



2025-2026

Parent Handbook

**1350 N. Grant
Kennewick, Washington 99336
509-783-5465 ext. 237
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JUNGLE GYM PRESCHOOL STAFF

Teachers: Ms. Briana, Ms. Arizona
Director: Yzabelle Openshaw

OUR GOAL

Our goal is to promote the four main areas of development (social, emotional, cognitive, and physical development) in a safe and happy environment. We plan our day with these goals in mind. Here at Jungle Gym Preschool, we realize that each child is unique in his/her own way and we are proud to provide an environment where children can spread their wings and fly.

THE JUNGLE GYM PHILOSOPHY



Jungle Gym Preschool teaches through observation, hands-on experiences, and using real life materials/tools to open the doorway to a child's mind. Your child will learn ABC's and 123's along with science, literature, and mathematics in a hands on, fun and positive environment. We explore the concepts of social interaction, problem solving, and building relationships.

AGE/ADMISSION

Children enrolling in the Jungle Gym Preschool must be 3-5 years old by August 31st of the current school year. They must also be potty trained. This includes being able to wipe themselves independently after a bowel movement.

CLASS HOURS

Monday thru Friday 12:00 - 3:00 p.m.

STUDENT DROP-OFF

Please wait outside the preschool door until it is opened. We ask that parents encourage their child to visit the potty one more time before entering class. We ask that your child be signed in/out daily. Please be on time so as to not disrupt the class. The door will be opened promptly at 12:00 p.m.

STUDENT PICK-UP

Preschool ends promptly at 3:00 p.m. each day. Any child not picked up by a parent or guardian by 3:05 p.m. will remain in the preschool room at the rate of \$1.00 per minute late, payable that day at the front desk. We ask that parents wait in the hallway until the teachers open the doors to dismiss class.



ADDITIONAL PICK-UP RULES

Only those listed on the student intake form will be allowed to pick up a student. No exceptions. Please keep this form updated and teachers informed if someone new is picking up your child. Identification will be required if we do not recognize the person picking up your child.

SCHOOL CALENDAR

Preschool is in session every scheduled day beginning September 3, 2024 (excluding holidays and most school closures). A calendar will be available each month with reminders.

CANCELLATION POLICY/SNOW DAYS

Our class follows the Kennewick School District Policy on cancellation and school closures due to inclement weather. However, if a 2 or 3-hour delay has been announced, we will still hold preschool. If a cancellation is announced, we will also cancel. Please tune into your local news and radio stations for updated information or **visit our Facebook page**.

JUST IN CASE

If your child has a "potty" accident during preschool, we will provide loaner clothing if needed and help the child clean. To discourage accidents, we ask that you dress your child in clothing THEY can easily get on and off. Clothing with buckles (overalls & belts), long dresses, tights, etc. are some examples of clothing that children find difficult to manipulate in the bathroom. In their backpack,

please provide a change of clothes for this possibility. If accidents become chronic, we may discuss delaying your child's attendance.

SICK POLICY

Our goal is to provide a safe and healthy learning environment for preschool students. In order to effectively provide this environment, we have developed the following guidelines to assist you when deciding if your child should come to school

- If your child has had a fever within the last 24 hours
- If your child is listless and not feeling well
- If your child has a runny nose that is not clear
- If your child has a persistent cough
- If your child has vomited within the last 24 hours
- If you want your child to stay indoors
- If your child has diarrhea
- If your child has needed medication for any of the above in the last 48 hours

If any of the above pertain to your child, it would be best for everyone concerned that he/she stays at home. If you have any questions or want to discuss these guidelines with us, please message the teacher before school begins.

OPEN DOOR / VISITOR POLICY

Parents are always welcome! Feel free to observe the classroom at any time or briefly join your child during preschool. We ask that if you plan on helping that other arrangements are made for siblings.



DISCIPLINE POLICY

We operate our classroom with a regular routine and structure that our students can predict and depend on. We teach and help our students to regulate their behavior on the idea of making smart choices. When a child is found to be misbehaving or not following the rules we simply ask if he/she is choosing to make a smart choice and allow them to correct their behavior or make a better choice. We encourage our students to work through conflict and adjust behavior when necessary. In most cases, allowing a student to correct behavior on their own is

sufficient. If, however, this doesn't happen, a teacher will then have a private conversation with him/her to address what happened and why. We take these opportunities to understand/teach and help the child find a new solution if the situation happens again.

In the incident that a child is jeopardizing the safety of others and/or equipment, he/she will be removed from the area. If removing them from the area hasn't controlled the problem, a parent will be contacted.

PAYMENT POLICY

A \$75.00 registration fee and first month's tuition is due at the time of enrollment. All future payments will be set up on an EFT (electronic fund transfer). You can set this up for the monthly tuition to be deducted on the 5th or the 15th of the month. You can set up the EFT with a checking account, debit card or credit card. We do not discount tuition for school closures. The EFT form is included in the registration packet or ask your teacher for one. Once filled out please return to the service desk.

MONTHLY COST- BEFORE TAX

Member:	\$380.00
Non Member:	\$440.00

MEDICAL EMERGENCY PLAN

- In the event of a medical emergency, 911 will be called; the child's parents will then be notified.
- In the event of a non-emergency a parent will be called first. If a parent cannot be reached, an emergency contact on the registration form will be called.

PERSONAL BELONGINGS

A backpack with a change of clothes and needed outdoor wear can be brought daily. Other than scheduled Show 'N' Tell days, **we do not allow personal items brought to the preschool.**

DRESS CODE

Please dress your child for **indoor and outdoor** play each day. This includes appropriate shoes, jackets, sweaters, coats, mittens, etc. Formalwear, dress up clothes, & costumes as well as high heeled shoes, plastic dress up shoes, flip flops and shoes with no heel straps are discouraged.

We will be utilizing the facility in many different ways. Therefore, please have your child wear non-marking, closed toed shoes to preschool everyday. This will allow for various play activities. Socks are required when playing on the inside play structure.

Paint, play dough, and other fun messy things are all part of the preschool experience. Therefore, please dress your child with the intent of getting a little “dirty” sometimes.

HOLIDAYS

Children are exposed to an abundance of holiday decorations, toys, costumes, etc. at home and within our community. If you choose not to celebrate these holidays and occasions with us, please let us know in advance. We aim to provide a calm, nurturing, and educational environment for everyone.



BIRTHDAYS

In recognition of your child’s special day, we will sing and share birthday wishes. If your family would like to provide a special snack or treat for the other preschoolers, we would be happy to accommodate this. **Please make arrangements ahead of time.**

HOMEWORK

We will not be sending home any formal homework. However, Jungle Gym Preschool strongly supports reading with your child on a daily basis. We share literature with your child everyday.

SNACKS

We will have a snack every day with your child and would like your family to be a part of that process. Please send your child DAILY with a spill/leak proof water bottle. Your child should be able to open the spout! No disposable bottles. Additionally, Please provide snacks during the month assigned to the first letter of your child’s first name:

September & January: A-H

October & February: I-Q

November & March: R-Z

Preschool will provide water as needed.

Due to allergies, we will not serve foods that contain peanut butter, peanuts, or any other kind of nut.

*Ask your teacher how many children are in the class to be sure to provide enough for every student.
Snacks need to be store bought. Please no home baked goods.

SUPPLIES

Preschool is full of fun activities and crafts. We ask that you provide the following.

- 1 box of markers
- 3 glue sticks (small)
- 1 package of cardstock or craft paper
- 1 box of crayons
- 1 box of colored pencils
- 1 box of #2 pencils

These items will be shared by all students.

If you want to send additional items that tend to get used up quickly the following are always appreciated!

- Hand Sanitizer
- Zip Lock bags- All sizes
- Baby Wipes
- Buttons
- Stickers
- Straws
- Foam shapes & letters



OUR TYPICAL DAY AND ROUTINE

While there is no “typical” day in the life of a child, this list will give you an idea of what you can expect your child to be doing on a daily basis. While the activities we do are constantly changing, keeping this routine constant allows our students to anticipate what to expect every day when they come to class.

WELCOME AND ENTRY TASK

Once the door is opened, your child will hang his/her jacket and backpack and then walk into the classroom. After your child has put away his/her belongings, he/she will go over to the table to work on an entry task. The entry task will always include name recognition. This time also gives everybody a chance to get to school before we begin circle time.

STORY TIME

Reading is a fundamental tool in learning. We look forward to sharing our favorite books with your child.

CIRCLE TIME

During this time we come together as a group and sing our favorite songs, discuss the weather outside, learn about the current month, and day of the week along with other fun facts!

PHYSICAL FITNESS

During this time we get the opportunity to take advantage of some of the fun places in the Facility. Whether it be the gym, rock wall, bounce house, or inside

play structure. On nice days the playground in front of Quinault Church is the perfect place to get the children's wiggles out and enjoy the sunshine.

SNACK TIME

Snacks will be provided each day along with a drink. As the children finish eating, they learn the basic art of cleaning up their own space.

STATIONS

During this time, the children are split into groups. They spend time rotating through stations which focus on our daily lesson. We do worksheets, practice writing, paint, do crafts, and explore. This is a great time for one-on-one learning with our teachers.

DISMISSAL TIME

Once the classroom doors have opened, please come in and sign your child out. The teacher will dismiss the students one by one with any work they have done that day. During dismissal time please hold any questions until all children have been dismissed. This allows our teachers to give everyone the attention they deserve.

Thank you for your help with helping your child and their peers succeed. We are looking forward to another successful school year.

Sincerely,

Your Jungle Gym Preschool @ThePC Team

