

STEM STARTS HERE! 2021 - 2022





2021 - 2022

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Dear Preschool Families,

I am thrilled to welcome you to the 2021 - 2022 academic year for the Orlando Science Center Preschool. Our mission is to "inspire science learning for life" and what better way to do that than by engaging and nurturing the curious minds of our youngest learners.

In 2009, we launched our preschool because we believe you can't start early enough to create a passion for STEM learning. Young children are natural scientists, engineers and problem solvers. During the preschool years, we can build on their curiosity and provide them with the building blocks to create a solid foundation for their educational journey.

As the first STEM preschool in Central Florida, our learning environment is unmatched in this area. Your child will benefit from a developmentally appropriate learning space, which includes hands-on activities and skill-building centers as well as the diverse, content-rich STEM experiences that can be found here. Our approach focuses on the whole child and incorporates project based learning and the inquiry method.

Your child will learn to apply their new skills to real world problems relevant to their age and community. Our staff will guide them through scientific inquiry and the engineering design process using effective questioning techniques to encourage thoughtful dialogue. We provide our students with an experience that prepares them not only for school, but for the challenges of life itself. Our preschoolers gain the skills they need to enter kindergarten happy confident and ready for what lies ahead.

Early childhood education is very important to me, not only as the Science center's president, but also as a mother of two. For over 60 years, the Science Center has been focused on inspiring the future through iconic hands-on learning experiences. We are thrilled to be able to offer this opportunity to you and your child at this very important time in their development.

Sincerely,

President & CEO

2021 - 2022

PHILOSOPHY AND MISSION

U.S. Education Secretary Arne Duncan stated, "For parents and families, libraries and museums are a go-to resource that supports them as their child's first teacher. [These institutions] are trusted, welcoming places where children can make discoveries, deepen interests and connect their natural curiosity to the wider world—developing the skills they need for a lifetime of learning."

In 2009, the Orlando Science Center launched its very own preschool because we believe in the important role a science center can play in early childhood education. It is never too early to cultivate a strong foundation in STEM (science, technology, engineering, and mathematics). Young learners are natural scientists, engineers, and problem solvers and during the preschool years we can build on their natural curiosity to provide them with the building blocks to succeed on their educational journey.

The Orlando Science Center Preschool model features an environment unmatched by any other preschool in Central Florida. Children benefit not only from a developmentally appropriate learning space which includes hands-on activities and skill building centers but also the diverse and content-rich STEM experiences provided by the Science Center environment. Our approach focuses on the whole child and incorporates project based learning and the inquiry method. By using a project based approach, children learn to apply subject matter to real world problems relevant to their age and community. The staff, trained in effective questioning techniques and the facilitation of thoughtful dialogue, guide children through scientific inquiry and the engineering design process. Children thereby gain proficiency in scientific thinking and engineering process skills through repeated exposure and repetition.

Since the preschool's inception in 2009, the Science Center has been prototyping and refining a STEM integration model for preschool environments. We developed a blended curriculum model combining our own STEM curricula and activities layered with Creative Curriculum. The purpose of this approach is to increase STEM integration across all content domains including literacy, language, cognitive, and gross and fine motor skills. Creative Curriculum uses a comprehensive

and rigorously researched approach that encourages creativity and is based on the National Association for the Education of Young Children (NAEYC) standards. This curriculum reinforces the values and mission of the Science Center and was selected as the complement to building our STEM program.

A high quality, STEM literate staff is another key ingredient to a STEM Preschool model. We developed our own training matrix to prepare all staff involved in our program. By creating a cross training model with the Science Center Education Department, our preschool staff receive high levels of ongoing professional development. One of the training programs that has deeply influenced our model is Boston Museum of Science's Engineering is Elementary (EiE) program. The Orlando Science Center is an endorsed site for the southeast and our in-house STEM Education specialists have worked extensively with our preschool team to ensure they are equipped with the skills and confidence necessary to incorporate inquiry, effective questioning, and problem based learning. We have found that early childhood teachers benefit from a professional development model that pairs them with museum educators. This collaborative training model offers our teachers a supportive cohort of experienced STEM educators to share best practices, collaborate, and grow. Both preschool teachers and teacher assistants undergo this rigorous professional development to hone effective questioning skills, STEM practices and applications, and engineering design challenge formats.

The Science Center firmly believes in inspiring and supporting the foundational education of our youngest learners. Our program serves children ages three to five including students participating in Florida's Voluntary PreKindergarten (VPK) program. School readiness is a top priority at the Science Center's fully licensed Preschool. By introducing children to STEM at an early age, our preschool engages students in critical thinking and problem solving, both of which are essential 21st Century learning skills.

2021 - 2022

ORLANDO SCIENCE CENTER PRESCHOOL

License #C090R0729

777 E. Princeton Street, Orlando, Florida 32803 407.514.2166 www.osc.org

Denise Valentin, Director of Preschool Education

BILLING/CONTACT INFORMATION

Orlando Science Center Preschool 777 E. Princeton Street, Orlando, Florida 32803

Preschool Office: 407.514.2166 • Fax: 407.514.2067

POLICIES AND PROCEDURES

Select policies and procedures have been temporarily adjusted due to COVID-19.

Review attached COVID 19 Addendum for full details.

Orlando Science Center Preschool (C090R0729) is licensed by the State of Florida Department of Children and Families (DCF) and an approved Voluntary PreKindergarten (VPK) provider. All Preschool staff have Early Childhood/Elementary education, Level 2 (FBI, FDLE, Local Law) Background screenings, First Aid and CPR certifications, Department of Children and Families Child Care mandated training and work experience with children Birth – 8 years old.

Orlando Science Center Preschool is OPEN to any child and family regardless of race, creed, sex, national origin or physical/mental disabilities.

OPEN DOOR POLICY

While your child is in the care of the Orlando Science Center Preschool, health and safety are important aspects in our Preschool environment. As the Preschool has an open door policy, please check in at the Preschool reception area or Director's office for late arrivals, early pick up or more information.

No child will be released to anyone other than those authorized persons listed on the child's information and emergency forms. We also require our caregivers to notify the Orlando Science Center Preschool if any changes to home address, home/cell/employment numbers and authorized person's information.

2021 - 2022

POLICIES AND PROCEDURES (Continued)

TOILET TRAINING

For the health and safety of our school, the Orlando Science Center Preschool requires all enrolled children to be independently toilet trained to participate. Orlando Science Center reserves the right to remove a child from the program if they do not meet these requirements.

COMMUNICATION

Communication is a very important part of a child's and their family Preschool experience. The Orlando Science Center Preschool and its staff welcome questions, discussions, concerns and feedback to help create the most beneficial and positive environment for our children and their families. Please contact the Preschool staff in person, Preschool office 407.514.2166 or dvalentin@osc.org.

The Orlando Science Center preschool and classrooms have several means of communication provided on a monthly, weekly and daily basis. The Preschools' monthly newsletter, class calendar and weekly "Peek at the Week" will be distributed through email and digital app at family's request. The Preschool monthly newsletter will contain Preschool and Science Center events, early childhood information and STEM activities. The weekly "Peek at the Week" will highlight activities featuring literacy, science, technology, engineering and math along with the Science Center STEM Approach and Engineering Design Process. A digital daily report is a brief look at your child's day.



Preschool information regarding Early Childhood issues, Health and Safety guidelines, Discipline Policy and Orlando Science Center news is posted within the classroom entrance as well as in the Preschool Reception area.

REQUIRED ENROLLMENT DOCUMENTS

All children enrolled must have the following documents on or before their first day of school:

- Orlando Science Center Preschool Enrollment and Medical forms (Active Network)
- Current Florida School Entry Health Exam –
- FL Department of Health, which attests that a child is in good health or that any known medical condition is under control.
- Current Florida Certificate of Immunization –
- FL Department of Health (appropriate to child's age)
- Orlando Science Center Preschool Release and
- Consent Acknowledge
- Acknowledgment of:
 - o "Know Your Child Care Facility" –
 Department of Children and Families
 - o Orlando Science Center Preschool Handbook Agreement
 - o Orlando Science Center Preschool Food/ Food related Activity Acknowledgment
 - o Influenza Virus Department of Children and Families and Department of Health
 - o Distracted Adult Driver
 - o COVID-19 Waiver

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2021 - 2022

POLICIES AND PROCEDURES (Continued)

FINANCIAL

The Orlando Science Center is a private, non-profit educational facility. Tuition rates are charged at a weekly rate. A discount is given for current Orlando Science Center members. Orlando Science Center membership is available at www.osc.org, Guest Relations (Level 2) or 407.514.2139.

Weekly tuition is based on actual operating costs per child, per year. For certain holidays (1-2 days) in which the Preschool is closed, tuition has already been calculated.

If your child is out due to illness, doctor's appointment, vacation or family time, please contact the Orlando Science Center Preschool office at 407.514.2166 or dvalentin@osc.org. Your child's weekly tuition payment is still required.

Weekly tuition and VPK funds do not include admittance into Break Camps or used as payment for Break Camps. (See Break camps).

An annual registration fee of \$245 (NON-REFUNDABLE) is required for the school year, this fee cannot be applied towards tuition or any other OSC program..

Preschool Program:

3 years old by September 1, 2021 and Non-VPK 4/5 years old (must be independently toilet trained).

Part Time (3 days): \$190 per week (Member)

\$225 per week (General Public)

Full Time (5 days): \$255 per week (Member)

\$285 per week (General Public)

Transitional Kindergarten/VPK WRAP Program:

4 year olds by September 1, 2021 (must be independently toilet trained).

Transitional Kindergarten/VPK WRAP:

\$200 per week (Member) \$220 per week (General Public)

- Preschool full time and part time, Transitional Kindergarten/VPK all include 2 daily snacks
- VPK only includes I daily snack

Active Network accepts all major credit cards and e-checks. Any changes to account information or payment method needs to be done by direct personal contact with the Preschool office at 407.514.2166 as soon as possible. If your weekly tuition payment is unable to be processed, an email will be sent. The first unsuccessful payment occurrence will not be charged a fee. Any future unsuccessful payments, a processing fee of \$10 will be added to your account. Three consecutive unsuccessful payments will result in a request for a different method of payment to be used.

Through the Active Network system you will be able to access your billing invoices at any time by logging onto your online account. If you have any questions or concerns regarding your tuition payments, please contact the Preschool office at 407.514.2166.

BREAK CAMPS

Break Camp is offered the one week of Winter Break in late December/early January and one week Spring Break in March. Weekly tuition and VPK does not include admittance into break camps.

These programs are available for an additional fee to children 3 – 5 years old (birthdate by September I) who are independently toilet trained. For tuition information and program details please connect with your preschool director at dvalentin@osc.org.

These camps are open to both Preschool families and the community. To register your child in one of our break camps please visit **www.osc.org/camps** to book these programs. Payment is due at time of booking and your spot is not guaranteed until you have registered your child in each camp.

WITHDRAWAL POLICY

Should circumstances occur in which your child will need to be withdrawn from our program, the Orlando Science Center Preschool requires a TWO week written notice to the Director. Failure to provide required notice will result in a cancellation fee in the amount of two weeks tuition. This will be processed at time of cancellation.

2021 - 2022

POLICIES AND PROCEDURES (Continued)

DISMISSAL POLICY

The Orlando Science Center Preschool reserves the right to dismiss a child when a situation becomes severe enough and or the child becomes a danger to other children or staff members in the program. (Discipline and Discipline STEP policies). The Orlando Science Center Preschool will not dismiss a child for reasons of race, creed, sex, national origin or physical/mental disabilities.

CANCELLATION POLICY

The Orlando Science Center Preschool reserves the right to cancel Preschool, should a health, safety, weather or emergency arise, without planning a makeup day. If closure is more than five days, make-up time will be taken under consideration by the Science Center's Preschool Director, President, VP/CFO and Vice President of Education.

ATTENDANCE POLICY

Orlando Science Center Preschool

Providing a quality and successful early childhood education program for our children 3-5 year olds depends on prompt and faithful attendance. To create the best possible experience for children, families, and staff it is essential that our Preschool operate in a cohesive manner. Late arrivals and departures are disruptive to the learning process. Our daily instruction begins promptly at 9:00 am and ends at 4:00 pm During the daily instruction, our schedule includes morning news, circle time, music and movement, centers (small groups), outdoor play, rest time, snack (am and pm), lunch, Science Center exhibits and continuous afternoon active learning. All children will be considered absent if arriving at 10:00 am or later. If child has 5 or more late arrivals in a month (15 minutes or more), the Preschool Director will have a conference with the caregivers. Orlando Science Center reserves the right to withdraw a child for continued tardiness or absences.

The Preschool's morning session is 7:30 am - 8:55 am and the afternoon session is 4:00 pm - 6:00 pm Each of these sessions include, but are not limited to, table activities, fine motor skills, manipulatives and indoor games that meet a child's social/emotional, cognitive, physical and language needs and skills. A late fee of \$1.50 per minute per child is charged after 6:00 pm. The

morning and/or afternoon sessions are included in both Discovery Preschool and Transitional Kindergarten/VPK WRAP weekly tuition.*Does not include VPK ONLY. If your child is out due to illness, doctor's appointment, vacation or family time, please contact the Orlando Science Center Preschool office at 407.514.2166 or dvalentin@osc.org. Your child's weekly tuition is still required.

The Orlando Science Center Preschool reserves the right to dismiss a child when a situation becomes severe enough and/or the child becomes a danger to other child or staff member in the program. (Discipline and Discipline STEP policies). The Orlando Science Center Preschool will not dismiss a child for reasons of race, creed, sex, national origin or physical/mental disabilities.

ARRIVAL AND DEPARTURE

Caregivers must accompany their child into the Orlando Science Center Preschool. Please do not allow your child to walk to the door or leave by themselves. ALL caregivers are required to sign their child in and out as mandated by the Department of Children and Families (DCF) Standard 65C-22. During the 2021 - 2022 school year, all Preschool attendees may enter and depart by Entrance A located off of Camden Street Monday through Friday. Preschool Arrival and Departure Pass supplied should be displayed on the front window dash. A proximity card will be issued for daily uses at Entrance A. Preschool attendees may use the Science Center parking garage Level 2 entrance as well. Arrival and departure are opportunities for the teacher to share with you activities being done in the classroom or changes in the schedule.

If your child will not be at Preschool due to illness, vacation or any other reason-please contact the Preschool office 407.514.2166 or dvalentin@osc.org

If someone other than a caregiver or authorized person is dropping off or picking up your child, please inform the Preschool office 407.514.2166 or dvalentin@osc. org. Photo ID is required.

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2021 - 2022

POLICIES AND PROCEDURES (Continued)

CLOTHING

Children should come to Preschool dressed to play, work, paint, experiment and have fun. Their clothes should be comfortable, easy to button, snap and zip to allow independence in toileting. Children play outside each day with the exception of rainy days. Please provide a sweater or jacket on cool days. Shoes should be closed-toed, rubber-soled and have a back strap. Sandals and cowboy boots can be dangerous on the playground.

ALL children need an entire change of clothes (shirt, pants or shorts, socks and underwear) to be kept at Preschool and changed with the season. Please send this change of clothes in a zip-locked bag. ALL articles of clothing brought to Preschool should be clearly marked with the child's first and last name or initials.

TOYS, BOOKS, AND PERSONAL ITEMS

As the Orlando Science Center Preschool offers a variety of early learning manipulatives, books and furnishings for the children in our care, we request that toys and other items from home not be brought to class unless requested by individual teacher or Preschool to be used in classroom activities such as "Show and Tell", items from vacations or special projects. Any item brought into the classroom will be placed in the child's cubby or contained in a backpack or bag located near the child's cubby. A special blanket or stuffed animal/doll can be brought in to have during rest time. All items need to be labeled with the child's name or initials. Blankets will be sent home on Friday (or the last day of the week the child attends) to be washed and returned the next week.

Orlando Science Center is not responsible for child's personal items.

PERSONAL HYGIENE

All preschool children attending the Orlando Science Center Preschool must be independently toilet trained. Children must be able to take care of their own personal needs regarding clothing and bathroom.

STAFF QUALIFICATIONS

All Orlando Science Center Preschool staff (Director, Teacher, Teacher Assistant, Sub) have:

- Formal Education in Early Childhood/Elementary Education, National Early Childhood Education, Birth through Five (formally CDAE) degree, high school diploma.
- Work experience with Early Childhood and Elementary children (Birth 8 years old)
- FL Department of Children and Families Child Care Introductory Training, Early Literacy and Language Development and Early Childhood/ Developmentally Appropriate Practices
- Curriculum (Creative Curriculum, Teaching Strategies GOLD, STEM, Engineering Design Process)
- FL Standards Early Learning Birth to Kindergarten Level 2 Background screening (FBI, FDLE and Local Law)
- First Aid/CPR Infant and Adult certification

Additionally, all Orlando Science Center employees and volunteers undergo LEVEL 2 background screenings and are fingerprinted.

CHILD ABUSE AND NEGLECT

As a Child Care provider, all Orlando Science Center Preschool staff are mandated by the Rules and Regulations under the Department of Children and Families to report any and all abuse and neglect suspicions. Abuse and neglect may be physical, sexual, and emotional or exploit.

2021 - 2022

VOLUNTARY PREKINDERGARTEN PROGRAM

THE FOLLOWING LANGUAGE IS DIRECTLY PULLED FROM THE EARLY LEARNING COALITION OF ORANGE COUNTY AND DEPARTMENT OF EDUCATION.

Voluntary PreKindergarten program (established in 2002) was created and designed to help Florida's children develop the skills they need to become good readers and successful students. It includes high literacy standards, strict accountability, appropriate curricula, substantial instruction periods, manageable class sizes and qualified instructors. Voluntary PreKindergarten enhances what a child learns at home and instills a love of life-long learning.

The program allows a parent to enroll his/her eligible child (must be four years old by September I and reside in Florida) with an approved VPK Provider program.

The VPK school year program consists of:

- 540 instructional hours
- Maintain classes of at least 4 children and no more than 20
- Use of a developmentally appropriate curriculum
- VPK instructors hold staff credentials with educational qualifications
- Level 2 Background screening (FBI, FDLE, Local Law clearances)
- VPK goals, objectives and standards (aligned with developmentally appropriate curriculum)

The Department of Education and the Office of Early Learning (DOE/OEL) work in collaboration with the Agency for Workforce Innovation (AWI) and the Department of Children and Families (DCF) to guide each VPK Provider through professional development, screening and accountability. Our coalition is the Early Learning Coalition of Orange County (www.elcoc.org).

The Orlando Science Center Preschool is an approved Voluntary PreKindergarten provider with the Early Learning Coalition of Orange County. Approved VPK providers must meet Early Childhood best practices, Department of Children and Families regulations as well as FL Early Learning and Development Standards for Four-Year-Olds standards, goals, objectives and documentation. Continuation of this program is decided annually. The Early Learning Coalition of Orange County (ELCOC) is the monitoring agency. Monitoring is done semi-annually.

VPK PARENTS' RIGHTS

As a parent, I have the right to:

- Select a VPK program options that meet my child's needs
- Enroll in either a school year or summer free VPK program
- Select a VPK program that employs VPK instructors and meets minimum classroom requirements
- Select a VPK program that follows an approved VPK curriculum and guidelines
- Enroll my four-year-old in a VPK program
- Make an informed VPK choice

VPK PARENTS' RESPONSIBILITIES

As a parent, I am responsible for:

- Complying with date of birth verification requirements
- Complying with residential address verification requirements
- Ensuring my child participates in kindergarten screenings
- My child's VPK transportation
- Complying with the providers' attendance and other program policies

The VPK Parents' Rights and Responsibilities were from the VPK Parent Handbook given at time of VPK certificate of eligibility. The statements are subject to changes based on modification of legislation, statute or rule.



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2021 - 2022

VOLUNTARY PREKINDERGARTEN PROGRAM (Continued)

THE FOLLOWING LANGUAGE IS DIRECTLY PULLED FROM THE EARLY LEARNING COALITION OF ORANGE COUNTY AND DEPARTMENT OF EDUCATION.

VPK ATTENDANCE POLICY

The Orlando Science Center Preschool's VPK instructional hours are 9:00 am to 12:00 noon for a total of 180 days (540 hours). VPK only children can enter their class by 8:55 am and leave by 12:05 pm at no additional charge. If VPK only children enter their class prior to 8:55 am or remain after 12:05 pm, the VPK provider will require a payment of \$1.50 per minute which will be assessed on the following school day.

A 2021 – 2022 calendar outlining start and end dates and all scheduled days off is included in the enrollment information and Preschool Handbook.

Orlando Science Center Preschool maintains daily attendance records. Please contact the Orlando Science Center Preschool if your child will be out due to illness, doctor's appointment, vacation or family time together.

VPK parents are required to verify the child's attendance for the prior month on either Form AWI-VPK 03S (Child Attendance and Parental Choice Certificate Short Form) or Form AWI-VPK 03L (Child Attendance and Parental Choice Certificate Long Form). Monthly attendance calendar will be available by the last day of the month or first three days of the following month. Each child's monthly calendar will be located with the classroom attendance sheets. Please review your child's monthly attendance and sign the appropriate areas. If you have any questions, please contact the Preschool Director as soon as possible.

If a VPK child misses more than 20% of the VPK program, the VPK provider can remove the child due to excessive absences over the allotted threshold. Any and all outstanding fees/charges will be paid current.

Parents can only transfer VPK provider center ONE time during the program year. All transfers must be done with a new certificate of eligibility. Should circumstances occur in which your child will need to be withdrawn from our program, the Orlando Science

Center Preschool requires a TWO week written notice to the Director. Failure to provide required notice will result in a cancellation fee in the amount of two weeks tuition. This will be processed at time of cancellation.

The Orlando Science Center Preschool reserves the right to remove a child from the VPK program if the Preschool's attendance policy, regarding absences, excessed the allowed VPK program's 20% of absences. The Orlando Science Center Preschool reserves the right to dismiss a child when a situation becomes severe enough and/or the child becomes a danger to other children or staff member in the program. (Discipline and Discipline STEP policies). The Orlando Science Center Preschool will not dismiss a child for reasons of race, creed, sex, national origin or physical/mental disabilities.

ASSESSMENT

All VPK children will have three (3) different VPK assessments administered to them throughout the school year. Assessment period I (Fall Assessment - September), Assessment period 2 (Winter Assessment - January) and Assessment period 3 (Spring Assessment - April/May) are done by the Preschool classroom teachers and in the preschool environment.

The VPK assessment measures each child print knowledge, phonological awareness, mathematics and oral language/vocabulary at the time of assessment.

- Print knowledge is the child's ability to recognize letters or words and his/her knowledge of letter names (both upper and lower case) and the sounds they make.
- Phonological Awareness is the awareness and manipulation of the different sounds in a word.
- Mathematics measures early numeracy skills across three different areas: counting skills, numerical relation skills and arithmetic reasoning skills
- Oral Language/Vocabulary measures a child's expressive language and receptive language as well as a child's knowledge of adjectives, verbs, verb tenses, prepositions and nouns.

2021 - 2022

CURRICULUM

THE SCIENCE CENTER APPROACH

The Orlando Science Center Preschool model features an environment unmatched by any other preschool in Central Florida. Children benefit not only from a developmentally appropriate learning space which includes hands-on activities and skill building centers but also the diverse and content-rich STEM experiences the Science Center has to offer. Our approach focuses on the whole child and incorporates project based learning and the inquiry method. By using a project based approach, children learn to apply subject matter to real world problems relevant to their age and community. The staff, trained in effective questioning techniques and the facilitation of thoughtful dialogue, guide children through scientific inquiry and the engineering design process. Children thereby gain proficiency in scientific thinking and engineering process skills through repeated exposure and repetition.

Using a combination of Creative Curriculum blended with our own STEM curricula provides STEM integration across all content domains. This blended curriculum format applies science, technology, engineering, and mathematics (STEM) practices to traditional early childhood domains such as literacy, language, social and emotional development, cognitive development, gross and fine motor skills, and the arts. By applying STEM learning cross-curricularly learners gain an understanding of how to apply knowledge and use critical thinking skills to solve problems.



WHAT IS STEM?

STEM education is an interdisciplinary approach to learning, combining multiple academic subjects, focusing on the real-world impact of these lessons. It is about students applying science, technology, engineering and mathematics in contexts that make relevant connections between themselves and their school, community, work and their world. STEM education provides opportunities to create skills that move students forward to become stronger problem solvers and more creative innovators that can lead tomorrow's global economy.

STEM learning creates an environment that builds critical 21st century skills, which are commonly referred as the four "C's": Critical thinking, Collaboration, Communication and Creativity. These skills must be fostered throughout a child's education because they are essential to building other important skills such as persistence, innovative thinking, team work and problem solving.

The Orlando Science Center Preschool's weekly lesson plans embed Creative Curriculum (Teaching Strategies) goals and objectives with standards for three and four year olds, including age appropriate development skills and STEM enrichment through the learning domains of:

Language and Communication – storytime, literacy

Gross Motor – floor activities, indoor and outside play

Fine Motor – manipulative, sensory

Social/Emotional – activities that promote positive relationships

Creative Expression/Art – free art, painting, sensory

Discovery/Math Readiness – blocks, science, sorting, patterns

Music/Movement – self-expression, songs, movement

Enrichment activities include individual, small and large group skills. Basic Spanish, sign language, music and movement are also integrated into the daily schedule.

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2021 - 2022

CURRICULUM (Continued)

STEM CURRICULUM

Orlando Science Center's STEM curriculum introduces children to STEM vocabulary and ideas, provides foundational scientific inquiry and engineering skills, and incorporates content into experiments and engineering design challenges tied to real-world problems and applications relevant to our children's worlds.

Orlando Science Center's STEM Goals:

- Increase access to rich STEM vocabulary and learning experiences.
- Provide Engineering Design Challenges that tie content across domains and teach children how to innovate and solve problems. (Explore-find out more, Create – try an idea, Improve – make it better. Engineering is Elementary (2019) Wee Engineer)
- Provide a foundation for scientific inquiry and mathematical thinking.
- Support 21st century skill development such as critical thinking, collaboration, communication, and creativity.
- Provide an Orlando Science Center Preschool focused early childhood scope and sequence framework.

CREATIVE CURRICULUM

CREATIVE CURRICULUM for Preschool (Teaching Strategies) is a blueprint for planning and implementing a developmentally appropriate program for children ages 3 – 5 years old. This program is used to aid children in acquiring social competence and skills needed to succeed as learners.

Creative Curriculum for Preschool Goals and Objectives are:

- Social/Emotional Development deals with sense of self, responsibility for self and others and prosocial behavior.
- Physical Development involves fine and gross motor skills and abilities.
- Cognitive Development deals with learning and problem solving, logical thinking, representation and symbolic thinking.
- Language Development builds through listening, speaking, reading and writing.

VALUE OF PLAY

What children learn in their environment:

Literacy/Writing Center

- To become familiar with letters and their sounds
- Organize letters to make words
- Ideas have value
- To communicate ideas in written form
- Learn to be independent
- Recognize familiar words in my environment
- Engage in book making and labeling

Library Center

- Increase awareness of the enjoyment of books and literacy
- Develop a respect for books
- Learn the rhythm of stories
- Read and interpret pictures
- Become familiar with letter forms, words and stories
- Develop an interest in a variety of books and other print materials
- Discover resources for information gathering
- Develop new vocabulary and comprehension skills
- Increase attention span
- Practice reading readiness skills top to bottom and left to right

Math Center

- Become familiar with a variety of math manipulatives
- Develop and understand numbers, classification, order, size, comparison, measurement, estimation and counting
- Recognize and write numbers and symbols
- Acquire a knowledge of the concepts more and less
- Develop logical reasoning and problem solving skills
- Learn to see and create pattern

Dramatic Play Center

- Expand oral language and social interaction skills to communicate with others
- Begin to understand other people and learn about their needs and responsibilities
- Make decisions and solve problems
- Express their ideas with words
- Sort and organize things
- Learn about their world as they recreate real-life situations
- Use emergent literacy skills in an authentic setting

2021 - 2022

CURRICULUM (Continued)

Block Center

- Problem solve and plan as they construct
- Develop fine and gross motor control
- Practice social skills
- Improve communication skills and oral vocabulary
- Cooperate with and accept the work of others
- Observe size, relationships, classifications and sorting
- Participate in creative and imaginative play
- Acquire concepts of shape, size, length, and location – all relative to learning to do mathematics
- Develop visual discrimination skills

Science and Discovery Center

- Discuss, observe and explore his/her environment by working with simple machines, plants, animals, insects; making predictions and collecting data; weighing and measuring; performing simple experiments.
- Compare and measure
- Develop problem solving and questioning skills
- Practice observational skills
- Learn to record and interpret data
- Learn about the natural environment
- Problem solve and work with others

Art Center

- Exercise their imagination and creativity
- Learn to take risks by experimenting with paint, crayons, scissors, paper, glue (etc.)
- Express his/her feelings and ideas
- Observe, plan, create and complete a project
- Improve the fine motor skills that are needed for writing
- Learn about colors, textures, lines and spaces
- Increase his/her awareness of his/her 5 senses (see, touch, taste, hear, smell)

Sand and Water Center

- Strengthen their awareness of his/her 5 senses (see, touch, taste, hear, smell)
- Develop concepts involving space, measurement and volume
- Improve fine and gross motor skills
- Experience problem solving and creative thinking
- Develop social skills as they interact with others

Outdoor Center

- Show ability to adjust to new situations through games, building and pretend play
- Play well with other children
- Demonstrate basic locomotor skills running, jumping, hopping, galloping
- Show balance while moving
- Control small muscles in hands
- Coordinate eye-hand movement
- Explore cause and effect

Assessment

All Preschool children will have three (3) different assessments administered to them throughout the school year. Assessment period I (Fall Assessment - September), Assessment period 2 (Winter Assessment - January) and Assessment period 3 (Spring Assessment - April/May) are done by the Preschool classroom teachers and in the Preschool environment. The three –five year old assessments encompass a child's developmental areas of social/emotional, cognitive, language / communication, physical (gross and fine motor), math, science and social studies. Assessments will occur individually, in small and large group activities, and through observations both in the classroom and outdoor environment areas.

Communication with caregivers is an ongoing process, February is the Preschool's main conference scheduled month.



2021 - 2022

DISCIPLINE POLICY

Orlando Science Center Preschool believes that all children should experience success and be treated with respect and love. We strive for a classroom and outdoor environment that provides children with opportunities to explore the world around them within consistent, age-appropriate limits. In this atmosphere, most behavioral issues are prevented. It is our goal that each child entrusted to our care be allowed, encouraged, understand and believe that they are good with the ultimate goal being that each child develops the most positive self-concept possible.

Many behaviors considered by adult standards as inappropriate are necessary phases of child development; however, if behavioral issues occur, our philosophy is to help children (1) learn good values and problem solving skills and (2) take responsibility for their choices. By using the following behavior guidance techniques, we strive to minimize inappropriate behavior while creating a positive environment for each child.

Classroom Management

Our Preschool staff (teachers and assistants) will manage classrooms by:

- Using Conscious Discipline (Dr. Becky Bailey)
 methods that integrates all domains of learning
 (social, emotional, physical, cultural and cognitive)
 in our curriculum and learning environment.
 Preschool routines, rituals, communication skills,
 safe space, class and school family are important
 components to a child's self-regulation and success.
- Modeling and reinforcing appropriate behavior through appropriate praise.
- Maintaining constant supervision.
- Setting reasonable expectations for each child's behavior based on their developmental levels and individual difference.
- Becoming familiar with each child's special needs.
- Providing interesting, challenging and age appropriate activities.

Redirection/Distraction

We offer alternatives to children engaged in undesirable or inappropriate behavior by offering a different toy, suggesting a new activity, engaging the child in an activity with a teacher or another child, or by suggesting independent play.



Verbal Intervention

The teacher explains the inappropriate behavior to the child and shows them the appropriate way to handle the situation. For example, a teacher might say, "Use your words," and the teacher can model what the child might say, "Instead of hitting Suzy, say "I'm angry because you took my doll."

Logical Consequences

Here, the teacher helps the child understand the logical consequences of his/her actions by removing an object, activity, etc. that is causing the problem. For example, if a child uses blocks to hit other children, the consequence is to remove the child from the block area.

Thinking Time

The child is separated from the group to allow him/her to relax and calm down, and to enable him/her not to be influenced by his/her peers.

Communication is two sided; we will do our best to keep the lines of communication open and hope you will do the same. Together we can ensure a positive experience for child, family and teacher.

2021 - 2022

DISCIPLINE POLICY (Continued)

DISCIPLINE STEP PROGRAM

The Discipline STEP Program is used for (I) any inappropriate behavior which continues after the progressive guidance steps have been used; (2) any behavior which threatens the health or safety of other children or staff; or (3) a continuous inability to confirm to the rules and guidelines of the program.

Orlando Science Center Preschool will use the following sequence of procedures:

- I. We will observe and record the child's inappropriate behavior.
- 2. We will document what we have done to try to change the behavior:
- 3. If inappropriate behavior continues, caregivers of the child will be asked to participate in an immediate conference. Children old enough to understand this conference will be invited to attend. A specific action plan will be developed at this conference to address the behavior, and the steps the parents will take to address and change the behavior, as well. If the behavior persists, the action plan will include steps toward finding a program to serve the family's and child's needs.
- 4. The Orlando Science Center Preschool Director may, but is not required to, suggest outside resources to caregivers in responding to the child's behavior.
- 5. If the inappropriate behavior persists after the child is kept home on several occasions, Orlando Science Center Preschool may request that the caregiver be asked to find another program.

GUIDELINES FOR IMMEDIATE DISMISSAL

Certain behaviors may cause a significant risk of harm to the health and safety of other children or staff. For example, (1) physical assault which results in serious bodily injury, or (2) substantial damage to real or personal property, etc.

Orlando Science Center Preschool may immediately dismiss any child from the program whose behavior creates a significant risk of harm to the health and safety of staff or other children.

Our Policy does not permit the use of the following forms of discipline:

- Corporal punishment.
- Emotional punishment, including ridicule, embarrassment, or humiliation.
- Punishment for lapses in toilet training habits.
- Withholding food, light, warmth, clothing or medical care.
- Physical restraint, other than the restraint necessary to protect the child or other staff from physical harm.



2021 - 2022

HEALTH GUIDELINES

POLICY ON TOILET-TRAINING

For the health and safety of our school, the Orlando Science Center Preschool requires all enrolled children to be independently toilet-trained to participate. The Orlando Science Center reserves the right to remove a child from the program if they do not meet these requirements.

HEALTHY HABITS FOR SUCCESS/LET'S MOVE

The Orlando Science Center Preschool is an active participant, facilitator and committed representative in the Nemours Foundation Healthy Habits for Success (Education Learning Collaborative) and Let's Move Child Care programs. Healthy Habits for Success and Let's Move child care programs focus on using best practices to provide a healthy environment (indoors and outside) and resources for children and their family that they serve. The programs' child care recommendations and goals are:

- **Physical Activity** provide 1 2 hours of physical activity throughout the day, including outside play when possible.
- Screen Time No screen time for children under 2 years. For age 2 and older, strive to limit screen time to no more than 30 minutes a week during child care, and home to have no more than I-2 hours of quality screen time per day.
- **Food** serve fruits or vegetables at every meal, eat meals family style whenever possible, and don't serve fried foods. Beverages – provide access to water during meals and throughout the day, and don't serve sugary drinks. For children age 2 and older, low-fat (1%) or non-fat milk, and no more than one 4 to 6 ounce of 100% juice per day.
- 4. Infant feeding related to breastfeeding (we do not serve infants, however, we do support new parents' decisions about infant feeding).
- 5. Parent engagement through participation in school events, information, resources and at home activities.

NUTRITION - SNACKS AND LUNCH

Snack and lunch times are learning environments where children, with their teacher, can have conversations, develop positive attitudes toward food and nutrition and help build self-help skills. A child's five senses are an intriguing part of the snack/lunch routine.

Healthy eating habits, good food choices and creating a positive environment for meals will set examples for our children. Children will understand where food comes from and how it helps our body be strong and grow. The United States Department of Agriculture (USDA) website www.choosemyplate.gov offers articles and hints on developing healthy eating habits, setting a good example, offering a variety of foods, meal and snack schedules, and other related topics.

We will not deny or withhold food or special treats from any child. We at the Orlando Science Center Preschool encourage our children to "try" one (I) bite of the food items offered. Eating well, resting and active play are important elements to a child's mind, body, learning abilities, healthy development, and success.

When the Preschool and/or families are providing a child's snacks and/or lunch, we request healthy and nutritious choices. Food brought in from home will not be able to be warmed or refrigerated. All lunch boxes/ totes must contain a cool pack for the food items. All lunch boxes/totes should be labeled with the child's name or initials.

ILLNESS

The Orlando Science Center Preschool reserves the right to turn away an enrolled child who is assessed by the Teacher or Director to present a health hazard in the class. Caregiver cooperation to help prevent the spreading of communicable diseases throughout our program. Notification to the Preschool is the caregiver's responsibility if a child develops a communicable disease (see Health Guidelines). If a child becomes ill during Preschool hours, the child will be separated from the group in our designated "sick" room with the Director or another designated OSC Preschool staff member until the caregiver/authorized individual can be contacted and pick up the child. The child will need to remain away from the Preschool for 24 hours or longer until the symptoms have cleared.

2021 - 2022

HEALTH GUIDELINES (Continued)

For the safety of others, if your child displays one or more of the following, please keep him/her at home.

- A fever in the last 24 hours of 100 degrees or higher
- A cold that is less than three (3) days old
- · Heavy nasal discharge
- · A constant, nagging cough
- Lethargic, poor color, loss of appetite
- A rash on face or body
- Child is fussy, cranky, and generally not themselves
- · Child has nausea, vomiting, and refuses breakfast
- Any sign of diarrhea
- Unusual tiredness
- Any symptoms of possible communicable disease: sniffles, reddened eyes, sore throat, headaches, and abdominal pain plus a fever
- REMEMBER Drainage from the nose that is: Clear – can go to school Yellow – caution (check other symptoms) Green – stay home!

If your child develops any of these symptoms at school, he/she will immediately be isolated, and a caregiver/ authorized person will need to pick up. It is not possible to keep a child inside during outside playtime as all teachers are needed for outside supervision. If your child is not well enough to go outside, please keep them home to rest. Please follow our return to Preschool 24 hour or longer policy until symptoms have cleared.

COMMUNICABLE DISEASES

Inform us if your child has chicken pox, mumps, strep throat, head lice, impetigo, or conjunctivitis (pink eye). Likewise, we will inform you if your child is exposed to any of these. Remember: for chicken pox, sores must be completely scabbed over with no new blisters present.

ALLERGIES

Inform us if your child has allergies related to: foods, insect bites or seasonal types as well as what his/her usual reaction is. Please supply a note from your child's physician for detailed information if necessary.

Orlando Science Center does not administer oral or topical medications. Children must be able to administer or take medication by themselves; Preschool staff cannot administer any type of medication, except for EpiPen and rescue inhalers.

Required medications must be in original package or bottle and placed in a Ziploc bag labeled with the child's name. All prescription medication must have a prescription label with child's name and dosage clearly printed.

EPIPENS AND RESCUE INHALERS

Orlando Science Center and Preschool have trained staff who can administer EpiPens and rescue inhalers in the event of an emergency. Please contact the Preschool office at 407.514.2166 or dvalentin@osc.org for a severe allergy action plan that must be completed and given to the preschool before the start of school. The Science Center cannot accept medication that is expired. Required medications must be in original package or bottle and placed in a Ziploc bag labeled with the child's name and dosage.

CHRONIC CONDITIONS

Inform us of any condition that may affect, restrict or inhibit activities or behaviors of your child.

CLEANLINESS AND HYGIENE

The Orlando Science Center Preschool does its best to maintain strict cleanliness and hygiene standards set forth by the Department of Children and Families and best practices for Early Childhood Programs.

Children wash their hands upon arrival to the Preschool, before and after snacks and meals, returning from the outside play area/exhibits and toileting.

In regards to rest time, each child has a separate rest cot with sheet. Sheets are washed weekly (unless soiled – then washed as often as necessary). Any blanket brought in by the child is sent home on the last day of the week. A complete change of clothes should be left in the child's classroom with their initial or name of their items.

As per DCF regulations and best practices, all surface areas are cleaned with soapy water and/or prescribed bleach and water solution.

Manipulatives, LEGOs, blocks and other items contained within the classroom are sanitized with the bleach water solution once a week unless deemed necessary more often.

If your child has any allergies or reactions to materials (liquid or solid), please advise the Preschool office at time of enrollment and within your child's information forms.

2021 - 2022

SAFETY

The Orlando Science Center is a public facility. Measures have been taken to ensure the safety and well-being of all children, families and guests. All guests entering the Orlando Science Center must check in at the Guest Relations area located on Level 2. Science Center staff are available to guide anyone needing information or directions.

The Orlando Science Center Preschool has our children's safety in mind. The Preschool classrooms are locked, any visitor or family arriving late or requesting early pick up must go to the Preschool reception area or Director's office located on level 1. Identification/ Photo ID may be requested. The classroom teachers and Preschool office have Preschool children's emergency information (contacts and authorized information). If any changes have occurred, please give the updated information to the classroom teachers AND Preschool Office.

Preschool staff utilize the Science Center radio system and carry one with them when visiting exhibits, the playground or outside areas. Staff members also carry cell phones in case of an emergency. All emergency numbers (911, Police, Fire, and Poison Control) are posted in the classrooms, Preschool reception area, and Preschool Office, Directions to Orlando Science Center Preschool are posted next to emergency number.

We will be very stringent on matters of health and safety. We appreciate your cooperation in all matters of this nature. Our Orlando Science Center Preschool staff is concerned with the well being of all the children in our care, and we hope that they will never be put into the situation to have to decide if a child is well enough to come to school.

The Science Center will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted on museum property or during museum programs that may take place offsite throughout the state of Florida. An individual search will be conducted if there is reasonable suspicion that a participant has violated Science Center policies, the OSC Behavior Agreement, or the law. The investigation will be reasonable and related to the suspected violation. Further the Science Center will cooperate fully with governmental agencies regarding local or state mandated child protection services, such as court-ordered checkups with a case worker or guardian ad litem. All museum areas, equipment, and resources are the property of the Orlando Science Center. The Science Center has recognized the need to respect the rights of individuals while protecting the health, safety, and welfare of all children, families, visitors and Science Center employees. Any individual participating in Orlando Science Center Preschool on Science Center property is subject to search. The search can encompass personal items such as lunch bags, backpacks, or lockers.

FIRE AND EMERGENCY DRILLS

Fire drills are done on a monthly basis per our Department of Children and Families' licensing requirements. These drills occur at various times of the Preschool day. During rest time, children's shoes must remain on due to safety regulations. Other Emergency (alternative route, lockdown) drills are also practiced on a regular basis to allow our Preschool children and staff to be prepared at all times. All Preschool children in attendance on the day of the drill will participate. Our safe location is located outside the Orlando Science Center Cafe in the grass area. We talk and practice our evacuations so that our children are aware of the priority of their safety.

WEATHER DRILLS

Weather drills (inclement weather, tornadoes, hurricane) are also implemented. If we are under severe or threatening weather conditions such as: tornadoes, high winds, hurricanes or severe cold, please be aware that our children's safety and security are of utmost importance. We will take every precaution within our limits.

2021 - 2022

SAFETY (Continued)

Orlando Science Center Preschool reserves the right to close due to:

- Severe Weather Please be aware that rain/ lightning may affect the pick up of your child.
- Tornadoes or Hurricanes Please listen to local news services or call the Orlando Science Center Preschool Office at 407.514.2166 for details.

As a private provider, Orlando Science Center Preschool must maintain safety for our children/families, staff and environment. During any tornado or hurricane event, the Science Center safety and management team will inspect the building and deem if the building can be open. Orlando Science Center Preschool will be open before and following a storm, unless the building sustains damage, does not have power or water or roads are not open. An email notification will be sent.

EMERGENCY AND ACCIDENT PROCEDURES

The most common accidents are skinned knees, bumped lips, teeth, heads and unfortunately normal human bites. Orlando Science Center Preschool staff is trained to give your child the "once over" when they arrive at Preschool. If your child has any bruises, bumps or bites, please let us know. Likewise, we will do our best to communicate by phone or note if a minor incident occurs.

Plan I

If a child has a minor accident, the Orlando Science Center Preschool staff will take such actions as will comfort the child. Per the Department of Children and Families regulations, Preschool and its staff may not administer any type of medication. Preschool staff may wash a wound, apply a band-aid, give a hug, use calming words and issue an accident report. First aid kits are located in the classroom and Preschool office.

Plan 2

If the child has an injury that may require professional medical care (i.e., large bumps, head injuries, uncontrollable nosebleeds, cuts that may require stitches or possible fracture) the caregiver or authorized emergency person will be called. The child would be sent with such authorized person(s) to seek further medical attention. The child would be taken to the Preschool designated isolation area with Preschool staff. An accident report will be issued.

Plan 3

In an obvious emergency and or life threatening situations, 911 will be called first, and then the child's parent/guardian or authorized emergency person will be called. ALL appropriate procedures will take place until the child is seen by emergency personnel or caregiver. The Orlando Science Center and Preschool staff are trained in CPR and First Aid for Infants/Children and Adults. An accident report will be issued.

Please keep the Preschool office and classroom teachers aware of updated information in regards to names of authorized persons, addresses and phone numbers for your child's file.



2021 - 2022

CALENDAR

AUGUST 6	FRIDAY	Meet the Teachers 10:00 am – 12:30 pm
AUGUST 9	MONDAY	First day of Preschool
SEPTEMBER 6	MONDAY	Labor Day – NO PRESCHOOL
NOVEMBER 25 – 26	THURS FRI	Thanksgiving Holiday – NO PRESCHOOL
DEC. 20 – DEC 24	MON FRI.	Winter Break - NO PRESCHOOL
DECEMBER 27 – 31	MON FRI.	Preschool Winter Break Camp
JANUARY 3	MONDAY	Preschool resumes
JANUARY 17	MONDAY	Martin Luther King Holiday – NO PRESCHOOL
JAN. 24 – JAN. 28	MON. – FRI.	Preschool Conferences
FEBRUARY 5	SATURDAY	2021 – 2022 Preschool OPEN REGISTRATION
FEBRUARY 21	MONDAY	Presidents' Day Holiday – NO PRESCHOOL
MARCH 14 – 18	MON FRI.	Preschool Spring Break – NO PRESCHOOL
MARCH 14 – 18	MON FRI.	Preschool Spring Break Camp
MAY 20	FRIDAY	Last day of Preschool and Transitional Kindergarten/VPK
MAY 23 – 27	MON FRI.	Preschool Break Camp (Current students only)
MAY 30	MONDAY	2022 Summer Camp begins

Dates and events are subject to change.

