



### WELCOME TO PRE-K

A very warm welcome to you from all of us at the R.S.U. #63 Pre-K. We are delighted to have the opportunity to share in your child's Pre-K year and be a part of his/her first school adventure.

### ALL ABOUT YOUR PRE-K

The Pre-K offers full day sessions for children who will be 4 years old by October 15th, therefore eligible for kindergarten the next fall. Our program is based on each child's developmental levels and growing needs. Because we believe the early years of learning are most valuable, the Pre-K is staffed by caring adults who nurture, support and love each student. Throughout each learning session, the student is encouraged to explore, to experiment and to develop skills at his/her level of ability.

Pre-K provides a positive learning experience in a relaxed, friendly atmosphere. We want to support your child socially, emotionally, physically and mentally.

At this time the R.S.U. #63 Pre-K is based at the Eddington School site.

All attempts will be made to meet the individual needs of your child. These may include teacher-parent conferences, principal-parent conferences, consultation with an outside specialist, etc.

## Pre-K Philosophy

The Pre-K program uses developmentally appropriate practices to provide a safe, supportive and nurturing environment where children develop physically, socially, emotionally and cognitively. The program also supports the relationship between children, their families and the Pre-K staff.

We believe that children learn best....

- by exploring concepts through hands-on activities
- with opportunities to explore both outdoors and indoors
- with a caring, respectful relationship with peers and adults
- in an atmosphere which celebrates the joys of everyday life

## Goals

Pre-K will provide interactions and experiences to help children to:

- Develop socially, emotionally, physically and cognitively.
- Develop problem solving skills.
- Develop conflict resolution skills.
- Be a member of the Pre-K community.

## Typical Day

Take a look at what a typical day looks like.

A TYPICAL DAY at RSU #63 Pre-K includes these elements:

Children arrive on the bus or with their parents or other responsible adult.

Our staff greets children as they find their friends and discover engaging activities as the students get ready for their day.

- Centers/Table Activity Time

Children find activities in various areas in which s/he is interested. This may include a puzzle, books, a painting activity, free writing center or a learning game to just name a few centers.

- Circle Time

Children gather as a total group where they enjoy greetings, calendar and story time. We use literature to introduce and reinforce new learning and concepts. Children also develop listening and speaking skills, and use language to share ideas and personal experiences.

These activities engage the children so they can explore, experiment, imitate, ask questions and be questioned to further their thinking and problem-solving skills.

- Free Choice Time

Children make choices where to play and learn in our indoor environment. Choices include activities designed to foster their creative thinking, develop their problem-solving skills, improve their small motor development, practice pre-reading and writing skills, develop math and science concepts, as well as improve language and social interaction skills. Activity areas to choose from may include dramatic play, wooden blocks, STEM activities, library, musical instruments, writing center, painting, sand/water table, and activities at tables (art, play dough, math materials, finger painting, cooking)





## Skills And Concepts

- Colors
- Sizes and Shapes
- Listening/ Following Directions
- Letter Recognition/ Letter Sound Awareness
- Alphabet Capital Letter Writing (we use the Handwriting Without Tears program)
- First name writing
- Counting and Numbers
- Numeral Writing
- Language Development
- Socialization
- Readiness
- Manipulative Activities
- Small and Large Muscle Development

## Clean Up Time

Children learn responsibility as they participate in cleaning and organizing their classroom.

## Snack Time

Snack time is where social skills and conversational skills are emphasized. It's our special time to learn more about each other and the important events of children's lives. Children are encouraged to ask each other questions.

## Outdoor Time

Children make choices where to play and learn in the outdoor environment. Choices include activities designed to foster creative thinking, develop large motor skills, increase muscle tone, strength, and endurance.

### End of the Day Group Time

Children gather together for an end of the day activity designed to bring closure to their day. We may share a game, song, act out a story, or engage in a variety of music and movement activities.

### ADJUSTING TO PRE-K

Doing something new is hard for all of us. Remember your first speech or your first job interview? Our children also have those same apprehensions. They may seem eager to go to school, but they will need your help making the transition. The first few weeks will see many adjustments, but with all of our encouragement and your support, we are confident that your child will have a wonderful year. Please feel free to talk with your child's teacher should you have concerns about your child's adjustment.

### DISCIPLINE

Rules at the Pre-K are made for the safety of your child. Usually a gentle, positive reminder of what is expected is all that is necessary to gain a child's cooperation. We will work together to fill a gem jar by making positive choices. Pre-K is about redirecting behaviors and focusing on the positive. Parents will be promptly informed of any continuing discipline problems and encouraged to meet with the teacher to develop a cooperative plan of action at home and school. If no progress is observed, professional advice may be sought with parental permission.

### NEWSLETTER AND CALENDAR

A weekly newsletter will go home with your child each Friday. Please take a few minutes to read it and become familiar with what your child will be doing the next week. Keeping it posted will help remind you of important events at Pre-K and ways you can assist in preparing your child. This newsletter will also be posted on our Pre-K blog page on Seesaw.

## PRE-K BLOG

As part of my teaching, I keep an updated blog for Pre-K on the app Seesaw. I post the weekly newsletter here, photographs of classroom activities and pictures of classroom bulletin boards. You can access this page by logging into your child's account.

## COMMUNICATION WITH PARENTS

Please know that you can call or email your child's teacher should you have a question or concern, [aleland@rsu63.org](mailto:aleland@rsu63.org). Mr. Baker, [tbaker@rsu63.org](mailto:tbaker@rsu63.org), our principal, is also available to you. The school number is 843-6010.

A Home-to-School folder will always be in your child's backpack. Please take time to look over the contents each day for your child's papers and any important notices. Please remember to send the folder back each day emptied of yesterday's papers.

## SCHOOL BAGS

Please provide a backpack (LARGE ENOUGH FOR a 10 X 12 FOLDER and other necessities) for your child. There should **always** be a change of clean clothes (including underwear and socks) in the bag for emergencies. Emergencies may include mud from the playground or a juice or food spill.

### What to Leave at Home

- We ask that you leave your child's toys in the car or at home except for toys that are brought on special days which the teacher designates. Toys may get lost or broken during the Pre-K day.
- Guns, weapons and war/ battle toys are not allowed at school.

## LIBRARY

Each week, we will have a library day. The students will have a couple books read to them and they will be given the opportunity to browse books in our school library.



## VOLUNTEERING IN THE CLASSROOM

We welcome parent volunteers. Volunteers do not begin in Pre-K until after the first month of school. Please contact your child's teacher about volunteering if you are interested.

**\*\*Please note:** If your child doesn't make positive choices while you are volunteering, we will ask that you limit coming in. We want your child to get the most out of Pre-K.

## HEALTH

One of our main responsibilities is to keep your child healthy and happy, but we need every parent's help too. Children who have:

1. Fever of 100 degrees or more
2. Persistent cough
3. Unknown or unexplained rash
4. Diarrhea
5. Vomiting
6. Inflamed (reddened) eyes with or without drainage
7. Open, running sores on the skin or mouth

are not allowed to attend school. Any child in attendance who becomes ill or has not fully recovered from an illness, shall be immediately sent to the office/ nurse. A parent or individual authorized by the parent shall be notified to remove the child from the facility as soon as possible. If everyone is careful to keep their child home when they are not well, our school will remain a happy, healthy place. If you do keep your child home, please notify the school that your child is ill.

## SNACKS

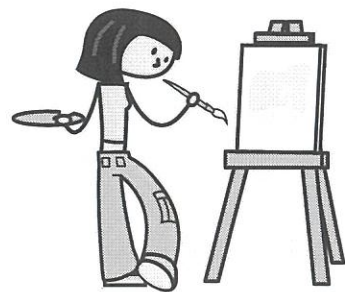
Each parent needs to send in a healthy snack for their child. We ask that you don't just send in junk food. They need a healthy snack for good brain power.

## BIRTHDAYS AND SPECIAL TREATS

Should your child celebrate a birthday during the school year, you are welcome to send in a birthday treat. Please do not send balloons or party favors as part of your treat - they are a safety (and sanity) hazard. In addition, we request that if you want the Pre-K staff to distribute your child's party invitations, all children in the class must be included. Should you choose to limit your invitations, we request that you mail them to the children directly.

## ART EXPERIENCE

Young children love exploring art media: brush painting, creating collages, finger-painting, etc. At this age they are more interested with the actual process than they are about how the finished product will look. Much of your child's early art work may not look like something to you. However, it will be your child's experimentation with form and colors. So, when your child proudly shows you their work, compliment them on their effort, appreciate the colors and discuss the process. Aprons are provided for all children to wear during any painting experience. On occasion, a child will be very enthusiastic in the use of paint, and some paint may get through the apron to the clothing.





## CLOTHING

Children are encouraged to wear play clothes so they can be comfortable during their active school day and not have to worry about getting dirty. Safe play shoes are important. Tennis shoes or sneakers make good running and climbing shoes. **Jelly shoes, crocs, sandals, slippery dress shoes and flip-flops do not fit securely on the foot and are dangerous.** We go outside each day unless the weather is extreme. Please label all outerwear and boots with your child's name or initials! Snow pants can look so much alike; the children are not able to know whose are whose.

## SCHOOL CLOSINGS FOR EXTREME WEATHER OR OTHER EMERGENCIES

We have a district-wide ALERT SYSTEM should we be unable to have school in session on any given day due to a weather emergency or other problem in the building.

## BUSSING

Parents have the option of having their Pre-K child ride the bus. If you have any bussing questions, please call the transportation director directly at 561-9238.

## STARTING AND DISMISSAL TIME

Our school day is from 8:30 am - 2:55 pm. Students being privately transported can be dropped off to the Pre-K staff between 8:00 and 8:15 am.

Students not riding the bus home can be picked up at 2:55 pm.

Please call the school office if you must be late in picking up your child. Young children can become anxious if you aren't prompt.

## PARKING SPOTS

For children being transported to Pre-K by private vehicle you can park out front of the main building and walk the paved driveway to the playground. Our driveway is very busy during arrival and departure times. Please know where your child is at all times and walk him/her to the building.

## CLASS DIRECTORY

I create a class directory for Pre-K. This is to help you throughout the year with special events that the classroom might have and also with helping all of you get to know who else is in the class. This directory will contain names, addresses and phone numbers of each child attending Pre-K. Permission to publish this information will have been given by each family prior to the publication of this directory.

## ARRIVAL AND DEPARTURE INFORMATION

Should there ever be a time when your child is to be released to someone other than a parent, or bus drop-off is to be an alternate address you must provide us with this information prior to the event. This information should include any one with whom you are carpooling, a baby-sitter, neighbor, etc. Children will be released only to parents and those persons identified by you. Should a special circumstance arise and you wish your child released to someone other than those you have identified, this information must be submitted to the staff in writing or by calling the school if it is a last-minute emergency.

The following SKILLS AND CONCEPTS will be taught throughout the Pre-K year and are important to master before entering Kindergarten:

- Be able to write their first name
- Colors (Recognize & name all basic colors)
- Shapes (Recognize & name: circle, oval, square, rectangle, triangle, star, heart)
- Letter Recognition/ Letter Sound Awareness - Recognize & name all 26 letters (capital form only)/ Has exposure to the letter sounds
- Be able to legibly write all 26 letters (capital form only), when sample is provided
- Counting and Numbers (Count to at least 20 and be able to do one-to-one correspondence for at least 1-10)
- Be able to legibly write numbers 1-10
- Readiness (Be able to work independently; be able to follow directions; sit and listen to a story quietly; problem solve; play with a peer in a positive manner)
- Be able to hold pencil correctly with no prompting
- Be able to use scissors appropriately and cut on lines of a simple shape (example: gingerbread man)

**\*\*If your child has mastered these skills, we will continue with lower case, teen numbers and making simply words.**



# REGIONAL SCHOOL UNIT #63

## Student Registration Form

Student ID # \_\_\_\_\_

Check One: ☐ Initial Enrollment ☐ Transfer Student Enrolling in Grade \_\_\_\_\_ First Day of School \_\_\_\_\_ Town of Residency \_\_\_\_\_

Legal Name of Student \_\_\_\_\_  
 First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_ Gender ☐ Male ☐ Female

Ethnic background (check all that apply): ☐ Caucasian/White ☐ American Indian/Native American ☐ African American/Black ☐ Hispanic  
☐ Asian/Pacific Islander

**\*A parent or guardian is defined as a person who looks after and is legally responsible for the student being registered.\***

With Whom Does the Child Reside? (Circle all that apply) Both parents Parent 1 Parent 2 Guardian Stepparent Other: \_\_\_\_\_

Status of Parents: (circle) Married Separated Divorced Deceased Other: \_\_\_\_\_

### Primary Household Information: (Student's Primary Residence)

1. Parent/Guardian's Name \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Cell \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Place of Employment \_\_\_\_\_

Home Address \_\_\_\_\_ Mailing Address \_\_\_\_\_

2. Parent/Guardian's Name \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Cell \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Place of Employment \_\_\_\_\_

Home Address \_\_\_\_\_ Mailing Address \_\_\_\_\_

### Secondary Household Information: (Student's Secondary Residence)

1. Parent/Guardian's Name \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Cell \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Place of Employment \_\_\_\_\_

Home Address \_\_\_\_\_ Mailing Address \_\_\_\_\_

2. Parent/Guardian's Name \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Cell \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Place of Employment \_\_\_\_\_

Home Address \_\_\_\_\_ Mailing Address \_\_\_\_\_

### Parent/Guardian Certification of Residency

I certify that I live with the student named above at the street address identified above. I understand that the RSU#63 School District requires proof of residency and that I have the burden of proof regarding residency. If this residency information changes, I agree to bring it to the immediate attention of the RSU#63 School District.

Date \_\_\_\_\_ Signature \_\_\_\_\_

Print Name \_\_\_\_\_

### Guardianship, Custody, Emancipation Documents

- ☐ If parents are divorced, a copy of the court order regarding custody must be attached.
- ☐ If a custodial parent/guardian wishes the RSU#63 schools to comply with provisions of a court order restricting access to a child, a certified copy of the court order must be attached.
- ☐ If the student lives in one of the towns of RSU#63 with a legal guardian who is not a parent, a certified copy of the court order appointing the guardian must be attached.
- ☐ If there is a restraining order in effect, a certified copy of the order must be on file with the school for enforcement.
- ☐ If the student is an emancipated minor, a certified copy of the court order must be attached.
- ☐ If the student is homeless, he/she should discuss his/her situation with the School Principal or designee.

School student last attended: \_\_\_\_\_ Grade \_\_\_\_\_ Date last attended \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Did student receive any of the following services?  
Special Education/IEP \_\_\_\_\_ 504 plan \_\_\_\_\_ Gifted and Talented Program \_\_\_\_\_ Title I \_\_\_\_\_  
*If you have a current IEP/504/GT plan copy, please provide one.*  
**Pre-K and Kindergarten only:** Has your child received Child Development Services (CDS)? Yes \_\_\_\_\_ No \_\_\_\_\_  
Reason for transfer: \_\_\_\_\_  
**Has your child ever been suspended/expelled for a weapons, drugs, bullying or violence violation:** Yes \_\_\_\_\_ No \_\_\_\_\_

#### Language

What language did your child **FIRST** speak? \_\_\_\_\_  
What language do you **MOST OFTEN** use when speaking to your child at home? \_\_\_\_\_  
What language does your child **MOST OFTEN** speak at home? \_\_\_\_\_  
What language does your child **MOST OFTEN** speak outside the home? \_\_\_\_\_

#### Please check one:

1. Do you reside outside of Holden, Clifton or Eddington? ☐ Yes ☐ No  
If yes, attach *Permission to Attend* letter from the student's resident superintendent.
2. Homeless? ☐ Yes ☐ No
3. Eligible for Maine Care? ☐ Yes ☐ No  
Maine Care # \_\_\_\_\_
4. Is child a ward of the state? ☐ Yes ☐ No
5. Eligible for Free/Reduced Meals? ☐ Yes ☐ No

*Optional: Parents/guardians are not required to provide this military family information.* Are one or both of this student's parents/guardians currently (circle all that apply):

1. Not connected to the United States Military
2. Active Duty in the U.S. Army, Navy, Air Force, Marines, U.S. Coast Guard
3. Full-time National Guard
4. Part-time National Guard and Reserve
5. Veteran

#### Siblings (relationship: brother, sister, stepbrother, stepsister, etc.)

Name _____	Relationship _____	Grade _____	School _____
Name _____	Relationship _____	Grade _____	School _____
Name _____	Relationship _____	Grade _____	School _____
Name _____	Relationship _____	Grade _____	School _____
Name _____	Relationship _____	Grade _____	School _____

#### Emergency Medical Authorization:

If the parents or legal guardian on this registration record cannot be reached at the time of an emergency, and if immediate observation or treatment is urgent in the judgement of the school authorities, I authorize and direct the school authorities to send the student (properly accompanied) to the hospital or doctor most easily accessible. I understand I will assume full responsibility for the payment of any services rendered.

Parent/Guardian Signature: \_\_\_\_\_ Date \_\_\_\_\_

#### Evidence of Immunization

Students must be fully immunized prior to attending school.

Non-immunized students are not permitted to attend school unless they have a medical exemption signed by his/her doctor.

\_\_\_\_\_  
Print Name (parent/guardian)

\_\_\_\_\_  
Sign Name (parent/guardian)

\_\_\_\_\_  
Date

**EDDINGTON SCHOOL**  
**PRE-K QUESTIONNAIRE**  
**2024-2025 SCHOOL YEAR**

Is your child completely toilet trained? \_\_\_\_\_

Has your child attended any other pre-school programs? \_\_\_\_\_

If yes, where? \_\_\_\_\_ For how long? \_\_\_\_\_

Will you be using Transportation provided by RSU#63? Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Guardian

**Confidential Information:** *Please let us know any additional information you wish to share with the school about your child*

\_\_\_\_\_  
\_\_\_\_\_

*In order to accept the registration packet for your student, you must provide a copy of their birth certificate **and** their up-to-date immunization record.*



## RSU 63 Health Update

Name: \_\_\_\_\_ D.O.B. \_\_\_\_\_ Grade \_\_\_\_\_

**Are immunizations complete? (Y/N) Documents must be provided.**

**Medical Issues:** \_\_\_\_\_

**Daily medication & medications taken as needed:** \_\_\_\_\_

**Allergies:**

Does your child have an epi pen? (Y/N)

Please describe the allergic reaction: \_\_\_\_\_

Date of most recent reaction? \_\_\_\_\_

**Dietary intolerance? (Y/N)**

Please describe symptoms: \_\_\_\_\_

**If this is a food allergy or intolerance, please provide documentation from your PCP. We need documentation if accommodations are requested.**

**Any recent illness or injury, including concussion:** \_\_\_\_\_

It is the general policy of the Board of Directors (the Board) to discourage the dispensing of medication, including over-the-counter (OTC) medication on RSU 63 premises. The administration of prescribed medication to a student during school hours will be permitted only when failure to take such medication would jeopardize the health of the student, or the student would not be able to participate in school activities if the medication were not given during school hours.

Please contact the nurse at [dbickford@rsu63.org](mailto:dbickford@rsu63.org) if your child needs to take medicine at school. We will need a signed permission form and medication must be in the original container before it can be dispensed.

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**EDDINGTON SCHOOL**  
**STUDENT EMERGENCY INFORMATION**  
**2024 – 2025**

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Home Telephone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street Address (if different): \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone (or other) Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone (or other) Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Friends or relatives who may be contacted in case parents cannot be reached:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

In case of an emergency, the school is authorized to (please check):

\_\_\_\_\_ Contact family physician \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Take my child to the emergency department

\_\_\_\_\_ EMMC \_\_\_\_\_ St. Joseph's Hospital

\_\_\_\_\_ Other (Please specify): \_\_\_\_\_

.....  
Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Allergies: \_\_\_\_\_ None known

\_\_\_\_\_ Bee or other insect stings

\_\_\_\_\_ Foods (Please list): \_\_\_\_\_

\_\_\_\_\_ Medications (Please list): \_\_\_\_\_

Please describe what happens: \_\_\_\_\_

Medical Conditions: \_\_\_\_\_

Medications your child takes regularly: \_\_\_\_\_

Dear Parent/Guardian:

Maine welcomes families of all cultural and linguistic backgrounds. Speaking more than one language is a valuable asset, and we encourage families to maintain their languages while learning English. Students who speak or understand another language may be entitled to support to improve their English in order to meet Maine's challenging academic standards. The following questions, required for all students from pre-kindergarten through grade 12, will help your school determine whether your child may benefit from English language support services.

- If a language other than English is indicated, your child will be administered an English language screener.
- Depending on your child's score, your child may be classified as an English Learner and eligible for English language support.
- If you would like this letter and the survey below to be provided in another language, or if you would like an interpreter, your school will fulfill those requests.
- If you have questions about this survey, please contact your school principal.

Be assured that your answers will be used only for educational purposes. The completed survey will be kept in your child's permanent file, and only school staff will have access to it. No school employee may inquire about the immigration status of any member of your family.

Thank you for providing this information, and I wish your student great academic success.

Sincerely,  
April Perkins  
*Director of ESOL and Bilingual Programs, Maine Department of Education*

#### LANGUAGE USE SURVEY

Student's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

School: \_\_\_\_\_

Anticipated Grade: \_\_\_\_\_

Please do not leave any question unanswered.

1. What language(s) did your child **first** speak or understand?
2. What language(s) does your child **most easily** speak or understand?
3. What language(s) do people use with your child daily?

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### School Use Only

Post-enrollment Identification: If no language other than English is indicated by a parent/guardian on this survey, an English language screener may be administered **only** if this section is completed by a teacher.

Describe evidence that the student's English language development has been affected by a primary or home language other than English:

Teacher Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PLACE THE ORIGINAL OF THIS COMPLETED DOCUMENT IN THE STUDENT'S  
PERMANENT RECORD FOLDER**



# Required Immunizations

## Immunization requirements for school entry are:

### PreK

- 4 DTaP
- 3 Polio
- 1 MMR
- 1 Varicella

### Kindergarten

- 5 DTaP
- 4 Polio
- 1 MMR
- 2 Varicella

### 7<sup>th</sup> grade Immunization requirements:

- All of the above plus
- 1 Tdap
- 1 Meningococcal Conjugate Vaccine (MCV)



- Medical exemptions must be signed by your PCP
- Students must have proof of vaccination before starting school
- Bangor Public Health provides vaccines for children.