

## Academic Programs Policies and Procedures

Mango's Place Academic Programs are for children ages three through five years of age. Our academic program follows the State of Ohio standards for language arts, science, social studies, math, music, and physical education. Our program emphasizes learning through play, exploration, and in an environment, which promotes a love of learning.

### ***Preschool Prep***

***Tier 1 (3's) Must be 3 by September 30<sup>th</sup>.***

**Readiness Requirements:** Preschool readiness is when your child is developmentally prepared for preschool. Factors that may influence preschool readiness include age, social-emotional maturity, ability to handle simple self-care tasks, potty trained, and other academic and physical skills.

How do you know if your child is socially and emotionally ready for preschool? Prior to signing up for the program please check the following:

- Preschoolers need to have a level of comfort when they are separating from their parents. The key is that they can be dropped off at preschool and not be filled with panic. Separation anxiety is part of a child's development and our Mango's classroom is a great place to start working through this process.
- Preschoolers should have some knowledge of self-care, including putting on their shoes and their coat. They also should know how to pull up and fasten their pants as well as wash their hands.
- Your child will need to have the ability to communicate their needs. Ideally, the teacher should be able to understand a child's needs, through verbal communication.
- Potty trained requirements: Your child should be well on their way to being fully potty trained.
  - Come to class wearing underwear or pull-ups with the tabs.
  - Capable of asking for assistance when they need to potty.

Each child will be assessed within the first 30 days of preschool to ensure they are ready to embark on the journey of learning with their peers. If a child needs a little more time, and not quite ready for preschool, we offer a more relaxed structured environment in our Mango's classroom. Please inquire for more information.

***Please Initial: x\_\_\_\_\_***

Mango's Place

**Preschool**

**Tier 2 (4's) Must be 4 by September 30<sup>th</sup>.**

- Your child will need to have completed all the requirements from tier one along with the following:
- Your child should be capable of following simple directions, help to clean up, follow snack guidelines, walk in a line with the rest of the class, and do other assorted jobs.
- Peer socialization. Think about how much they have socialized with other children as well as whether they can interact with other children in appropriate ways. Observing how well they play and interact with siblings, neighbors, and cousins can provide some insight, too, in determining preschool readiness.
- Must be completely potty trained.

**Please Initial: x** \_\_\_\_\_

**Pre-K**

**Tier 3 (Pre-K) Must be 4 by September 30<sup>th</sup> and planning to attend kindergarten the following year.**

- Your child will need to have completed all the requirements from tier one and tier two along with the following:
- Your child will need to be heading to kindergarten for the following school year. It is important to start looking at your kindergarten options a year prior to signing up. Many school districts have time restrictions and birthdate requirements. So, start now!
- Must be completely potty trained.

**Please Initial: x** \_\_\_\_\_

**Registration:** Every child must be registered as a Mango's Place member before enrolling in one of the academic programs. Please see the front desk or visit our website for enrollment information.

**Non-Refundable Deposit:** Once you become a member of Mango's Place there will be a \$85.00 deposit due when registering for our programs.

**Arrival and Pick-up:** Your child's classroom door will open five minutes prior to the class start time, and you will have a five-minute grace period for picking up at the end of the class. (Past the five-minute grace period your child will move to our Mango classroom. You will need to go to the front desk to pick up your child and pay the hourly rate). If you need additional time prior or after preschool, please make a reservation in our Mango's classroom. Visit our website for more information about our flexible scheduling.

**Please Initial: x** \_\_\_\_\_

**Absenteeism:** In any event that your child will be tardy or absent from class, please email your child's teacher by 8:45 a.m. that morning. There are no make-up days.

## Mango's Place

**Schedule and Holidays:** Holidays and school breaks will be marked in our yearly calendar overview.

**Winter weather:** Our academic programs are not affected by local school closings or delays. However, programs will be canceled if our county goes to a level 2 snow emergency or Mango's Place closes due to a weather emergency.

**Tuition:** The Mango's Place preschool program is a full school term commitment. The cost of preschool is determined yearly. Preschool payment does not cover any care during Preschool break weeks, snow days or holidays.

- Tuition is due by the 1st of each month.
- A late fee of \$15.00 will be applied to your monthly tuition when tuition is paid past the fourth of the month.
- If an unpaid balance exceeds more than 30 days, your child's place in the program will be withdrawn.
- The \$85 deposit is **nonrefundable**. Any tuition fees paid are **nonrefundable**.

**Un-enrollment:** A 30-day notice is required for un-enrollment from all programs. If you choose to re-enroll in Mango's Place preschool program, you will be required to pay the preschool deposit and tuition for the months you have missed.

**Please Initial:** x \_\_\_\_\_

**Class Trips:** During the school year, there are a few field trips planned and state licensing regulations require one adult accompany their child. A parent can volunteer to chaperone another child or children; however, that adult will be responsible for the safety of the children in their care.

I have reviewed and received a copy of Mango's Place Preschool Policies and Procedures

Parent/Guardian signature \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## Curriculum Overview

Mango's Place is dedicated to the philosophy that each child is unique and accept children at their current stage of development. It is our intention to nurture the development of the whole child- physical, emotional, social, and cognitive growth- through a play-based, structured environment that simulates and nurtures a young child. While learning through play and group activities, each child will explore the areas of language, math, science, music, and art in an environment that promotes a love of learning.

### Program Highlights

We have created our own preschool curriculum tailored to the state of Ohio standards which include language arts, science, social studies, math, music, & physical education.

- Our classes will emphasize the classroom experience; learning how to function in a space as part of a group, classroom routines, responsibilities, listening and social skills as well as manners.
- In addition to the classroom experience our students will work on kindergarten readiness, including the areas of fine and gross motor skills, literacy and language development, math, and science.
- Teachers incorporate many of the same assessment skills that are used for kindergarten readiness assessments as well as the language, so children are familiar with language and tasks.
- A monthly calendar will be provided to parents outlining the themes and skills that are the focus of that month.
- We will use many different methods of informal assessment including observation, work samples, performance, and one-on-one assessments.