

2018 -2019

Program Information



SAINT MARY'S NURSERY SCHOOL

A Reggio Emilia Inspired Program

WELCOME

May 2018

Dear Parents and Guardians,

The new school year is nearly upon us and as we prepare for the 2018 – 2019 school year, we wanted to reach out and share our plan with our families.

The Saint Mary's Nursery School offers children an early educational experience embracing family, continuity and early development as a basis for learning. Children are nurtured and educated in a community classroom that includes children from 18 months to five years of age in the preschool program and from Kindergarten to 5th grade in our school age programs. The children benefit from skilled teachers, direct parent involvement, early intervention specialists and involved community members. The educational curriculum is carefully planned to be developmentally appropriate and based in play, with an emphasis on creativity and the arts to nurture the social-emotional health and the development of each child. Additionally, we are committed to the family environment and the consistency that generations of children enjoyed before they were placed into age groups and graduated classrooms. Our children enjoy a single and stable classroom. Consequently, we believe that the children are able to work on their own growth and change without the distraction of a shifting environment, much like a home. It is our experience that all of these elements create a homelike environment that allows children to relax and open up to all aspects of learning.

Our teaching philosophy is centered upon the child's individual needs. The arts are the cornerstone of our educational program. Our curriculum is very closely aligned with the principles of the Reggio Emilia philosophy, in which the themes and concepts that we communicate to our students are supported and documented through their creative products. Art projects, construction projects and theater performances, are individually catalogued, photographed and otherwise recorded to follow and document each child's development.

Thank you for sharing your family with ours. We are excited about the coming year and look forward to the collaboration of school and family that each year guarantees.

Sincerely,

Traci Childress
Executive Director

SAINT MARY'S NURSERY SCHOOL

A Reggio Emilia Inspired School

2018-2019 Year-At-A-Glance mini calendar

Jul-18						
sun	mon	tue	wed	thu	fri	sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Aug-18						
sun	mon	tue	wed	thu	fri	sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Sep-18						
sun	mon	tue	wed	thu	fri	sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Oct-18						
sun	mon	tue	wed	thu	fri	sat
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Nov-18						
sun	mon	tue	wed	thu	fri	sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Dec-18						
sun	mon	tue	wed	thu	fri	sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Jan-19						
sun	mon	tue	wed	thu	fri	sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Feb-19						
sun	mon	tue	wed	thu	fri	sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

Mar-19						
sun	mon	tue	wed	thu	fri	sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Apr-19						
sun	mon	tue	wed	thu	fri	sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May-19						
sun	mon	tue	wed	thu	fri	sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Jun-19						
sun	mon	tue	wed	thu	fri	sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Closure Days: 7/4, 9/3, 9/10, 11/22, 11/23, 12/24, 12/25, 12/26, 12/27, 12/28, 12/31, 1/1, 1/21, 4/18, 4/19, 5/27

Closure for Teachers Workday: 8/31, 10/8, 11/12, 2/18, 6/7

Closure for Parent Teacher Conference: 4/29

Parent Work Days {date subject to change} 10/20, 3/16, 6/1

Family Get Togethers {date subject to change} 9/14, 6/14

Spring For Our School 4/13

Date Night 10/13, 12/15, 3/16

Pre-K Performance Days: 12/14, 4/5, 5/31

2018-2019 Lesson Topics

September	ME: Who am I? What makes me me? What do I like?
October	COMMUNITY: What is a community? Who is my community? What other communities are there?
November	AUTUMN/FALL: What is autumn? What is Fall? What happens? How do I feel? What do I see/hear/taste?
December	CELEBRATIONS: What is a celebration? What are other words for this? What do I celebrate? What do others celebrate? How can one celebrate? Can we plan a celebration? If we did, what would we do?
January	Winter: What is winter? What happens? How do I feel? What do I see/hear/taste?
February	Doing: What do people do? What do I like to do? What do other people like to do? What do grown ups do? What do people do?
March	Spring: What is Spring? What happens? How do I feel? What do I see/hear/taste?
April	My City: What is my city? What is a city? What do I know about my city? Who lives there?
May	May World: What is the world? What do I know about it? What lives in it? How does it work? What parts of it am I interested in?
June	Summer: What is Summer? What happens? How do I feel? What do I see/hear/taste?
Late June-August	Exploration of our community's cultures and countries.

WEEKLY LESSON APPROACH

Each day of the week is assigned a content focus for the Learning Topic. The content focus will provide a perspective from which the topic can be taught and learned. Below each of the content focus headings, we have provided a brief outline of the types of teaching goals the pre-K lesson plans will address. The Saint Mary's Nursery School pre-K curriculum incorporates the principals of the Reggio Emilia emergent curriculum with the Pennsylvania Early Learning Standards for Pre-Kinderarten and Kindergarten learners. All lessons will address a child's specific *Approach to Learning* and will be designed to reveal and develop *curiosity, problem solving skills, flexibility, initiative, persistence and creativity*. Additionally, Fine and gross motor skills will be addressed across the curriculum.

Monday	Tuesday	Wednesday	Thursday	Friday
Social Studies & Personal Social	Language & Literacy	Mathematics	Art & Creativity	Science
Develop understanding of:	Develop understanding of:	Develop understanding of:	Develop understanding of:	Develop understanding of:
1. Families	1. Letter Recognition	1. Number Recognition	1. Visual Art Forms	1. Experimentation
2. Communities	2. Letter Sounds	2. Counting to Sum	2. Musical Art Forms	2. Human Body
3. Culture & Humanities	3. Expressive Language	3. Computation & Number Expression	3. Music & Movement	3. Physical Properties of Objects
4. Geography	4. Receptive Language	4. Measurement	4. Dramatic Play	4. Physical World
5. Personal Social	5. Word Recognition	5. Predictions	5. Art Appreciation	5. Space
6. Physical Self	6. Writing			
7. Health				

Please note the above list is designed to communicate some concepts and goals for each day's content focus. The teaching and learning will not be limited to the above lists.

PRE-K PROGRAMMING

SMNS is so proud of its unique and sophisticated Pre-K program. We have worked hard to develop a program that honors our focus on the arts and process oriented learning while addressing the **Kindergarten readiness** needs of our children and families. The program offers a multitude of experiences and supports to help the children and the families' transition to a new school environment. SMNS students achieve **Kindergarten readiness** through three primary focus areas in our Pre-K programming:

- **Academic Readiness.** We work with the children to broaden the literacy skill building started in early years at SMNS. Pre-K students learn the alphabet with a primary focus on recognition, then written letters and letter sounds. Letter strings and reading may also be a part of the lessons as appropriate for the individual child's readiness. We also work with children on counting, simple addition and subtraction, measurement, comparison, shapes and scientific concepts. Kindergarten classroom etiquette is an important element of the Pre-K classroom times and we work with the children throughout the year so that each child arrives at Kindergarten ready to learn.
- **The Arts and Self-Expression.** Arts are central to the SMNS overarching learning program and the age - exclusive environment of the Pre-K class allows the SMNS arts programming to culminate in three theater performances over the Pre-K year. The performances are developed from the ground up by the class with characters and lines, music, props and rehearsals. We also have a highly sophisticated visual arts focused curriculum. This program builds basic visual arts knowledge, collaboration and critical thinking skills which students carry with them into Kindergarten despite the reduction of visual arts programming in area public schools. Teacher Sara Karlen has been instrumental in the development of this part of our program.
- **Citizenship.** The Pre-K experience enhances fundamental SMNS lessons of citizenship by engaging students as not only members of a supportive community, but as leaders and agents responsible for creating and maintaining that community. The teaching staff works with Preschool through Pre-K students to create a forgiving, generous and absolutely loving environment that consistently demonstrates our priority of continually creating a community that is welcoming to all regardless of any perceived obstacle. Area teachers have shared that SMNS students arrive in their Kindergarten classrooms not just as students, but as positively contributing, socially sensitive citizens of a classroom community.

Pre-K Schedule Details.

9:00am: Children are dropped off in the Pre-K room. Early arrivals are brought to the Pre-K room

9:00am-10:00am: Centers, choice time and free play

10:00am-10:30am: Clean up, circle time, snack time

10:30am-12:00pm: Split Group Activities—specials, concentrated activities, or outside activities in split groups. Groups switch after 45 minutes (for the Fall we have Gymnastics on Monday and Wednesday and Yoga on Tuesdays; Thursdays and Fridays we might do explorations of students interests, dive into our monthly theme, take a nature walk or visit the library)

12:00pm-12:45pm: Lunch

12:45pm-1:30pm: Free play on the playground

1:30pm-2:00pm: At the start of the year this is an optional Pre-K adventure or continuation of morning projects of play (over the course of the year the afternoon session will be that all children join)

2:00pm-6:00pm: Aftercare; children take part on our mixed age programming and free play

SCHOOL AGE PROGRAM– AUGUST 27, 2018 THROUGH JUNE 6, 2019

The SMNS After School Program is designed for school age children from Kindergarten through the fourth grade. We continue the holistic mixed- age play environment and creative free exploration inspired by the Reggio Emilia approach that children experience in their SMNS preschool years, while offering students increased ability to construct and lead activities appropriate to their older developmental stage. We provide healthy snack, homework help, arts instruction and student-driven free play including gross motor movement each day from 3-6pm. The After School students go on field trips to the University City Arts League (Spruce Street across from Penn Alexander), as well as to the library, local cultural institutions and Penn Campus.

The After School children are separated from the early education classrooms. Their play is significantly different and they need the time and space to work on their own cognitive, emotional and physical development; however they also have the chance to mentor and guide younger students on specific activities. The program offers a wonderful opportunity for families with mixed age children to continue their children's care at SMNS and continue the strong relationships they have built with SMNS' exemplary staff as they progress through school. At the same time the program offers new elementary school students the chance to become part of the welcoming SMNS community.

General Schedule:

3:00 pm	Program Opens
3:15 pm	Pickup from area schools
3:30 pm	Free Play Time
4:00 pm	Snack
4:15 pm	Homework / Activity Time
5:00 pm	Gross Motor Activity
6:00 pm	Pickup

SMNS offers coverage for all School District of Philadelphia Early Release Days and most School District vacation days (refer to program calendar) as well as bridge coverage at the beginning and end of summer preceding and following SMNS Summer Camp. Consult SMNS calendar for full details.

Transportation:

SMNS teachers pick up After School children from the following school: Greenfield Elementary, Lea School, Penn Alexander School (PAS), Independence Charter School (Center City), Powel Elementary School on all public school days and early dismissal days.

Arrangement for after school pick up must be made directly with the SMNS administration.

Enrollment:

Families can enroll 5 days per week, or drop in care. All of these enrollments require the completion of the following forms:

1. Enrollment Contract
2. Emergency Contact and Consent
3. Non-discrimination in Services Disclosure Statement
4. Emergency Evacuation Plan Letter
5. Child Health Report
6. Pelican Release Form
7. Getting to Know You
8. Parent Play Date List
9. Photo Release Forms (print and web publication) - *Optional*

If you are interested in enrolling your child in the After School Program, please submit an enrollment application form.

SUMMER CAMP:

The SMNS Summer Camp Program for School Age children (rising 1st graders through rising 6th graders) begins in July 1 of each year and ends the Wednesday prior to Labor Day.

Building from our Preschool Program SMNS now offers a unique Summer Camp Program to school aged children. Our curriculum is put into practice through various field trips where children explore new environments and gain a deeper understanding of familiar ones. The focus is to provide an engaging array of opportunities primarily centered around several geographical regions and topic areas: Museums, Sustainable Agriculture, Center City, West Philadelphia and Environment / Ecology. The Summer Camp contributes to the creative and investigative learning process that has begun in the individual child. While children enjoy the best of what summer has to offer in the Philadelphia region, they continue to practice necessary principles of respect and community, as well as adopting a larger role of responsibility in the wider world. These emerging practices of citizenship are necessary tools as the child continues to grow.

TODDLER AND PRESCHOOL AFTERNOON SCHEDULE



7:30am to 9:00am

Early Care – free play (choice time)

9:00am to 10:00am

Welcome – Art project & free play (choice time)



10:00am to 10:20am

Music Time – Rectangle Time (circle time), or Drum Class
Pre-K Class begins

10:20am to 10:40am

Morning Snack –

Snack room capacity may be exceeded for 15 minutes at this time



10:40am to 11:00am

Morning *Meeting* (story Time)



11:00am to 12:00pm

Outdoor/Gross Motor Play - followed by *Meeting*

12:00pm to 1:00pm

Lunch – followed by *Meeting* & Outdoor/Gross Motor Play

Lunchroom capacity may be exceeded for 30 minutes at this time

1:00pm to 2:00pm

Outdoor/Gross Motor Play & *Pre-K Class ends at 2pm*



2:00pm to 3:00pm

Afternoon – *Meeting*, Art project & free play (choice time)

3:00pm to 3:30pm

Music Time – Rectangle Time (circle time)



3:30pm to 4:00pm

Snack Time & Last *Meeting*

Snack room capacity may be exceeded for 15 minutes at this time



4:00pm to 6:00pm

Outdoor/Gross Motor Play - followed by free play (choice time)



NAP ROOM

NAP ROOM is open from 12:30pm to 3:30pm

2018 - 2019 FEES

We always like to remind our community that the tuition charged does not cover the actual expense of education; consequently, the Saint Mary's Nursery School relies on grants and community donors to bridge the gap between the tuition charged and the cost of providing a high quality early education experience.

ANTICIPATED TUITION GAP FOR 2018-2019 SCHOOL YEAR: \$175,000

The new tuition rates will in effect beginning July 1, 2018 through June 30, 2019. The rate schedule can be found on the following pages.

Activity Fees

The activities fees will not increase for the 2018 – 2019 school year and are as follows:

Age Group*	Activity Fee for Summer 2018 (July & August 2018)	Activity Fee Academic Year (Sep 2018– Jun 2019)
Toddler	\$82	\$102
Preschool	\$132	\$302
After School	N/A	\$291

*Toddler: 18 months to 36 months old by September 1, 2018

Preschool: 3 years to 5 years old by September 1, 2018

The activity fee is non-refundable and charged once in the academic year and once for the summer program to cover the cost of special events, special instructors, activities and field trips.

Other possible fees

CoOp families may be charged **\$15 per hour** for missed parent help commitment. Total charge for missed parent help cannot exceed **\$120/month**.

Early drop off or late pick up charge for child(ren)'s attendance outside of contracted times: for pick up after 6pm a fee of \$10 for the first 5 minutes. After 5 minutes, \$2 per minute thereafter plus additional \$50 charge.

\$50 may be charged to a family that does not participate in the quarterly Saturday Work-Day.

TODDLER/PRESCHOOL TUITION SCHEDULE

JULY 1, 2018 THROUGH JUNE 30, 2019

Monthly Tuition Rates from July 1, 2018 through June 30, 2019

	Half Day	Full Day	Extended Day	Extra Per Hour
Toddler	\$788.00	\$1,220.00	\$1,590.00	\$151.00
Preschool	\$685.00	\$1,087.00	\$1,383.00	\$137.00

*Toddler: 18 months to 36 months old by September, 2018

*Preschool: 3 Years to 5 years old by September, 2018

Activity Fees 2018-2019

Programs	Summer 2018 July & August	Academic Year September 2018-June 2019
Toddler	\$82.00	\$102.00
Preschool	\$132.00	\$302.00

Tuition Details/Discounts

1. Enrollment is for the ENTIRE Academic Year. Early Withdrawal between September 1, 2018 through June 30, 2019 will be charged 50% of your deposit. No portion of tuition will be refunded on account of absences. One month of tuition deposit is required to confirm the enrollment.

2. Enrollment must be 5 days per week.

3. The activity fee is non-refundable and charged once in the academic year and once for the summer program to cover the cost of special events, special instructors, activities and field trips.

4. Sibling discount: First Child 100% tuition. Second Child: 15% for Full Day enrollment, 10% for Half Day enrollment. Third Child: 10% Full Day or Half Day

5. CoOp discount: for half day enrollment the maximum amount of coop discount is \$60, for 4 hours of coop per month. For full day enrollment the maximum amount of coop discount is \$120, for 8 hours of coop help per month.

6. Parent Student Scholarship Discount: \$45 monthly scholarship discount for families with parents enrolled in degree and/or training program.

7. Half day: 9am-1pm or 1pm-5pm, you may add extra one or two hours on it, fee applies

8. Full day: 9am-4pm, you may add extra one or two hours on it, fee applies

9. Extended Day: 7:30am-6pm

10. 1% discount of tuition for Quarterly Billing

Miscellaneous Charges

1. Missed Parent Help Commitment (only applies to co-op families): \$15/hour (cannot exceed \$120/month)

2. Missed quarterly parent work day (applies to all enrolled families): \$50/work day

3. Early Drop-off, or late pick-up outside of contracted time: \$10/hour

4. Late pick-up after 6pm: \$10 for first 5 minutes (after 5 minutes grace period). \$2 per minute thereafter plus additional \$50 charge

5. Late tuition payment fee (paid after the fifth of each month): \$25

6. Date Night: \$25

Weekly Summer Camp Rates (June 18th through August 24th, 2018)

All camp and sibling discount rates are weekly. A la carte rate is daily

School Age Camp Program		Weekly Tuition	Sibling Discount (10%)	Sibling Discount Rate
5 Days/Week	6/18-6/22	\$320	-\$32	\$288
	7/9-7/13	\$320	-\$32	\$288
	7/16-7/20	\$320	-\$32	\$288
	7/23-7/27	\$320	-\$32	\$288
	7/30-8/3	\$320	-\$32	\$288
	8/6-8/10	\$320	-\$32	\$288
	8/13-8/17	\$320	-\$32	\$288
	8/20-8/24	\$320	-\$32	\$288
4 Days/Week	6/25-6/28	\$260	-\$26	\$234
	7/2-7/3 & 7/5-7/6	\$260	-\$26	\$234

* We will be closed on June 29th for Professional Development and July 4th for Independence Day

A La Carte Daily Drop In Rates	Full Fee Rate
Full Day Drop In (8am-6pm)	\$93

*Drop in is subject to availability

Weekly Adventures Dates	Theme
6/18-6/22	Play in Motion
6/25-6/28	All About Me
7/2-7/3 & 7/5-7/6	Art & Science
7/9-7/13	Expressive & Musical Arts
7/16-7/20	Sensory Exploration Bonanza
7/23-7/27	Inventors in Motion
7/30-8/3	Build & Explore
8/6-8/10	Play in Motion
8/13-8/17	Fairy Tales & Storytelling
8/20-8/24	Nature in Philly

After School Program Tuition September 2018 through June 2019

All program and sibling discount rates are monthly.

Enrollment	5 days/week	4 days/week	3 days/week	2 days/week	1 day/week
Monthly Tuition Rates: 3pm-6pm	\$315.00	\$278.00	\$230.00	\$170.00	\$85.00
Public School Closures/Early Dismissal	\$158.00	\$158.00	\$158.00	\$158.00	\$158.00
Monthly Tuition: Adding Public School Closure Enrollment to After School Program	\$473.00	\$436.00	\$388.00	\$328.00	\$243.00
Activity Fee	\$291.00	\$291.00	\$291.00	\$291.00	\$291.00

1. The \$291 activity fee is non-refundable and charged once in the academic year to cover the cost of special events, special instructors, activities and field trips.

2. 10% sibling discount for the second child enrolled in afterschool program.

3. Parent Student Scholarship Discount: \$50 monthly scholarship discount for families with parents enrolled in degree and/or training program.

Miscellaneous Charges

Late pick-up after 6pm	Late tuition payment fee (paid after the fifth of each month)	Date Night	Daily Drop In (3pm-6pm)	Half Day Drop in Charge (public school early dismissal (12pm-6pm))	Full Day Drop In (7:30am-6pm)
\$10 for first 5 minutes, \$1 per minutes thereafter plus additional \$50 charge	\$15	\$25	\$32.00	\$62.00	\$93.00

DISCOUNTS AND SCHOLARSHIPS – JULY 2018 THROUGH JUNE 2019

😊 Scholarships

SMNS is committed to a robust scholarship program. A needs-based Scholarship Fund is available to qualifying families through an application process. We welcome applications from all interested families. Please ask for a scholarship application in the office.

😊 Subsidized child care

In addition, the Saint Mary's Nursery School is a provider for subsidized childcare through the Child Care Information Services (CCIS) childcare subsidy program. CCIS can be accessed through the web at www.philadelphiachildcare.org, or by phone at 1-888-461-KIDS (5437)

😊 Are you a parent and a student

Saint Mary's Nursery School offers a \$50 per month scholarship to families with one or more parents enrolled in a full time education program. This scholarship does not require the completion of the full scholarship application. If you, or your spouse/partner are a full time student, please ask for the student declaration form in the office.

😊 Tax Benefit

Student scholarship may be returned to The Saint Mary's Nursery School as a tax-exempt donation. A receipt for the monthly donation will be generated each month and an annual letter of acknowledgement will be issued for tax preparation purposes.

**SAINT MARY'S NURSERY
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