

**Weatherford Public School  
Pre-K Handbook**

**Burcham Elementary  
1401 Lark  
Weatherford, Oklahoma 73096**

**Superintendent - Chad Wilson  
Assistant Superintendent - Steve Callen**

**Principal - Marla Pankratz  
Assistant Principal - Garrett Smith**

**Teachers - Theresa Beck, Amber Hunt,  
Sharon Mahan & Kim O'Daniel**



# What To Expect

As you enrolled your four year old in this program, you probably asked yourself, "What should I expect from this school year?" You probably found yourself worrying about whether this program would be academic or not, structured or not, challenging or not, creative or not, appropriate or not. Let us assure you that there will be academics, there will be structure, there will be challenge, there will be creativity, but above all there will be appropriateness. Every child can and will succeed in our program at his/her own speed. A child's success can only be measured by looking at where a child begins and comparing that to where that child will be at the end of a given time period. This does not mean every child will be at the same place when the school year ends. However, every child will be five years old and therefore ready for Kindergarten. Just as adults are not all equally gifted with talents, neither are children. Each child will be an individual deserving equal respect. We expect every child in this program to learn to love learning and to love and respect the differences found in each other. We also expect to fall in love with your child and all of his/her special antics. We hope that this handbook will put your worries at ease and help you to prepare to enjoy this special time in your child's learning career. It is only the beginning of a lifetime of learning.

## Parties - Planned Escapes

Parties - Birthday celebrations are welcomed and need to be scheduled in advance.

Planned Escapes - We will be going on several field trips throughout the school year. Parents are encouraged to go on the field trips with us. The field trips will be listed in the weekly newsletter.



## Class Schedule

8:10 am	Children Arrive	12:00 pm
8:10-8:30	Arrival Activities	12:00-12:25
8:30-9:00	Group Time	12:25-12:50
9:00-10:00	Centers	12:50-1:50
10:00-10:25	Stories, Fingerplays, & Review	1:50-2:05
10:25-10:45	Outside Play	2:05-2:25
10:50	Dismissal	2:30

- Breakfast will be served in the cafeteria from 7:30 until 8:00 am.
- Schedules and snacks may vary slightly from classroom to classroom and also on days that have special events. Please read the weekly newsletter.



# Discipline

- **Be positive**
- **Show respect**
- **Be consistent**
- **Follow through on all rules**
- **Use humor**
- **Give them proper words to use**
- **Encourage independence**
- **Redirect - Time out - Loss of privilege**
- **Let them solve their problems when possible**
- **Please do not let your child bring toys from home to school**



# Drop Off and Pick Up

- AM students may ride the bus to school in the morning and PM students may ride the bus home in the afternoon. We have information about bus routes and schedules in the office.
- Parents must provide the transportation for AM students at 10:50 a.m. and for PM students at 12:00 p.m.
- Parents dropping off students for the AM class between 7:30 and 8:10 a.m. must drop students at the south cafeteria door or the front door by the office. Students who arrive between 7:30 and 8:10 a.m. will be supervised in the cafeteria/gym until 8:10 a.m.
- The Pre-K doors (East glass doors by the flag pole) will be locked until 8:10 a.m.
- Arriving on time is very important. If you happen to be late (after 8:20 for AM and 12:10 for PM) you will need to bring your child in the front door and stop by the office for a tardy slip before going to the classroom.
- Parents may pick up your child at 10:50 a.m. for AM students and 2:30 p.m. for PM students. You will need to make two lines in the drive through and we will walk your child out to your vehicle. If your child is to go home a different way please send a note or call the office at 774-0812. We will not let your child go home a different way unless we have a note or a message from the office.



# Goals and Objectives

The goals and objectives of the Pre-K Program revolve around providing experiences that enhance the young child's social and emotional growth – not academic achievement. However, through providing these experiences in a developmentally appropriate classroom, every child enrolled in this program is exposed to a wide variety of concepts relating directly to math, reading, language, science, and social studies. There will be some assessment in these emerging areas even though there is no pass or fail in the Pre-K Program. Below you will find the Scope and Sequence of the Pre-K Program.

1. Anticipate risks and take precautions to protect self from dangerous situations.
2. Separate from parent without undue stress.
3. Understand and respect the property of others.
4. Take turns and share with assistance if necessary.
5. Know and observe the rules and routines of the classroom and school.
6. Give personal information such as name, gender, and age.
7. Imitate and repeat simple rhythm.
8. Use language to communicate desires and needs to an adult.
9. Participate in simple fingerplays and songs.
10. Dictate simple stories for his/her teacher to write down.

