

# Gerald McShane School Standards and Procedures 2022-2023



Dear Pre-K families,

The following document will explain and take you through the Pre-K program and the activities that compliment the program at Gerald McShane.

## **The Quebec Preschool Education Program:**

The Ministry of Education Preschool program covers five competencies. For more information, please visit the Ministry of Education website at

<http://www.education.gouv.qc.ca/en/teachers/quebec-education-program/preschool/>

**Report Dates:** The children will receive a First Communication in October according to his/her development. They will receive three Developmental Communications; November, February and June with comments/observations under each competency.

**Dress Code:** School dress code is white top and black bottoms. Only red, black or white sweaters are permitted to wear over their white tops. Please label all items of clothing including hats, gloves, etc.

**Important Days:** Please refer to the class schedules for more details.

**Physical education:** Pre-KA ---- Mon. & Fri.

Pre-KB ---- Mon. & Fri.

\*\*\*This period lasts only 30 minutes and therefore the children will not have time to change their clothes, however, they should come to school with their phys. ed. t-shirt or white t-shirt and black shorts/pants and running shoes.\*\*

**Music:** Pre-KA ---- Tues. & Wed.

Pre-KB ---- Tues. & Thurs.

During this period, the children will engage in songs and movement. They will discover new and fascinating instruments.

**Art:** Pre-KA ---- Thursday

Pre-KB ---- Wednesday

During this period, the children are introduced to various art techniques. They will create art by using several art materials.

**Library:** Pre-KA & Pre-KB ---- Tuesday

The students will visit the library every week and they will meet Ms. Nancy, our librarian. They will be allowed to borrow one English and one French book a week. Only children who return books will be allowed to borrow other ones. Reading stories with your children daily will allow your child to develop an interest in books and reading as well as expand their vocabulary.

**Show and Tell:** Pre-KA ---- Friday

Pre-KB ---- Friday

This year the children will be allowed to bring in a "show and tell" item. This will encourage the children to speak in front of others and use descriptive words.

**Spiritual Animator:** Pre-KA ---- Every third Thursday

Pre-KB ---- Every third Thursday

Ms. Mary is our school's spiritual animator and she will visit our class every third Thursday and discuss various topics with the children including holidays and special events.

**Smart board:** Each classroom has a smart board for students to use during class time with the teachers' supervision. They will explore educational sites and games.

**Scholastic Book Order:** Each month your child will receive a Scholastic order form. If you choose to buy books, please order and pay online. Use our class code (given in the agenda) for our classroom to receive points.

**My First School Book:** This is a writing program called Handwriting Without Tears. We will work with this book throughout the year to reinforce letter, number, shape and color recognition.

**Pre-K Morning Work:** This is a package that the children use to practice basic skills such as tracing, writing their name and writing letters and numbers.

**Absences:** Please call the school (514) 321-1100 in the morning to let us know the reason for your child's absence. If you know your child will be absent, please write us a note in the agenda.

**Agenda:** The agenda should always go back and forth from home and school and it should be a source of communication between us. Please let us know of any schedule changes concerning your child, such as pick-up, bus or daycare routines. **Also, please initial it every day so we are aware you have seen our notes and/or memos.**

**Remind App:** Please make sure to join our classroom app as it is a way to stay connected. Any last minute reminders and/or updates will be posted on this app.

**Birthday Invitations:** In order to alleviate hurt feelings, we will only distribute birthday invitations if ALL children in the class have been included. If you wish to only invite a few friends, please handout invitations outside of school or by email. We understand that their birthday is a special event, however please refrain from bringing in any snacks/desserts for the class, due to various allergies.

PKA --11 children

PKB--8 children

**E-Mail:** Most memos will be sent via e-mail. Please let the office know if you are not receiving any e-mails.

**Change of clothes:** Please provide an extra set of clothes (school colors) for your child in a plastic bag that has been labeled with your child's name. The bag will remain in school and will be returned only if clothes have been changed.

**Snacks:** Gerald McShane is a nut-free school, therefore please do not include any nut products in their lunch bag (trail mix, peanut butter, nutella etc.)

The children have two snacks during the day. Please provide a refillable water bottle and placemat for your child.

- **Morning Snack:** The children should have a fruit, vegetable, yogurt or cheese.
- **Afternoon snack:** If possible, please limit the amount of chocolate, chips, candy, chocolate cookies or fruit roll-ups.

If you order Hot Lunches (can be done on the EMSB website through Mini Bistro), please include two snacks from home.

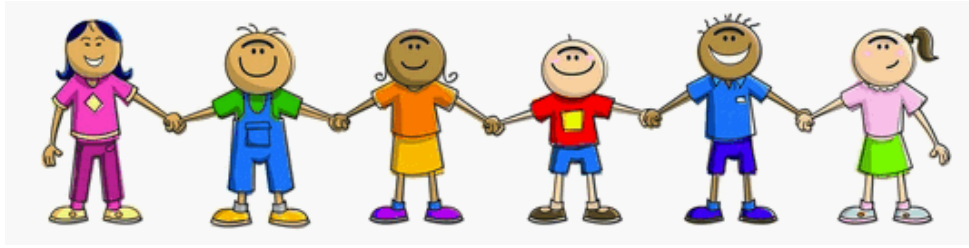
**Recess:** Morning recess is from 10:00-10:20, lunch recess is from 11:55-12:15 and afternoon recess from 1:15-1:35. Students will be playing in the preschool yard.

**Things to practice at home:** Getting dressed, zipping jackets, bathroom hygiene as well as tidying up their work space.

**Themes of the year:** Please note that this list may be modified.

Back to School, Fire Safety, All About Me, Fall, Thanksgiving, Halloween, Winter, Christmas, New Year's, Valentine's Day, Cabane à sucre, Nutrition, Spring, Easter, Mother's Day, Father's Day, End of School, Summer

**Gerald McShane website:** [www.emsb.qc.ca/geraldmcshane](http://www.emsb.qc.ca/geraldmcshane) and follow our Facebook and Instagram pages for photos and updates.



You can contact us at the school: 514-321-1100 or by writing a note in your child's agenda.

We are looking forward to working with you and your child as they enter a new chapter in their lives—school! The goal of this full-day pre-k program is to provide your child with positive and meaningful connections to school and we are sure we can achieve it!

Thank you in advance for your cooperation.

To many happy days,

**Ms. Melissa & Ms. Pammy**

[mroma@emsb.qc.ca](mailto:mroma@emsb.qc.ca)      [placroce@emsb.qc.ca](mailto:placroce@emsb.qc.ca)

4 year old kindergarten teachers

# AREAS OF DEVELOPMENT, COMPETENCIES, FOCUSES OF DEVELOPMENT AND KEY FEATURES<sup>4</sup>

Areas of development and competencies	Focuses of development	Key features
<b>Physical and Motor Development</b>  <b>Increases physical and motor development</b>	<b>Motor skills</b>	<ul style="list-style-type: none"> <li>› Explores sensory perceptions</li> <li>› Develops body awareness</li> <li>› Uses gross motor skills</li> <li>› Uses fine motor skills</li> <li>› Explores the concept of space</li> <li>› Explores the concept of time</li> <li>› Discovers lateral dominance</li> <li>› Explores different ways of moving</li> </ul>
	<b>Healthy lifestyle habits</b>	<ul style="list-style-type: none"> <li>› Explores the world of food</li> <li>› Explores different ways of relaxing</li> <li>› Adopts practices associated with good personal hygiene</li> <li>› Learns about safety</li> </ul>
<b>Emotional Development</b>  <b>Builds self-awareness</b>	<b>Self-knowledge</b>	<ul style="list-style-type: none"> <li>› Recognizes own needs</li> <li>› Recognizes own characteristics</li> <li>› Expresses own emotions</li> <li>› Regulates own emotions</li> </ul>
	<b>Self-confidence</b>	<ul style="list-style-type: none"> <li>› Explores own autonomy</li> <li>› Responds with confidence</li> </ul>

Areas of development and competencies	Focuses of development	Key features
<b>Social Development</b>  <b>Maintains harmonious relationships with others</b>	<b>Sense of belonging</b>	<ul style="list-style-type: none"> <li>› Shows openness to others</li> <li>› Participates in group activities</li> <li>› Collaborates with others</li> </ul>
	<b>Social skills</b>	<ul style="list-style-type: none"> <li>› Gradually complies with rules of conduct</li> <li>› Creates connections with others</li> <li>› Regulates own behaviour</li> <li>› Resolves conflicts</li> </ul>
<b>Language Development</b>  <b>Communicates using oral and written language</b>	<b>Oral language</b>	<ul style="list-style-type: none"> <li>› Interacts verbally and non-verbally</li> <li>› Demonstrates understanding</li> <li>› Expands own vocabulary</li> <li>› Explores different kinds of statements</li> <li>› Develops phonological awareness</li> </ul>
	<b>Written language</b>	<ul style="list-style-type: none"> <li>› Interacts with written language</li> <li>› Recognizes some reading and writing conventions</li> <li>› Discovers some functions of writing</li> <li>› Knows the letters of the alphabet<sup>5</sup></li> </ul>
<b>Cognitive Development</b>  <b>Discovers the world around them</b>	<b>Thinking skills</b>	<ul style="list-style-type: none"> <li>› Acquires new knowledge relating to the subject areas (mathematics, arts education, social sciences, science and technology)</li> <li>› Uses reasoning skills</li> <li>› Uses imagination</li> </ul>
	<b>Strategies</b>	<ul style="list-style-type: none"> <li>› Takes action</li> <li>› Explores different actions</li> <li>› Explains the actions taken</li> </ul>

Pre-KA Class

Teacher: Melissa Roma

Samara	Emilia
Adam	Luca
Royal	Lea
Deïmian	Elsa
Isabella	Esmeralda
Dylan	

Pre-KB Class

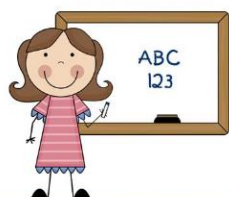
Teacher: Pammy Lacroce

Muhammed	Brooklyn
Lorenzo	Liam
Neve	Luna M.
Francesca	Luna R.



# Classroom Rules

We listen to the  
teachers



We help keep our  
classroom clean



We are nice to  
others



We play safely



## Classroom Regulations

1. In the morning, entry in the preschool yard begins at 7:45 a.m. Students then line up for their teacher and enter the school at 7:55 a.m.
2. They place their belongings at their cubby, their agenda in a basket and wash their hands. Then they begin their morning work.
3. Morning Circle (calendar, songs, weather, story)
4. Activity/Centers
5. Snack and Recess
6. Activity/Free Play
7. Lunch & Recess
8. Relaxation
9. Snack & Recess
10. Mystery Student (Each morning, a child is chosen to be the mystery student. If the child has made good choices and followed classroom rules throughout the day, he/she chooses a prize from the mystery student prize box at the end of the day.)
11. Students are dismissed accordingly.

**\* \* Stop and Think Chair:** This is used when a child makes a poor choice or does not follow classroom routines and rules.

A discussion follows about what they could have done instead. \* \*

**START →**



1. Wet hands



6. Turn off  
taps with  
towel



5. Towel dry

# HAND WASHING STEPS



2. Soap  
(20 seconds)



3. Scrub backs  
of hands, wrists,  
between fingers,  
under fingernails.



4. Rinse

# The Nothing Poem



When children come home  
At the end of the day,  
There's a question they're asked  
As they scurry to play.

*"Tell me, what did you do in school today?"*

*"Nothing. I did nothing today!"*

Perhaps nothing means that I played with blocks.  
Tied my own shoes, or found beautiful rocks.  
Maybe the monarchs hatched today.  
Or maybe I found a new friend to play.

Maybe today was the very first time  
My scissors followed a very straight line.  
Perhaps I learned a new song,  
and sang all the words,  
Or I touched a feather from the strangest of birds.

When you're in preschool and your heart has wings,  
"Nothing" can mean some wonderful things!

- Author Unknown

