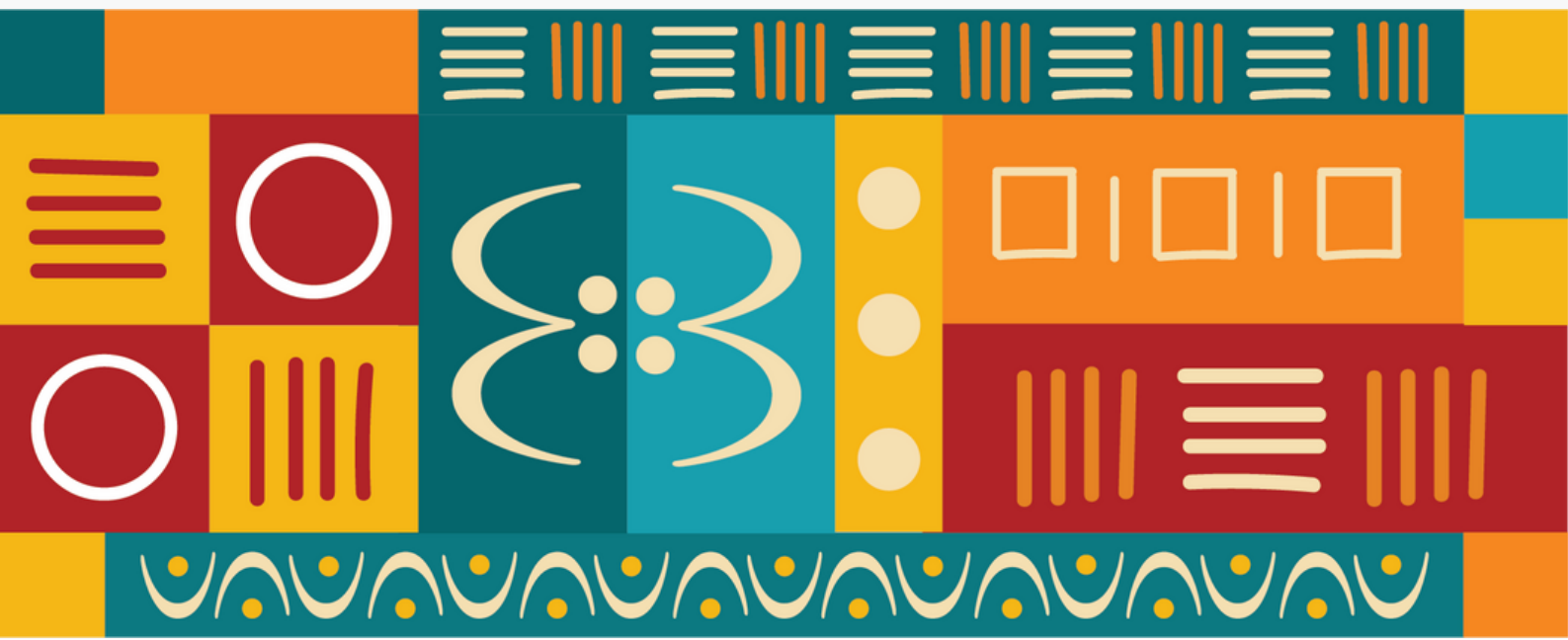


Primary Years
Playgroup (EYP)



Parent

Handbook





We would like to welcome you and your family to Al-Rayan International School, and to introduce you to the first stage of school life, known as the Early Years Foundation Stage-EYFS. This includes mainly the Playgroup year (12 to 28 months).

Children are born ready, able, and eager to learn. They actively reach out to interact with other people, and in the world around them. Development is not an automatic process, however, it depends on each unique child having opportunities to interact in positive relationships and enabling environments.

EARLY YEARS PROGRAMME

*Playgroup
12-28 months*

Our aim throughout the Foundation Stage is to extend a child's knowledge of themselves and the world they live in by providing a supportive, caring environment. The curriculum is planned to allow each unique child to build up maximum levels of self-confidence and self-motivation, whilst playing and learning harmoniously with others.

Starting school marks a new and exciting stage of life for both children and their parents. This handbook has been put together by management to answer some of the questions that you may have. However, if there is anything else that you would like to know, please do not hesitate to contact the school.



STARTING SCHOOL & VISITS

Parents are given the opportunity to pay informal visits to the school prior to bringing their children to the Playgroup. We regard this as a social visit where we can meet you and your child, talk about their likes and dislikes, and show them around the school. It is also a good time to meet the team of foundation stage staff and have a look at our lovely gallery.

It is also an opportunity for you to ask questions and for us to clarify anything that is not clear. We find that this time is valuable for everybody, and the children particularly remember such visits several months or even years later! We will arrange a time and date that is convenient for you.

Starting school life can be quite exhausting for some young children with new friends to make, a new environment to explore and a new structure to the day. To make the transition easier children will have a staggered start, meaning all children will not start on the same day or time.

We will speak to each parent to get a better picture of their child's needs and this information will be used to group children for their start at ARIS. The time and date for your child's start will be communicated to you well in advance.

PICK-UP AND DROP OFF

Playgroup children will be dropped off, valet style in the RED ZONE. If your ward is crying we will designate a safe spot for you to pull over and walk your child to the assistants at the gate. Please hand your child to gate assistant, we will let you know how they are doing throughout the day.



PLAYGROUP TIMING

The Playgroup begins at 8:00 am and ends at 3:20 pm. Parents can pick up their children earlier. Please contact the administration to inform them.

keep in mind that if you are late in the morning your child will miss an important part of the school day.

It is also important that you pick up your child on time every day. It can be very upsetting for them to be the only ones left after all of their friends have gone home.

It is school policy not to allow a Foundation stage child to be collected by a school-age older brother or sister. If this is unavoidable you will need to inform us in writing. If another adult is collecting your child from school please let the administration know beforehand.



FOOD & NUTRITION

Children at the foundation stage are entitled to snack (fruit time) and lunchtime breaks. This is to enable them to have a balanced outdoor provision as enshrined in their curriculum.

Lunchtime is an important part of the day when the children come together in their groups, allowing them to learn more about friendship and social gatherings. The skills of self-feeding and care will also be an important focus. Good manners are a valued part of this time together.

At lunchtime, we encourage all children to have healthy meals and packed lunches. In view of this, we would entreat parents to avoid giving their children sweets, chocolates, crisps, soda, or fizzy drinks. Children have access to water for drinking at all times throughout the day although you can decide to provide them with water bottles with water from home.

All leftover food is sent back to give parent feedback on what your child has eaten. A refrigerator and a microwave are on the premises to ensure safe food handling. Please notify the school staff of any needed preparation.

We also have a school menu designed by our caterer who serves hot meals at this time. If you would like more information about our monthly menus please ask Administration.

We promote independence therefore we advise that children should be equipped with school bags and food and beverage containers that are easy for them to handle without help. Those items need to be clearly labeled. Glass containers are not allowed. Nuts and nut products are strictly forbidden.

CLOTHES, COMFORT & COMMUNICATION



Playgroup children come to school in mufti (personal attire), older children have prescribed uniforms. Send your child in clothes that allow your child to participate fully in our play-based programme, remember these items may get stained or soiled.

Appropriate and safe footwear is required for outdoor play. If your child wants to wear other shoes to school, please make sure that s/he has a pair of sneakers to change into for outdoor play. Open-toe shoes are not safe for outdoor play.

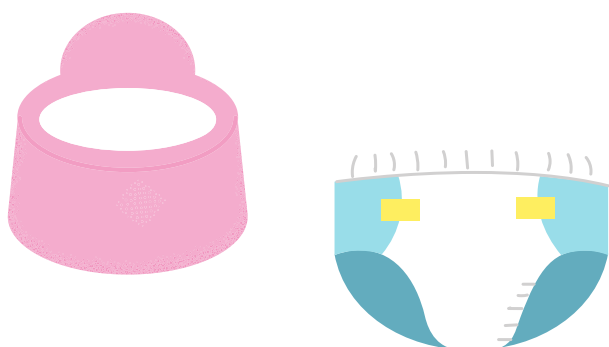
Each child should have a complete set of extra clothing to be kept at school including underwear and socks. All clothing should be clearly labeled with your child's name



If it will help your child feel more at home during the day, we welcome comfort items such as his/her favorite pacifier, doll, stuffed animal, book, or items that contribute to our activities

These items need to be small enough to fit within each child's individual cubby space. If you have any questions about what to bring please message your child's teacher.

POTTY



ARIS Playgroup children are not required to be toilet trained by a specific age. We believe that a child should begin toilet training when he/she is physically and psychologically ready.

Parents and teachers should be alert to signs of readiness and together discuss an individual plan.

We will continue the toilet training process at school once it has begun at home.

Children in diapers are changed every other hour and on an as-needed basis.

COMMUNICATION



Our Teachers are the school's single most valuable and important asset. The School does its utmost to make ARIS a happy and contented place of work. All staff is held in high esteem and with equal respect. Personal and professional development is encouraged. Teamwork is our hallmark.

Communication with teachers at ARIS is available through Seesaw, 3-way conferences, and scheduled parent visits.

PLAYGROUP ACTIVITIES



Personal, Social, and Emotional Development

This area underpins all the children's learning and needs to be secure for maximum learning to take place in the remaining seven areas. Children are encouraged to co-operate with others working in groups whilst also building their own independence and self-confidence. Children are taught how to play and work harmoniously together.

Communication and language

Activities are planned where children can communicate in a variety of situations and languages (English, Arabic, and French), they are taught rules for good speaking and listening e.g. using role-play and puppets, in addition to developing their vocabulary.

Physical development

Children have access to our 'indoor and outdoor' classrooms where we have a range of apparatus and wheeled vehicles. They also take part in games, gymnastics, and dance-based activities. The outdoor classroom includes sand play, water play, and Gym.

Mathematics

Using games, practical activities, songs and discussions children are taught about numbers, measurement, shape, and space. Children are provided with opportunities to sort and match objects and to record their findings at a level appropriate to them.

Assessment

On-going Formative Assessment is at the heart of effective early years practice.

At ARIS, Practitioners will:

- Observe children as they act and interact in their play, everyday activities, and planned activities, and learn from parents about what the child does at home (observation).
- Identify where the child may be in their own developmental pathway in all 7 areas (assessment).
- Consider ways to support the child to strengthen and deepen their current learning and development. Practitioners will develop many different approaches in response to the children with whom they work (planning).
- Identify possible areas in which to challenge and extend the child's current learning and development (Individual Educational Plan). This way of teaching is particularly appropriate to support learning in early years' settings.

Playgroup Profile:

- Our children are assessed at the end of the Playgroup year using the Early Years Foundation Stage Profile (based on Early Learning Goals). This formal Summative Assessment focuses on all the areas of learning as detailed above.

Understanding the world

Activities are planned to explore and find out about the environment we live in and people and places that bear significance on the children's lives. Children are given opportunities to plan, predict, experiment, and question a variety of topics in a variety of situations.

Our classrooms have an interactive whiteboard to support the development of children's ICT skills.

Expressive Art and Design

The children are involved in a variety of creative activities, such as art, cooking, design and technology, music and movement all planned to assist in developing the children's ability to explore and share their thoughts, ideas and feelings.

Arabic/French

The study of Arabic/French at the Foundation stage is what also makes us a strong school as far as the learning of languages is concerned. Children are expected to learn Arabic right from playgroup and this runs through the whole school. The curriculum is delivered by competent, experienced and dedicated teachers who use various engaging strategies to get pupils engrossed in the language.

HEALTH & SAFETY



Health and Safety

The problem of communicable disease is prevalent in every group and ARIS is no exception. Parents must make other arrangements for the care of their children when they show symptoms of any deviation from normal health. If a child becomes ill at ARIS the Coordinator or Teacher will immediately notify the parents. The child will be kept separated from the group until taken home.



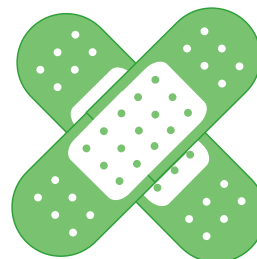
Medication

The administering of medicine to a child outside the doctor's office or a health institution is a parental responsibility and should not be delegated to school personnel except under unusual circumstances. Only when necessary will the school allow the administration of medication on the school premises.



Children should not come to school with any of the following:

- Fever of 100 degrees underarm (auxiliary) or higher, and if they also have one or more of the following: diarrhea, earache, shows signs of irritability or confusion, sore throat, rash.
- Vomiting on two or more occasions within the past 24 hours.
- Diarrhea – three or more watery stools in a 24-hour period.
- Draining rash or undiagnosed rash lasting over a 24-hour period.
- Eye discharge or pink eye. Children can return to school after medical diagnosis to rule out bacterial or viral infection or after 24 hours of antibiotic treatment.
- Fatigue that prevents participation in regular activities.
- Open oozing sores and scabs, unless properly covered and 24 hours on antibiotic treatment.
- Head lice – until treatment is effective and a follow-up check has been made by school personnel.



Minor Injury

In case of minor injury or accident, the staff will administer basic first aid. All injuries or illnesses not requiring immediate parental notification will be documented and reported to parents when the child is picked up at the end of the day.



Medical Emergency

In case of medical injury or illness requiring immediate professional care (emergency), the Administration staff will call The **West African Rescue Association (WARA)**, in which the child had already registered, giving location and nature of the emergency. As appropriate, the staff will administer basic first aid measures. Parents will be notified immediately. If parents are unavailable, those individuals designated as emergency phone contacts will be notified.

All children must have an emergency medical release form on file in case of such an emergency.



Fraud Alert!

ARIS will never transport your child to any hospital nor ask for any mobile money, without your prior consent.

Criminal persons have called our families and acted as if they were the hospital and required the parents to send mobile money for emergency care of their ward. Please notify us if you ever receive a fraudulent call.