



Rocking Horse Academy

WELCOMES you to TROTTERS

WELCOME TO THE TROTTER CLASSROOM. We are very excited to have you in our classroom. The Trotter class is a Pre-kindergarten classroom designed to prepare the children for entering Kindergarten next year. The class consists of four-year-olds that will turn five during the academic school year. We have a student-centered classroom which utilizes *Scholastic's Big Day Curriculum*. As part of a Texas School Readiness grant, we will also be conducting student assessments at the beginning, middle and end of the school year. This curriculum is aligned with the *Texas Prekindergarten Guidelines* which can be found on the TEA website (Texas Education Agency). My biggest priorities, as the lead teacher, are to give the children the love, support and modeling that will help them mature and develop a healthy self-esteem, while at the same time challenging them academically and preparing them for Kindergarten.

COMMUNICATION

trotters@rockinghorseacademy.com

COMMUNICATION PLATFORM

As technology advances, so does the software available for Childcare Centers to communicate with families. Rocking Horse Academy subscribes to Procure. We use tablets in our classrooms to help us stay in touch with our families. It is essential that every family has an email address in order to receive notices and information from our teachers. Procure also has a convenient APP for your mobile phone devices. Below is a list of features offered on Procure.

FAMILIES	TEACHERS
<ul style="list-style-type: none">• Receive photos videos, notes by email• Download or share photos and videos of your children• Receive emergency alerts by text message• View your children's portfolio using our mobile application	<ul style="list-style-type: none">• Share photos, videos, notes to families throughout the day• Record meals, activities, naps, and more to daily reports• Post lesson plans• Take attendance• Record classroom visitations• Mark children sick or on vacation• View medical and birthday reminders• View child allergy and emergency information• View guardian and medical information

The Procure system is our way of ensuring safety and providing communication for all our staff and families. Families may also send a note to the teacher letting us know anything that might help us to understand your child better or be more observant. If your child didn't sleep well last night or he/she is excited that Grandma is in town visiting, we need to know that information, so we might have more insight into your child's moods or behaviors that day.

Communication between families and the child's teacher is vital. As a team of teachers, we try very hard to communicate with each other about what might occur before or after our shifts. The more you tell us about your child's personality and how you manage behavior, the better we can partner with you. If you want to call for any reason, the best time is from 1:40-2:10 while the children are napping. Our number is (512) 405- 3700.

EARLY GOALS

- ✧ Phonological Awareness-ability to detect sounds in language without thinking about the meaning
 - ✧ Letter Knowledge-recognizing the letters of the alphabet
 - ✧ Number knowledge-recognizing and using the numbers 1-20
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LONG TERM GOALS

- ✧ Recognize and write each letter of the alphabet, both uppercase and lowercase
 - ✧ Begin blending letter sounds to make words
 - ✧ Count to 100
 - ✧ Continue to build fine motor skills with activities that involve cutting, coloring, drawing, and manipulating small items such as beads.
 - ✧ Categorize items using multiple criteria
 - ✧ Recognize and build patterns
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CLASSROOM SUPPLIES

We are asking for the following items for each child:

- Water bottle with a twist top filled with fresh water daily
- Sunscreen-non-aerosol or spray (permission slip required)
- Crib-sized sheet and small blanket (travel-sized pillow optional)
- Collapsible bag for nap items on Fridays

- ☑ 2 sets of extra clothing, including socks, tops, and shorts/pants-weather appropriate. Be sure to change with the seasons.

PLEASE LABEL EVERYTHING YOU SEND TO SCHOOL

CLASSROOM GENERAL RULES

- ✦ Take home your water bottle each day to clean and refresh it with water of your choice (Water bottles may only contain water, please NO juice, Kool-Aid, Gatorade etc....)
- ✦ Crib-sized sheet and small or travel-sized blanket should be brought on Monday and taken home every Friday to wash.
- ✦ Apply sunscreen in the morning before arrival. We will apply the sunscreen in the afternoon.
- ✦ Check your child's folder daily as this will have your child's behavior for the day as well as any important notes from the teacher or director.

REMINDER OF RHA RULES:

- ▶ Closed-toed shoes are required. They reduce the risk of injury, specifically on the playground.
- ▶ No food from home after 7:15 am. Food will be removed by 7:30 am.
- ▶ No toys from home.
- ▶ Drop off must be by 10:00 a.m. Any child who comes after that time. must have a Doctor's note or permission from the Administration. After 10:00 a.m. please check with the front desk before proceeding to your child's classroom.

CUBBIES AND HOOK

Your child will have one cubby and one hook in the classroom. The cubby is next the door when you arrive and is used for holding student supplies and work. The hook on the back wall is used to keep jackets when the weather becomes cool. **Please label your child's items.**

EATING

You may bring breakfast for your child if dropping off before 7:15 a.m. We will remove all food from the tables at 7:30 a.m. No outside food is allowed after that time. We serve our morning snack at 9:00 a.m. Lunch begins at 12:00 p.m. You may bring your lunch and we can heat anything up in the microwave, or you can purchase a lunch from our kitchen. Our afternoon snack is served shortly after nap around 3:20 p.m.

If your child has special dietary needs, please let us know. **If your child has a dietary restriction or food allergy, you must provide written verification from a physician or a registered or licensed**

dietician. RHA will not provide nutrition for dietary restrictions or allergies. Instead, you will need to provide alternate nutritious food options for snacks and lunch daily. We will post a sign in our classroom noting your child's food allergy/dietary restriction and include a picture of your child. At this age, we serve 2% milk to the children. Please do not pack juice, Kool-Aid, Gatorade, etc.... for lunch. We will provide all children with milk and water during lunch.

NAP

We nap between 12:30 and 2:30 p.m. We lower the lights and play soft music. We understand that by this age some children no longer nap. During the first half of nap, the expectation is that every child will rest his/her body; however, by 1:30 any child who is not asleep may read books on his/her cot. Our children sleep on nap cots and families are asked to provide a crib sheet and travel-sized small blanket for naptime. You may also bring a small pillow.

Please bring fresh linens every Monday and take them home on Fridays to be washed. Rocking Horse Academy does not have extra sheets to provide our classrooms when linens are forgotten.

RECESS

Our Prekindergarten classrooms have two recess times built into the day, one in the A.M. (10:45-11:30) and one in the P.M. (2:45-3:15). We adhere closely to these times as long as weather permits. In the case of extreme heat or extreme cold, we limit our outside time to shorter intervals. For example, if it is in the high 90's we may go out for 10-15 minutes take a 10-minute water break inside and then return outside for another 10 minutes. Please remember to bring a water bottle with fresh water, labeled with your child's name EVERYDAY as it is essential that the children take water breaks during recess.

ILLNESS POLICY

When your child shows certain symptoms to indicate he/she might not be feeling well, we will first give you a courtesy call to let you know what we are observing. If the child has a fever, diarrhea, or vomiting as per our policy and minimum state standards, we will ask you to pick up your child immediately. Our policy allows you 90 minutes to pick up your child once we begin trying to make contact. We do have a 24-hour return policy that states the child must be symptom free for 24 hours before returning to Rocking Horse. The only exception is a Dr.'s note for your child's return before the 24-hour period expires. Please call us and let us know if your child is ill with a contagious disease so we can post a notice to let other families know about the illness.

INCIDENT REPORTS

In the case of a minor injury, such as a bumped head, skinned knee, etc.... the classroom staff who was present will fill out an incident report with the date, time, description of the incident as well as sight of the injury. These will be on the clipboard at pickup for a signature from the child's guardian. We must keep documentation of any and all incidents that shows that the guardian was informed. After the incident report is signed a copy will be made for your personal records and placed in your child's daily folder. Please see the Family Handbook for information on more severe injuries. Be assured you will be notified immediately if an injury is more severe than the teacher is comfortable with.

BEHAVIOR MANAGEMENT

Our behavior management system focuses on positive reinforcement, re-direction, and student accountability. (It is also the same system used in most elementary schools, helping to prepare students for next year.) Students will be made aware of the school's policies and procedures on a regular basis. Once the classroom expectations are in place, the student will be expected to act appropriately. We frequently reward and notice positive behaviors, drawing attention to students who make good choices. All students will start their day on green. When a student forgets our rules and/or isn't listening, he/she will be redirected, reminded and/or given a warning. If the student continues to make inappropriate choices after his/her warnings, the student will move his/her clip to yellow. If the child's behavior improves, he/she will be able to earn the right to move his/her clip back to green. If the student continues to not listen or follow rules, he/she will then move his/her clip to red. Once on red a note will be sent home explaining the child's behaviors. With appropriate behaviors, the student will always be able to return to green. Time Alone is used when the behaviors warrant. The student will sit apart from friends for up to 1 minute per year of age or until the student is "ready" to rejoin the group.

TROTTER AND BRONCO BENCHMARKS

<p><u>Social Studies</u> Know and use directional words Identify community helpers and their jobs Understand the concept of voting Identify and compare customs and traditions Identify human needs and how to meet them Learn to recite the Pledge Identify the US and Texas flags Learn and identify historical figures Understand rules of home, school, public places</p>	<p><u>Language</u> Write and recognize name Know and recognize all letters of the alphabet (upper and lower case) Know opposites Learn letter sounds for the alphabet Know book etiquette Read, write, and spell high frequency words Make predictions, summarize, and sequence stories Know and can identify rhyming words</p>
<p><u>Science</u> Use senses for observation and experimentation Compare and contrast Predict and reflect on outcomes Use science equipment Create graphs to find patterns and chart results Identify components of the natural world Observe and identify the weather and seasons</p>	<p><u>Social Interactions</u> Work cooperatively in small groups and large groups Play well with others as well as independently Be able to share Express feelings with words Work with teacher one-on-one Adapt to daily routines Learn appropriate ways to approach and communicate with other children in the classroom Participate in class discussion</p>
<p><u>Mathematics</u> Draw shapes independently Identify numbers to 30 Count to 100 Identify and complete AB, ABC, ABBA patterns Know money and denominations Learn basic addition and subtraction skills Use and understand measuring tools and graphs</p>	<p><u>Physical</u> Throw, catch, dribble, kick balls Climb, jump, hop, skip, run, gallop, and dance Learn to walk backwards Run with arms in opposition Engage in obstacle courses and parachute play Learn to balance Roll, army crawl, tumble, crab walk ...etc.</p>