WOCS Preschool Class Handbook 2025-2026 Ms. Sampley dsampley@wocs.org

Class Verse:

"Whatever you do, work at it with all your heart, as working for the Lord. Colossians 3:23

Dear Parents,

I am so excited for a great year! But I am more excited for the opportunity to be your child's teacher. Thank you again for trusting me with your child. My full name is Deane Sampley, I have lived in the Elk City area for 26 years. I have two boys, Kaleb and Wyatt, and 2 girls, Taylor and Jordan. I am also a foster parent and have 3 bonus children right now, Blakely, Thomas, and Jazmine. This is my first-year teaching at WOCS, but I have taught for many years.

This is a big step for you and your child. I commit to doing my best to care for them as much as you would and to work alongside you so that they can have a successful year. We will be learning rules and expectations along with curriculum to prepare them for Pre-K. Children are sponges and I have no doubt they will be successful.

In this Handbook you will find more in depth about our classroom policies, rules, and expectations. Please do not hesitate to reach out to me with any questions or concerns.

Ms. Sampley

Classroom Discipline:

I believe that a healthy and efficient classroom environment is crucial to the success of a child's learning experience. I also believe that there are age-appropriate rules and consequences. I do understand that we all just have "those" days and it can be difficult. Below you will find rules and the consequence if those rules are broken. However, I also believe in positive reinforcement and that will be utilized in our classroom as well.

<u>Rules</u>

Quiet Voices (while the teacher is speaking, in the hallway, and in the lunchroom)

Gentle Hands (no harmful contact, taking toys away, throwing things)

Listening Ears (listen when any teacher is talking, listen while others are speaking)

Walking Feet (no running in the hallway or classrooms)

Be Kind (use kind words with all our friends)

Our classroom utilizes a clip up/clip down chart. I use a chart that looks like a stop light with green at the top, yellow in the middle, and red at the bottom. Each child starts the day in green. If a child must clip down, it is because I have already given them at least one warning for the behavior. If a child gets to the red, they will have to sit out of center time while the others get to play. If the behavior continues, they will sit out a recess. If the behavior still is not corrected, I will notify the principal and you. Your child will have an opportunity to clip back up if they have clipped down.

We will also have a jar that we will be working together as a class to fill with positive, kind, and helpful actions we make in the classroom. When the jar is filled the class will receive a reward.

 1^{st} - treasure box 2^{nd} - special treat 3^{rd} - Bubble Party 4^{th} - Pizza Party

When I obey the rules:

- Able to participate in all activities offered.
- Sticker or candy prize and stamps

When I do not obey the rules:

Warning

• Talk with the teacher about making better choices and clip down.

- Missing out on center time or recess (if the behavior continues)
- If still uncorrected, a phone call to the principal and to the parent

Nap Time:

Nap time will be every day from 12:15-2:15. It is required that we allow two hours for 3-year-olds for nap time. They do not have to sleep but they are required to stay on their mat and rest. I realize that not all kids will sleep and that can be a long time to lay on their mat.

Snack Time:

We will have two snacks a day. One around 10 a.m. and one around 2:30 p.m. Both snacks will be provided by you so that attention can be given to those with allergies. I will bring "special" snacks from time to time that will go along with our lessons, so please don't be alarmed if one day they did not eat their snacks.

We also have a "hydration station" in our class. Children are to bring a water bottle or cup with a lid to class. These will be kept at the school, and I will wash them out at the end of the day and refill them with our filtered water fountain every morning. I will send them home on Fridays to be washed and brought back on Monday.

Communication:

Every Tuesday your child will come home with a blue folder. This folder contains important information that should be looked over carefully. One side will say "keep at home" the other will say "return to school." Please sign anything that needs to be signed and return the folder the next day, Wednesday.

I will have a GroupMe app for all communication. Please let me know if you are not receiving notifications from our thread. Also please be sure to interact in the group even if it's just "liking" a message or the app will remove you from the group.

Birthday Parties:

I love to celebrate birthdays! When it is your child's birthday or close to it (if it falls on a weekend or summer) we will have a small celebration during our afternoon snack time (unless your child is ½ day). If you would like to send something or if you would like to bring something at that time, please feel free. You are always welcome to come and celebrate with us. Please let me know if you plan to bring something for that special day.

Classroom Parties:

We will have three school parties this year. Each class will have their own celebration that day. Parents will be in charge of planning the activities for each party.

Christmas Party- December 19th
God's Love party- February 13th
Resurrection Party- April 2nd

Milestone Reports:

Every nine weeks your child's progress will be assessed. Your child will receive satisfactory, needs time, or needs improvement on their assessment. These will be based on participation, their ability to perform different skills, and ability to recognize colors, letters, and shapes. There will be two conferences in person and the other two times, the Milestone report will be sent home. I am always available to discuss any concerns in person.

Parent Conference #1- October 10th

Parent Conference #2- March 6th

Office/Phone Hours:

I will hold office hours every day after school if needed. Most days I will be the teacher for the afterschool program. But if you need to visit with me, I can make arrangements to meet with you. Please just call me or message me to schedule a time. I will also be taking calls until 6 p.m. every evening. In the event that I do not answer please leave me a message and I will return your call as soon as possible. If you call or message me after 6 p.m. it will be the next day before I return your call or message. And I promise to do my best to remember to respect your time and not call or message you any later than 6p.m. unless it is important.