if they have not met them before).

1. _____
Name of person Relationship to child

2. _____
Name of person Relationship to child

3. _____
Name of person Relationship to child

Allergies:

Dietary Restrictions: foods your child is not allowed to eat (including cultural and/or religious customs foods)

Challenges or needs: illness, disability, activity restriction, medication or fears that your child's instructor should be aware of:

Additional Information:

Does your child have any special interests and strengths? _____

Does your child have any brothers or sisters? If yes, what are their names and ages? _____

Does your child have any pet/s? If yes, what is their name? _____

Is there any other information that would be helpful for the teacher to be aware of that may affect your child? _____

Parent/Guardian's Signature: _____ Date: _____

(I have read the information contained on this page and have answered all of the questions to the best of my knowledge).

Personal information on this form is collected under the authority of the Freedom of Information and Protection of Privacy Act, Section 33 (c) (RSA2000) and is solely for the purpose of the City of Calgary Recreation safety awareness. For more information contact 3-1-1