

# INFORMATION PACKET

## Little Sunbeams Preschool

A Reggio Emilia Inspired School

Little Sunbeams Preschool is located at 4850 N. Litchfield Road; Litchfield Park, AZ.  
We are open Monday through Friday from 7:00am to 6:00pm.

**Preschool service for children 2 to 5 years of age; school age children served only for extended care and summer camp.**

### **Available Services**

Traditional calendar (August-May, 184 days) OR Year-round (August-July, 250 days)

Morning preschool: 8:00am – 12:00am Monday-Friday, MWF, TTH

Afternoon preschool: 11:30am – 3:30pm Monday-Friday, MWF, TTH

Extended Care Monday through Friday; 1-5 hours per day

Dance Lessons Weekly lessons

Summer Camp Jun 11-Jul 20 (M-F/8:00-12:00), for Little Sunbeams students not in a year-round calendar and school-age students

### **MISSION**

Little Sunbeams Preschool will help children in Litchfield Park and its surrounding communities experience daily success. We will provide caring adults, an inviting environment, and a child-centered program in order to equip children with a love for learning and with an ability to make learning visible in their own unique way.

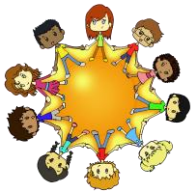
### **Philosophy**

Little Sunbeams Preschool believes that children can make learning visible in a hundred ways and more. When children are encouraged by caring adults and given an environment where they explore and develop daily insights based on their own interests, ability, and needs; then children gain confidence, taste success, and shine with joy because they experience personal victories! This philosophy is shaped and inspired by the world-renown Reggio Emilia approach, named after its city of origin in northern Italy. Loris Malaguzzi, the founder of the Reggio-Emilia approach illustrates this philosophy in his poem.

Where every child shines in 100 ways and more!

4850 N. Litchfield Road, Suite 105 | Litchfield Park, AZ 85340 | (623) 935-0422 | [mylittlesunbeamspreschool.com](http://mylittlesunbeamspreschool.com) | [info@mylittlesunbeamspreschool.com](mailto:info@mylittlesunbeamspreschool.com)

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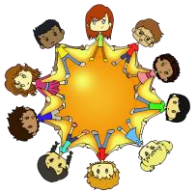
## ***The Hundred Languages of Childhood***

The child is made of one hundred.  
The child has a hundred languages, a hundred hands, a hundred thoughts,  
a hundred ways of thinking, of playing, of speaking.  
A hundred, always a hundred ways of listening, of marveling of loving  
A hundred joys for singing and understanding  
A hundred worlds to discover, a hundred worlds to invent, hundred worlds to dream  
The child has a hundred languages  
(and a hundred hundred hundred more)  
But they steal ninety-nine.  
The school and the culture  
Separate the head from the body.  
They tell the child to think without hands, to do without head,  
to listen and not to speak, to understand without joy  
To love and to marvel only at Easter and Christmas  
They tell the child to discover the world already there and of the hundred  
They steal ninety-nine.  
They tell the child that work and play, reality and fantasy, Science and imagination,  
Sky and earth, reason and dream  
Are things that do not belong together  
And thus they tell the child  
That the hundred is not there  
The child says: NO WAY the hundred is there--

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### **Ten Curriculum Foundations**

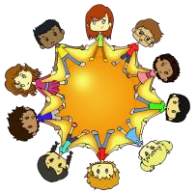
As a Reggio Emilia school, Little Sunbeams sees learning as a process which is on-going and constructed through the collaboration, interactions, and communication between entities in school, home, and the community or **the child's three teachers**. The following foundations and principles shape Little Sunbeams Preschool curriculum and target the main **protagonists** of learning, children.

1. Children are capable of demonstrating, storing, and organizing learning in various ways and levels.
2. Children are capable of choosing how they learn.
3. Every child is unique and has the ability to impact the learning of others.
4. Parents are the child's first teachers.
5. Parents are capable of impacting learning in schools.
6. Classroom teachers are observers, documenters, and facilitators.
7. Classroom teachers develop learning experiences based on student interests.
8. The environment is the child's third teacher.
9. A safe, clean, organized, and beautiful environment enhances the learning process for children.
10. Children, parents, and teachers can make learning visible each day through various mediums (languages), such as drawings, paintings, sculpture, role-playing, poetry, writing, singing, interactive journaling, and constructions, to name a few.

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### **Five Principles**

#### *Emergent Curriculum*

We believe that children's natural ability as learners is enhanced when learning is self-initiated and incorporates own interests, styles, and needs. Themes and daily lessons are developed strategically from the observations in everyday-interactions among students, teachers, and parents.

#### *Representing Learning*

Essential to the Reggio Emilia approach is the opportunity a child is given to represent his or her experience in the learning process in his or her own way. Tools such as art mediums, language, drama, music, movement, and other materials in the environment are accessible to all children to help them express and make their learning experience visible each day.

#### *Meaningful relationships*

We believe that cognitive development is advanced when children are consistently interacting with peers, teachers, and parents in positive, constructive, and collaborating ways. As children are encouraged to dialogue, record and share observations, compare outcomes and ideas, and solve problems through group work as well as home/community-based activities, they form meaningful as well as lasting and trusting relationships.

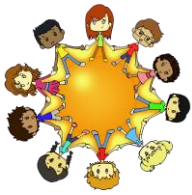
#### *Teachers as learners*

At Little Sunbeams Preschool, teachers are naturally inclined to learn more as they embark in facilitating children's new discoveries and learning. Teachers are constantly investigating best practices to promote in children more curiosity, more "languages" for expressing and representing daily learning.

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### *Documentation*

Documenting key observations, progress, creative representations, and verbal expressions is crucial as we want to impact the learning of children as well as our own learning as teachers. Daily journals, photographs, and formal assessments are a few of several tools we use to help us reflect on the process, cycle, and patterns of learning and teaching.

### *The Learning Environment*

In the Reggio Emilia approach, the environment is a child's ***third*** teacher. As such, it needs to integrate elements that target cognitive, social, linguistic, and physical development. At Little Sunbeams, we take careful measures to ensure our environment displays and highlights student creations; incorporates natural materials that allow children to manipulate, appreciate, and respect what nature offers us; and is organized in ways that promote beauty, invite children to choose with a purpose, and provoke children's curiosity and creativity.

### Atelier (studio)

At the heart of our school program is the atelier. It is the place where our little sunbeams can explore, experiment, and express learning and creativity with numerous art mediums including clay, paint, water colors, pastels, beads, fabric, etc. They may choose to be self-directed to work on self-initiated projects or be guided by our ***Atelierista (studio teacher)*** to represent investigations meaningful to the child and his peers.

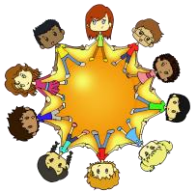
### Mi Casita

Our picket-fenced playhouse is equipped with baby dolls, carriages, dress-up clothes, and kitchen toys to stimulate dramatic play. *Mi casita* also turns into a stage for a number of performances children participate in during the year to share with our

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parents: The Thanksgiving story, Christmas program, Mother's Day dance recital, and end of the year Graduation.

### Nature

Is a Science-enriched center where children are invited to manipulate elements from nature: window garden to monitor, observe, and report; water and sand for tactile and sensory stimulation; rocks and pebbles for weighing, measuring, and patterning.

**Nature** also houses a few favorite (safe) friends: guinea pigs, turtles, fish, etc. Children love to pet, and feed our friends!

### Calendar Centers

This center is found in our Spanish and in our English classrooms and it's the gathering place for circle time. It displays calendar numbers, weather symbols, birthday pictures, counting tally marks or items, pattern pictures. They come equipped with "pointers" for children to play "teacher" during independent play time.

### Construction Zone

Blocks, connecting cubes, gears, rods, geoboards, pattern blocks, lacing pictures, and lots more manipulatives for children to create structures while developing important skills in patterns, problem solving, designing, and fine motor abilities.

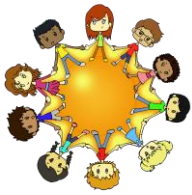
### ABC Centers

Little Sunbeams integrates a whole language approach by emphasizing the development of all the components of language: speaking, listening, reading and writing. The ABC centers are designed in both English and Spanish and serve as an area for direct teaching as well as independent learning. It's equipped with a calendar, letter and number charts, flashcards, puzzles, writing tools, puppets, books, "pointers" word wall. This center is the perfect spot for children to play "teacher".

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### Music Corner

Musical instruments are displayed accessibly for children to explore and manipulate: noise makers, shakers, maracas, cans, rhythm sticks, toy keyboard, and a baby grand piano. A great place to gather and have a sing-a-long or a musical parade!

### Library

Every room in Little Sunbeams Preschool has a dedicated corner for reading, which displays books that enforce themes of study, as well as favorite books children love to read over and over again! However, the majority of our books will be found in our library. It houses English and Spanish books, books authored by children, books on tape, and books appropriate for all children. Every child picks a book or two (one in each language) to read at home each night and record in a monthly log; a daily routine children love to do!

## ***Curricular Overview by Age Group***

### **Early Preschoolers (Two-year-olds)**

Our early preschool curriculum focuses on involving your child in discovering his/her environment through our engaging centers, namely water/sand, music & movement, dramatic play, literacy, atelier, and construction. Each of these centers is designed to channel two-year-olds' energy and curiosity toward discovering important elements in our environment such as water, soil, sound, movement, shapes, and language.

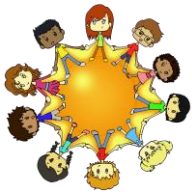
### **Preschool (Three-year-olds)**

Little Sunbeams preschool curriculum focuses on exploring themes of your child's own interests, listening to your child's questions, and developing readiness skills for Preschool success. Your child will develop a strong sense for his/her natural languages of learning, and strengthen communication skills. Several learning centers will give your child an opportunity to explore in more depth cognitive principles such as numbers, sequencing, designing, constructing, and patterns.

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### **Pre-Kindergarten (4-5 year-olds)**

The emphasis in the Pre-Kindergarten curriculum is to develop fine motor skills, and literacy skills for success in Kindergarten. Your child will continue to experience project-based learning using various forms of expressions to document their learning such as sculpting, painting, drawing, dramatic plays, poetry, and writing.

### ***Other Key Curriculum Components***

#### **Spanish program**

- All children will participate in a 45 minutes to 1 hour Spanish class each day. This class includes circle time and literacy. However, we believe that student's everyday language in Spanish will be developed more fully while Spanish continues to be the main language of communication during off-class time such as recess, snacks, and lunch. Parents may choose this option upon registration.

#### **Dance lessons**

- A ballet/modern dance class is available once per week at no additional cost.
- Children will have a recital each year on Mother's day to display their dance performance abilities.

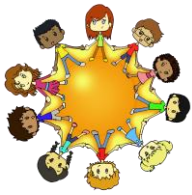
Children will be assigned to classes based on their age as of September 1 and they will stay in that class until the conclusion of the year. However, should a class not reach a capacity of 6 or more, Little Sunbeams Preschool reserves the right to cancel the class and move enrolled children to another class. Mid-year enrollment is upon availability only.

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### Classes

Early Preschool            Two years old

Preschool                    Student must be 3 years old by September 1 and fully toilet trained

Pre-Kindergarten        Student must be 4 years old by September 1

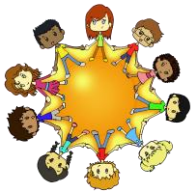
-Parents must provide a daily lunch if child is present during our lunch time: 11:30-12:00 and dinner if the child has an extended schedule past 5:00 pm. All parents will provide one snack per month for the class. A calendar will be provided.

-Children on diapers: parents provide diapers, wipes, and disposable gloves.

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## 2017-2018 Tuition Information

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### **Tuition is based on the following options:**

**1. Tradition calendar: 184 days, 10 monthly payments per year (August to May)**

**2. Year-round calendar: 250 days, 12 monthly payments (August to July)**

**3. Weekly schedule:**

2 days per week: Tuesdays & Thursdays

3 days per week: Mondays, Wednesdays, & Fridays

5 days per week: Monday through Friday

**4. Half day schedule:**

Morning, 8:00-12:00 OR Afternoon, 11:30-3:30

Customized hours

**5. Extended hours: 1- 5 hours after your half day schedule.**

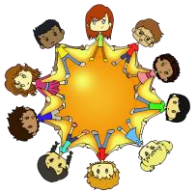
### ***Additional tuition information***

- A non-refundable registration fee of \$100 is due upon registration
- Tuition is due monthly by the first day of the month whether this day falls on a school day or not
- Tuition is non-refundable except when an official withdrawal form provides a 2-week notice.
- \$45 fee for any changes made to enrollment after registration
- \$15 late payment fee if payment is received after the 4<sup>th</sup> of each month.
- A student attends after the 4<sup>th</sup> only when the monthly tuition is paid or when a drop-in rate is paid on the day of service
- Drop-in rates are available upon reservation and availability. A 24-hour advanced notice is required. See "Statement of Services" for cost.
- Drop-in payment is due on the day of service.
- Unplanned extended care (early drop off or late pick-ups without a 24-hour notification) is due on the day of service: \$1 per every minute outside of the contracted time.
- Missed days or hours are not made up or credited for preschool tuition or extended care rates
- 10% discount for tuition paid for the year
- 10% discount for a second child

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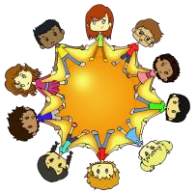
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- 10% for current military service, an ID must be on file
- 10% discount for Little Sunbeams Preschool Employees
- Scholarships are available for the first year providing 10-30% discount to qualified families with more than one child enrolled. A scholarship application is required.
- Only one discount applies per family.

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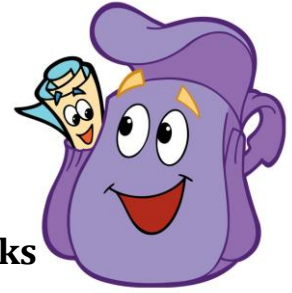
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## SUPPLY LIST



**1 Extra change of clothes, including shoes & socks**

**Sunglasses**

**Cap or hat**

**1 toothbrush**

**1 tube of toothpaste**

**1 cot for napping (if full day)**

**1 crib-size mattress cover or flat sheet (if full day)**

**1 crib-size blanket (if full day)**

**If not toilet trained (2 year-olds), bring a monthly supply of diapers, wipes, & disposable gloves**

The items below are already in stock at our school; however, the numbers are never enough when we have little ones that we want to keep always clean and motivated with plenty of hands-on materials! Please take a look at the following list to see if there's anything that you might want to donate. This list is not a requirement:

Clorox wipes, baby wipes, hand sanitizer, liquid hand soap, zip-lock bags (any size), cotton swabs, cotton balls, paint brushes, sponges, paper towels, toilet paper, plastic spoons, napkins, clay, water-based finger paint, popsicle sticks (any size), pipe cleaners, tissue paper, sand, soil, seeds, OR anything you think your child enjoys to work with and would like to have plenty of at school!

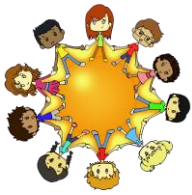
We also welcome any recyclable materials: toilet/towel paper tubes, large glass jars, shoe boxes, toys, wicker baskets, newspaper, pine cones, plants, etc.

**IMPORTANT NOTE:** All personal items above will be stored at the school permanently. Label them with the student's full name and secure items in plastic zip-lock bags. Please, also label any other personal item that comes to school.

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