

City of Dublin Preschool Program



The First Day of Preschool!

We all want you to have a great first day, week, and year of preschool! We are very excited to get to know each of the students and their family. Here are first day of school tips about our program. We hope this information will make your first day here more enjoyable.

Staff:

All preschool staff is required to wear our green "City of Dublin" tee-shirts, making staff very easy to identify.

Cubbies:

Each student has been assigned a spot to hold their belongings in our cubbie racks. It is a small space so we ask that you only send a small lunch box/sack and appropriate outdoor clothing when needed. There is no space for individual backpacks or spare clothing. Your child's name can be found on one of the cubbies, but please be mindful that the morning and afternoon students do share cubbies. Our staff will help you locate your child's specific cubbie. Please have your child put their snack bag, coat, etc. in their cubbie each day and take home all belongings each day. Make sure to label all belongings such as lunch containers, sweaters, jackets, etc. Please do not bring in any toys, etc., unless instructed to do so by your teacher.

Snack:

Parents provide a small (nut free) snack for snack time. Please see the handbook for healthy snack ideas. Snack time is generally allotted 15 minutes and unfortunately cannot accommodate a lunch.

First Day Jitters:

Our staff is experienced in handling the first day of school jitters. Please do your best to keep goodbyes cheerful, positive, and reassuring at drop-off. Say good-bye once and then leave the classroom. If you believe in us, your child will too! We will make every effort to work with you to make this adjustment period a positive experience. We recommend that you give your child at least one month to adjust. For those children entering our school mid-year, we suggest you visit the school with your child before leaving him/her for the day.

Sign-in/Sign-Out:

Once class starts, sign your child in and then have them wash their hands before entering the classroom daily. This will help us promote healthy habits and help prevent the spread of germs. Parents are not allowed in the student bathrooms. If you need to use the bathroom with your child, please use the adult bathrooms located at each preschool site.

At pick-up time, please wait for the staff to dismiss your child from circle time. This helps assure us that each child is safely released to your care.

Parent Participation:

There will not be any parent volunteer opportunities for the first two weeks of school. We would like the children to have the opportunity to become comfortable with their teachers and classroom on his/her own. There will be a calendar available for sign-ups starting on Meet Your Teacher Day.

Please limit the number of times you sign up on the parent participation calendar to only the minimum number of days you are required to work. You are welcome to work more but are not required to log additional days on

the parent sign up calendars. As a courtesy, please check with your child's teacher before coming in for extra work days.

Family Photo:

As a reminder, we encourage you to provide a family picture to add to our classroom Family Tree. We often use these photos when discussing each student's family and their unique differences. This is also a wonderful tool to use when students are feeling sad.

Parent Calendars:

Our parent calendar will help remind you of our weekly lessons, special events and fieldtrips. Please refer to it often as it will keep you on pace with your child's activities. Plan ahead and save the date for those special events, such as our winter holiday program, special classroom events, and graduation/promotions. All these events are noted on the calendar and on our website under preschool special events!

Communication:

Your child's cubbie is our best form of communication. We will use it often to keep you informed of our classroom activities and events. Please take the time to read each note or flyer.

We also use email as an additional source of communication with our student families. Our preschool email is dublinpreschools@dublin.ca.gov.

Please, always check the bulletin board in the foyer of your child's classroom for additional information.

Emergencies:

If an emergency arises and you need to contact your teacher during class hours, please call (925) 556-4500. Our office staff is always available for emergency situations.

One-on-One Teacher Time:

Your teacher's main focus during class time is the students. Please limit your drop-off and pick-up interactions with the teachers to a few minutes. After class you are welcome to stay until all the students are dismissed, if you would like to have a short chat with your teacher. Our teachers are available to spend the time necessary to answer your questions or concerns, but please keep in mind they are on a tight schedule. Remember you may email your teacher or leave them a note if you'd like to set up ample, private individual time to talk, if you have any questions or concerns about your child.

We all look forward to a fun-filled, exciting, learning year with your student. If you have any further questions that you wish to discuss, please feel free to ask your teacher or contact our Recreation Supervisor at (925) 556-4500, or email us at dublinpreschools@dublin.ca.gov.

City of Dublin Preschool Staff