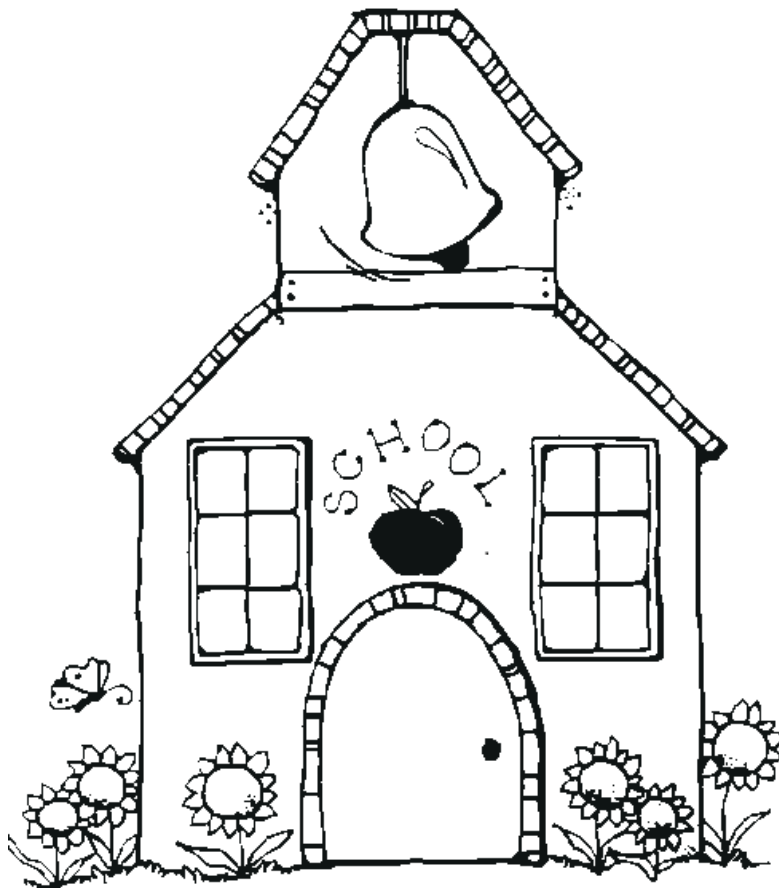


Resurrection Catholic School  
Preschool/Pre-k Handbook

2026-2027



Welcome To School

# Resurrection Catholic School

## Preschool/Pre-K Handbook

4900 N. Woodlawn, Bel Aire, KS 67220

**(316) 744-3576**

Welcome to Resurrection Catholic School Preschool/Pre-K Program. We are so excited to have your child enrolled in our early childhood program. Our program is designed to foster a love of *God*, others, and self while building a foundation for academic success through a commitment to the spiritual, social, emotional, physical, and cognitive formation of the child.

We will provide a developmental education within a *Christian* environment, developing virtues, and increasing responsibility. Learning about *God's* world and His Son, *Jesus Christ* will be at the heart of our teaching. It is a special privilege to share with your child the growth and excitement that will take place each day. Our program is non-discriminatory to race, color, religion, national origin, ancestry, physical handicap, or sex in accordance with K.S.A. 44-1009.

### **Areas of Emphasis**

- Nurturing children's relationships with *God*
- Enhancing language and pre-reading skills
- Developing social awareness and appropriate behaviors
- Encouraging creativity
- Promoting a positive self-esteem and self-image
- Developing self-expression and communication skills
- Actively promoting the development of fine and gross motor skills
- Introducing science methods
- Exploring mathematical concepts
- Fostering a positive attitude toward school and learning

## **Half Day Preschool Arrival & Dismissal**

The morning Pre-k class (4-year-olds) starts at 7:50 a.m. Please walk your child to the front entrance of the school. Please walk your child to the front entrance of the school. The teachers will be at the door to greet each student starting at 7:40 a.m. and 12:40. Dismissal is at 11:00 a.m. for the morning class and 3:15 p.m. for the afternoon class. Dismissal will be at the front entrance of the school. The teacher will bring the students outside to greet the parents. You may pull up on the curve or park in one of the parking spaces. Preschool/Pre-k parents are the only parents using this area for morning drop off.

**If your child is to be released to anyone other than his/her parents, please email, send a written note, or call the school office. If your child will be attending latchkey before or after school, please notify the teacher in advance.**

## **Full Day Arrival and Dismissal**

Class starts at 7:50 a.m.. Please walk your child to the front entrance of the school. The teacher will be waiting inside the double doors for the students. Any student going to morning REACH will be dropped off in the gym. Students will be dismissed at 3:15 from the front of the school. Afternoon REACH is available to the pre-k students.

**If your child is to be released to anyone other than his/her parents, please email, send a written note, or call the school office. If your child will be attending latchkey before or after school, please notify the teacher in advance.**

## **Discipline Policy**

Each student is made in the image and likeness of God and will be treated as such. All teachers and staff members will comply with the state regulations on discipline and not use any of the prohibited methods of punishment as described by K.A.R.28-4-427.

Positive reinforcement is usually quite effective with young children. Preschoolers frequently display appropriate behaviors, and this provides many opportunities to reinforce good decision-making. We will go over classroom rules, and role-play to practice what following the rules looks like. Should a situation merit disciplinary action, re-direction and "time-away" are options the teacher may use. We encourage and practice problem-solving skills, and we strive to teach children to be responsible for their words and actions. Whenever possible, we will use natural or logical consequences. A natural consequence is the natural result that happens because of the child's action. For example, if a child gets upset because he chose to be the caboose instead of the light helper, the natural consequence would be that he could sign up to be the light helper tomorrow. A logical consequence would be if a child's actions require adult intervention because the child's safety or that of another child is at risk. The goal of a logical consequence is to help the child correct their behavior. For example, if a child is choosing to throw sand out of the sand table, the child would be asked to help clean up the sand, and then choose another center. He may be given the opportunity to try that center again the next day.

If a persistent behavior problem should arise, the teacher will contact you by note or telephone. We will work together to come up with a behavior plan. But, should a specific behavior problem persist and cause harm or injury in any way to other students, the school reserves the right to have you withdraw your student from preschool.

## **Classroom Rules**

1. Cooperate with all teachers and classmates
2. Show respect for others by being patient and polite (Be Kind)
3. Treat personal and school property appropriately (Be Clean)
4. Follow all safety procedures (Be Safe)

## Partnership with Parents

If you have questions or concerns regarding your child, please feel free to contact the teacher at any time. Also, please keep the teachers informed of any changes that your family or child are going through. The birth of a new sibling, moving to a new house, a death in the family, or a separation can affect every child differently. It is our goal to work with you to help your child and family in any way possible. Conferences will be towards the end of October and February. Kindergarten Readiness Testing (PRE-K students only) will be in March/April.

## School Website

The school's website, [www.resurrectionwichita.com](http://www.resurrectionwichita.com) is a great way to get information about the school or our class. Each teacher has his or her own web page under the "school" tab. The class monthly calendar is also a good way to follow along with what your students are discussing in class.

## Class Supplies:

The **ONLY** class supplies that your student will need is a backpack and a water bottle. The backpack needs to be **large enough for a regular-size school folder to fit easily inside**. Please make sure your students' name is on their backpack.

The teacher supplies the other class supplies with the supply fee you pay at enrollment.

## Monthly Calendar/Take Home Folder

A monthly calendar will be sent home toward the end of each month. It will contain general information and a brief outline of the up-coming month's activities. The folder will be a form of two-way communication for parents and teachers. **Please check their folder every night as it will be checked every morning.**

## **Snacks & Lunch**

**If your child has food allergies of any kind please let us know. Snacks will be provided by the school.**

For children who are enrolled in the Full-Day Pre-K program, lunch will be at 11:00 every day. You may choose to purchase a hot lunch or send in a sack lunch from home. Lunches brought in from home should not need to be heated. You must also make sure that it is healthy and meets the state's nutrition requirements. **You must send in a protein, bread, fruit, and vegetable (or two fruits or two vegetables).** They must also have milk; soda and candy are not allowed in cold lunches. Hot lunches will be provided by the Resurrection Lunch Program.

## **Appropriate Dress**

Please send your child to school in comfortable play clothes. We will get dirty at school. Make sure the clothes are easy to get on and off since students must be independent in the restroom. Please mark your child's name on any clothing accessories, such as coats and hats. Girls are required to wear shorts under dresses or skirts. Tennis shoes or dress shoes with socks are required. Sandals and flip-flops may not be worn.

Preschool students are also expected to follow the applicable dress and appearance policies outlined in the Resurrection Catholic School Parent-Student Handbook.

## **Toilet Training**

All children **must** be fully potty trained before coming to preschool. If your child is wearing "Pull-Ups", we must assume that he/she is **not** toilet trained, and we will ask that you wait to enroll. Likewise, any child that has three "accidents" in a two-month period will be asked to wait to enroll. We know that accidents happen so please keep a change of clothes (pants, socks, underwear, etc.) in their backpacks at all times.

## **Rest Time (Full Day Pre-K children only)**

Students who participate in the Full Day program shall be encouraged to nap or rest according to their individual needs. Children who do not sleep shall be permitted to have quiet time. **Please send a small blanket and/or pillow labeled with your child's name that can be used during rest time and kept at school.** The blanket will be sent home bi-weekly to be washed.

## **Illness**

Children with fevers, vomiting, diarrhea, etc. within the last 24 hours should **NOT** be sent to school. Any child who becomes ill or is injured during school hours will be taken to the school office. The parents, or emergency contact person, will be notified as soon as possible.

## **Health Records**

The KCI (Kansas Certificate of Immunization) is required and all immunizations must be current according to Kansas Health requirements. Yearly physicals will be required. A health history must be completed on each student.

## **Birthdays/Holidays**

Birthdays provide a wonderful opportunity for your child to be recognized. If you notice an accidental failure to schedule your child's birthday on our monthly calendar, please let us know as soon as possible. Summer birthdays will be celebrated as well throughout the year. **No cupcakes or cake** for snack will be allowed, they are just too messy! This is a quick celebration, please do not bring extra activities or party favor/treat bags. **Birthday invitations may only be passed out at school if the whole class is invited.** Holidays will be celebrated in the classroom, with a class party.

## **Book Orders**

Most months' a book order from Scholastic Book Club will be sent home. The books are reasonably priced, and any purchases help our classroom earn bonus books and materials! You are under no obligations to order anything. If you do choose to order, you can order directly on-line by using the teacher code on the paper flyer.

## **Field Trips (Pre-K classes only)**

We usually take 3 field trips during the school year. Parent volunteers will be needed to provide transportation and supervision. **Any parent wanting to drive/supervise on a field trip, must be Virtus training.** You may call the school office for details. Information regarding field trips will be sent home in advance for the field trip. All children will be required to provide their own booster seat for each field trip. Please mark your child's seat and leave it outside the classroom door on the day of the trip. **NO siblings allowed on our field trips.**

## **School Cancellations**

School cancellations, due to inclement weather, will follow the decision of the Wichita Diocese. All local television and radio stations will report any school closings. You will also get a school messenger phone call.

## **Absences**

If your child is going to be absent, please notify the office (744-3576). If you know in advance, a note/email to the teacher would be helpful.

## Preschool Sessions and Tuition

Tuition for the year is divided into 10 equal payments, or, you may pay the full tuition amount at the beginning of the school year.

### Preschool

Mon. & Wed. 3-year-old class 12:45-3:15 P.M. \$1150 year/\$115 per month  
(Resurrection Parishioners)

Mon. & Wed. 3-year-old class \$1250 year/\$125 per month  
(Non-Parishioners)

### Pre-k

Mon-Wed-Fri 4-year-old class 8:00-11:00 A.M. (PRE-K) \$1600 year/ \$160 per month  
(Resurrection Parishioners)

Mon-Wed-Fri 4-year-old class \$1750 year/ \$175 per month  
(Non-Parishioner)

Full-Day M-F 4-year-old class 8:00-3:15 P.M. \$5500 year/\$550 per month  
(Resurrection Parishioners)

Full-Day M-F 4-year-old class 8:00-3:15 P.M. \$6500 year/ \$650 per month  
(Non-Parishioners)

Monthly tuition is due to the school office on or before the **1<sup>st</sup> of each month (August-May)**. August tuition will be due on the first day of class. A **\$10 late fee** will be assessed for payments not received on time. If paying by check, please put your child's name on your payment so that proper credit is given to the intended account. Tuition may also be paid online through power school. **If your account is not current by the end of the month, your child will not be permitted to attend class until the account is current and payment for the next month has been received.**

## **Class Withdrawal**

In the event that it is necessary to withdraw your child from school, please notify the principal in writing as soon as possible. If the principal is informed prior to the 1<sup>st</sup> of the upcoming month, sessions will be pro-rated; otherwise, you will be expected to pay for the entire month.

*After reading carefully, please sign and date. Please return this section to verify that you understand and agree to follow the terms stated in the handbook. Thank You!*

I have fully read, understand, and agree to the terms in the  
Resurrection Catholic Preschool/Pre-k Handbook.

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

## It looks like I'm playing, but. . .

In the **Dramatic Play Center**, I am learning social skills, emotional skills, independence, oral language, imagination, responsibility, and life skills.

In the **Block Center**, I am learning motor skills, math concepts (number, size, shape, and space), oral language, social skills, eye-hand coordination, self control, and imagination.

In the **Art Center**, I am learning creativity, small motor skills, problem solving, sharing, cooperation, independence, and responsibility.

In the **Math Center**, I am learning oral language, social skills, small motor skills, concepts about quantity, shape, size, pattern, and interest in math tools.

In the **Library Center**, I am learning alphabet knowledge, oral language, print knowledge, listening skills, eye-hand coordination, concepts about the world, phonological awareness, visual skills, tracking left-to-right, phonics and motivation to read.

In the **Science Center**, I am learning curiosity about the world, sensory skills, problem solving, language skills, and the scientific process (observing, predicting, experimenting, recording, and reporting).

In the **Table Toys Center**, I am learning small muscle skills, eye-hand coordination, social skills, concepts about size, shape, color, and patterns, and increasing my attention span.

In the **Writing Center**, I am learning about eye-hand coordination, small motor skills, alphabet knowledge, self-confidence, vocabulary, and interest in print.

In the **Music and Movement Center**, I am learning about listening skills, creative expression, social skills, and concepts about sound, volume, tempo, and rhythm.

In the **Sand & Water Center**, I am learning about textures and properties of different substances, cause and effect, sharing, and concepts that involve weighing, measuring, and sorting.

In the **Computer Center**, I am learning about eye-hand coordination, problem solving, sharing, cooperation, independence, and many different concepts about letters and numbers.

## I am Learning Through Play

(From Dr. Jean Feldman's "Tips, Tricks, and Terrific Ideas")