

Triad Local Schools



Preschool

2022-2023

Parent/Student Handbook

Located at:

Triad Elementary
7920 Brush Lake Road
North Lewisburg, OH 43060

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TRIAD SCHOOLS							2022-2023							PRESCHOOL CALENDAR						
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Monday/Wednesday</p> <p>Tuesday/Thursday</p> <p>M/W T/TH</p> <p>72 days 72 days</p> </div> <div style="width: 50%;"> <p>▲ ALL Bldgs Parent/Teacher Conf. in the PM</p> <p>□ No School for Students - Teacher PD/Work Day</p> <p>▲ No School - P/T Conf. Exchange Day</p> <p>X No School - Holiday Observed</p> <p>X No School</p> </div> </div>							<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"></div> <div style="width: 50%;"> <p>■ screening days</p> </div> </div>													
JULY 2022							AUGUST 2022							SEPTEMBER 2022						
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10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30	
31																				
OCTOBER 2022							NOVEMBER 2022							DECEMBER 2022						
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9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	▲	X	X	26	18	19	20	21	22	X	24
23	24	25	26	27	28	29	27	28	29	30				25	X	X	X	X	X	31
30	31																			
JANUARY 2023							FEBRUARY 2023							MARCH 2023						
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8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11
15	X	17	18	19	20	21	12	13	14	15	16	17	18	12	X	X	X	X	X	18
22	23	24	25	26	27	28	19	X	21	22	23	24	25	19	20	21	22	23	24	25
29	30	31					26	27	28					26	27	28	29	30	31	
APRIL 2023							MAY 2023							JUNE 2023						
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23	24	25	26	27	28	29	28	X	30	31				25	26	27	28	29	30	
30																				

School Day Times: 8:35-3:25



Welcome Triad Families!

PROGRAM OVERVIEW

Our program is available to preschool children aged three to five (not eligible for Kindergarten) who are delayed in one or more areas of development. The activities in the program are age appropriate and intended to facilitate the goals of the preschool program and the individual education plans of each child. Goals within our curriculum reflect the philosophy of serving children according to their needs and to educate children who have been identified with special needs in a setting that includes typically developing peers. These interactions provide benefits for all children in the areas of social interaction, modeling and developmental progress.

ELIGIBILITY / PHILOSOPHY / GOALS

ELIGIBILITY

Children are identified according to Federal and State rules and regulations set forth under Public Law 94-142 (Education of the Handicapped Act, 1975) and Public Law 99-457 (education Amendments, 1986). Assessments to determine if a child qualifies for special services are completed prior to entrance into the program.

In order to qualify for special education services, children must have documented deficits in one or more of the following areas:

- COGNITIVE ABILITY
- MOTOR FUNCTIONING
- COMMUNICATION SKILLS
- SOCIAL EMOTIONAL/BEHAVIORAL FUNCTIONING
- ADAPTIVE BEHAVIOR-SELF HELP SKILLS.
- SENSORY IMPAIRMENT-SUCH AS VISION OR HEARING
- COMBINED SENSORY IMPAIRMENT.

Once the evaluation is completed and eligibility for services determined, members of the assessment team meet with the parents to develop an Individual Education Program (IEP). The IEP outlines goals and objectives stressed for that child. The IEP is reviewed and rewritten each year with the help of parents. The assessment process includes:

- Standardized, norm-referenced test (which compare your child's functioning with other children of the same age).
- Criterion-referenced or curriculum-based assessments (which describe your child's behavior during preschool activities).
- Interviews with parents, teacher or past service providers.
- Observations of the child in different activities and settings.

PHILOSOPHY

We believe that preschool education for children with disabilities should provide developmentally appropriate education. To meet the needs of these young children, educational programming, practice and materials are developed to enable them to participate in an integrated environment with typically developing children. Differing levels of ability are expected, appreciated and used to design appropriate learning activities.

We believe that educational programming for children with disabilities should provide exceptional, appropriate practices as well. A developmental sequence is used with all children, which begins instruction at the point of each child's level. Children will be provided learning opportunities and instruction to develop physical, cognitive, social, emotional, language, self-help and aesthetic areas through modification of the educational setting, materials, activities and teaching strategies.

We believe in the celebration of childhood by all and for all. Childhood is an important phase of life in its own right. We believe in the child's right to experience a childhood filled with curiosity, exploration, wonder, play, discovery, excitement, fun, happiness, self-worth, nurturance, creativity, trust and make-believe. Children need time to be children!

PROGRAM GOALS

The curriculum of the District's Developmental Preschool Program for Children with Disabilities reflect the following goals and objectives:

1. To provide developmentally appropriate activities and materials for children.
2. To engage children in activities exploration and interaction with adults, other children and materials.
3. To teach children to respect and take delight in individual differences.
4. To enable children to develop across the physical, social, emotional and language areas.
5. To encourage development of good self-concept (accurate perception of oneself) and positive self-esteem (value placed on oneself).
6. To include a balance of active and quiet play during individual, small group and large group activities.
7. To provide a play-based, "hands-on" approach to learning that encourages every child to participate and learn using a variety of instructional methods and strategies.
8. To involve children's families in the program and make resources available to them.
9. To include parents in transition planning as children enter and leave special education preschool services.
10. To report children's progress through communication reports, district wide conferences and for children with an identified disability quarterly reports and an annual IEP meeting.

ADMISSION / REGISTRATION

The Triad Local School District strives to ensure the most children possible are allotted an ECE educational experience. A minimum of two screenings will take place during the school year (Fall and Spring). After screening, the ECE team will go over results and utilize the following ranked criteria for admission:

1. Suspected disability / student currently identified as having a disability.
2. Chronological age (oldest first).

Peer Models will:

- Be 3-5 years old
- Provide the children with special needs with appropriate peer interactions while benefiting from an affordable, high-quality preschool program
- Be toilet trained
- Exhibit age-appropriate social and communication skill development as determined by a screening session.

After a ranking order has been created, all allocated spots will be filled. Students who do not obtain an initial spot within the ECE classroom will be put on a waitlist. The list will be utilized to determine who would be the next student enrolled, should a spot become available.

The following requirements must be met before acceptance into the program.

1. Complete enrollment packet and provide necessary paperwork.
2. Participate in a screening process.
3. Fulfill requirements of paperwork (physical, Final Forms, etc)

TUITION

For typically-developing peers, tuition is \$180 per month. Tuition is due on the 10th of each month, September through May. You may enclose the tuition check in an envelope and send it to school in your child's school bag. You will receive a receipt from the school for each payment. You can also make payments online at <https://www.payforit.net/Login.aspx> You will be able to create an account for your child and set up auto payments if you choose to do so. We do not make refunds for sick days or snow days. Non-payment will result in your child's termination in the preschool program.

TRANSPORTATION

Please contact Neil Laughbaum, Director of Transportation/Operations if you have questions or changes. 937-826-3102 Ext 3004

STUDENT DISCIPLINE

PRESCHOOL LICENSING RULES (ORC 3301-37-10)

One of the goals in working with young children is to help them feel comfortable with themselves and others. In order to do this, a child must learn self-control and responsibility. We strive to guide children to more mature and socially acceptable behaviors. There are many ways that we help the child recognize alternatives and consequences which affect themselves and others. We DO NOT use cruel or harsh punishments such as spanking, pinching or shaking. Nor do we withhold food, rest or toilet use. Children will not be disciplined for failure to eat, failure to sleep or for toileting accidents. As adults interested in developing self confidence in children, we do not use techniques that humiliate, shame or frighten children. Some of the ways we DO guide children to more appropriate behavior include:

1. We practice preventative discipline by recognizing the age level characteristics and the needs of individual children as we plan the learning environment to meet these needs including:

- Providing many choices of play equipment and activities.
- Viewing the health and safety of the children as a primary concern at all times.
- Attempting to clearly define limits and consistently and fairly maintain them.
- Allowing children time and opportunities to solve problems for themselves.
- Stating suggestions or directions in a positive manner.
- Providing outlets for expressing feelings or tension.
- Reward positive behaviors we want to see continue.
- Warning children before transitions occur.

2. In dealing with ongoing classroom conflicts we guide children by:

- Reinforcing other children while ignoring the child's inappropriate behavior.
- Pointing out natural or logical consequences.
- Redirecting children to another activity or play area.

3. The following method is used if preventative and less intrusive discipline measures are not working.

- Remind the child of the specific rule he/she needs to follow: "Remember, we share" "We take care of our things" "Remember we play safely" "Remember we use inside voices" "Remember we keep our hands and feet to ourselves"
- The child may be removed from the current activity but kept in an adult's presence.
- Acknowledge the child's feelings & restate rule involved with rationale.
- In some cases, it may be necessary for the child to sit in the room away from the group activities to provide time to restore appropriate behavior and reflect.
- Help child return to the group and be more successful.
- No discipline shall be delegated to another child. ORC 3301-37-10
- No physical restraint shall be used to confine a child by any means other than hold a child for a short period of time, such as a protective hug so the child may regain control. ORC 3301-37-10
- No child shall be placed in a locked room or confined in an enclosed area such as a closet, box or similar cubicle. ORC 3301-37-10
- No child shall be subjected to profane language, threats and derogatory remarks about himself, his family or other verbal abuse. ORC 3301-37-10

HEALTH RECORDS & IMMUNIZATIONS

We are required to have on file an up to date health record/medical statement signed by your physician and a list of immunization dates for each child within the first 30 days of enrollment and updated annually. The Ohio Revised Code (ORC 3313.67) requires that the following immunizations be obtained. Students who do not have the required immunizations will be excluded from school per Ohio State Law until such record is provided. You must provide an immunization record verifying the month/date/year for each of the following: Doses: 5 (Dose 5 required if 4th dose given prior to 4th birthday) Diphtheria, Tetanus, Pertussis (DPT) 4 (Dose 4 required if 3rd dose given prior to 4th birthday) Polio Vaccine 2 MMR (Measles, Mumps, Rubeola) 3 Hepatitis B vaccine series 2 Varicella (Chicken Pox vaccine) (Or documentation of having disease)

MANAGEMENT OF COMMUNICABLE DISEASE, ILLNESS

Maintaining a healthy school environment is very important! To ensure the health of your child, as well as others, the following policy has been adopted:

1. There is always at least one staff member who has been trained in first aid, child abuse recognition and communicable diseases.
2. A staff member trained in recognizing signs of a communicable disease or other illness shall observe each child daily as he/she enters the group.
3. A student should not be in school if any of the following conditions are present:
 - Vomiting
 - Diarrhea (2 or more times in the same day)
 - Severe coughing
 - Difficult or rapid breathing
 - Yellowish skin or eyes
 - Conjunctivitis
 - Temperature of 100 or above (auxiliary method)
 - Untreated infected skin patches
 - Unusually dark urine and or gray or white stool
 - Stiff neck
 - Evidence of lice, scabies or other parasitic infestation
 - Undiagnosed spots or rashes
 - Sore throat or difficulty swallowing
 - Continuous runny yellow/green mucus from nose accompanied with a cough
4. Children who become ill or injured during the day or are suspected of having a communicable disease will be isolated from the other children and made as comfortable as possible.
5. Parents will be notified and are responsible for responding as quickly as possible.
6. Parents will be notified in writing whenever a child has been exposed to a communicable disease.

7. The teacher may send a child to the nurse should he/she become ill during the school day. The nurse will determine whether or not the child should remain in school or be sent home.

RETURNING TO SCHOOL

1. A child is ready to return to preschool under the following conditions:
 - Child's temperature has been normal for 24 hours without a fever reducing medication
 - Child is free from any contagious skin rash
 - The child has not vomited or had a bout of diarrhea for a 24 hour period
2. Please notify the school if your child is absent with a communicable disease.
3. Parents will be notified in writing if their child has been exposed to chicken pox.
4. In care of severe emergency, the following steps will be taken:
 - Provide immediate necessary first aid
 - Contact 911
 - Contact parents
 - Follow procedure indicated on child's emergency form

ATTENDANCE

Please call the elementary school office to report your child as being absent for the day. 937-826-3102 ext 4001.

**Please note - when a student is absent from school without notification from the parents/guardians for two consecutive days, the county's attendance officer will be contacted and asked to do a wellness check to ensure the family's and student's well being.

**Please note - every school is required by state law to notify parents/guardians when their child is absent from school unless the parent/guardian has notified the child's school in advance. Triad Local Schools makes this notification through its School Messenger platform. Each building has an appointed time by which parental notification must be received before these daily calls are made. Be sure to check your child's building handbook for this information.

SCHOOL CLOSINGS

Fog, snow, ice and other weather conditions sometimes require changes in the school-operating schedule. Safety of students is of primary importance in making a decision about closing school and/or delayed openings. Notifications regarding delays and closings will take place through calls and texts from the district's School Messenger system. Parents are encouraged to update all phone numbers at the beginning of each year and when changes occur during the school year to ensure receiving these calls. Parents are also encouraged to opt in for text alerts. Please note that calls will occur automatically to the primary numbers provided to the school/district with no action needed on the part of you, the parent. However, text alerts are not sent automatically. Parents must sign up for text alerts and are encouraged to do so as explained above. While conditions do not always allow for this, every effort is made to notify the school community of delays and closings prior to 6:00 a.m.; our fleet begins their pick-up about 5:50 a.m. on normal operation days.

When there are school delays, students should not be dropped off until the delayed start time. In addition, it may become necessary, because of weather and other emergency conditions, to send students home early during a school day. Again, the School Messenger system will be activated to notify parents of this occurrence. Radio and television stations will also be contacted as early as possible in advance of releasing students. Parents should have alternative plans for younger students in the event an emergency closing becomes necessary after schools are in operation for the day.

EMERGENCY COMMUNICATION PLAN

In the event of an emergency situation, the following practices will be utilized to disseminate information to parents and the community when appropriate. Please keep in mind that calling the school directly or coming to the school in an emergency situation can negatively impact both the first responders and the school's ability to deal with the emergency situation.

Mass Communication System: School Messenger and the school text for those who sign up to receive school information texts.

Social Media: school and district Facebook and Twitter

Standard Telephone: Please call 937-826-4961 as a district emergency hotline in the event of an emergency situation to receive information. The goal is to keep other lines free for communication with emergency responders and others.

School Website and School Email: Up to date information will be posted on the school website and messages may be sent to email addresses.

FIRE, TORNADO, AND SAFELY DRILL

The school complies with all fire safety laws and will conduct fire drills in accordance with State law. The school conducts tornado drills during the tornado season following procedures prescribed by the State. The alarm system for tornadoes consists of an announcement on the public address system. Teachers will provide specific instructions on how to proceed in the case of fire or tornado and will oversee the safe, prompt, and, when appropriate, the orderly evacuation of the building in such cases.

Safety drills will be conducted three times per school year. Teachers will provide specific instruction on the appropriate procedures to follow based upon the situation. These situations can include a terrorist threat, a person in possession of a deadly weapon on school property, or other acts of violence.

PRESCHOOL INSPECTIONS

The preschool programs operated by Triad Local School District are licensed and monitored by the Ohio Department of Education. At least once per school year, someone with the Ohio Department of Education conducts an unannounced inspection to ensure the health and safety rules are being enforced and followed. Copies of the inspection reports are located in each preschool classroom. Families may view the reports at any time. Families may also obtain the reports online by going to <http://childcaresearch.ohio.gov/> and searching the program name.

ODE PRESCHOOL COMPLAINT PROCESS

This preschool program is licensed by the Ohio Department of Education. Department personnel are available to discuss any concerns or complaints you have as a parent. If you have concerns regarding the classroom environment, teacher qualifications, health and safety conditions, the number of children, care of the children or similar matters, please call (614) 466-0224 or toll-free (877) 644-6338 and ask for Preschool Program Licensing.

If your child has an IEP and you have concerns regarding your parental rights or your child's program please call (614) 466-0224 or toll-free (877) 644-6338.