



**The Children's Way Preschool
Family Handbook
2023-2024**





About Our School

The Children's Way Preschool is a public integrated preschool which is part of the Wayland Public Schools. There are five classrooms with half-day and full-day options. Each classroom has children who are developing typically and children who have special education needs.

Classrooms are staffed by a licensed Classroom Teacher and Teaching Assistants. There are a variety of Specialists who support the classrooms and provide services that promote learning and development, such as:

Speech and Language Pathologist
Occupational Therapist
Physical Therapist
Behavior Specialist
Music Therapist
Guidance Counselor

Curriculum and learning materials are carefully selected to follow the Massachusetts Department of Elementary and Secondary Education's *Guidelines for Preschool and Kindergarten Learning Experiences*. Play is the work of early childhood! The school day is rooted in our belief that children learn through play, and their interactions with their peers and adults in a safe and nurturing environment.

Faculty and Staff Listing

Director: Mrs. Abigail C. Dressler
Abigail_Dressler@waylandps.org

Early Childhood Coordinator: Dr. Katharine Chagnon
Katharine_Chagnon@waylandps.org

Administrative Assistant: Mrs. Sharon Sharifi
Sharon_Sharifi@waylandps.org

Building Substitute: Mrs. Jean Gennaro
Jean_Gennaro@waylandps.org

Classroom 1

Classroom Teacher: Mrs. Ali Haviland
Alison_Haviland@waylandps.org

Classroom 2

Classroom Teacher: Ms. Shayna Epstein
Shayna_Epstein@waylandps.org

Classroom 3

Classroom Teacher: Mrs. Sheyda Flisher
Sheyda_Flisher@waylandps.org

Classroom 4

Classroom Teacher: Ms. Peggy Amendola
Peggy_Amendola@waylandps.org

Classroom 5

Classroom Teacher: Mrs. Courtney Tuttle

[Courtney Tuttle@waylandps.org](mailto:Courtney_Tuttle@waylandps.org)

Teaching Assistants:

Mrs. Jeanne Bachman-Scarlatos

Ms. Carol Cunningham

Ms. Sue Fiske Williams

Mrs. Adrienne Galasti

Mrs. Carrie Hayes-Greenberg

Ms. Lucy Johnson

Ms. Olivia McCall

Ms. Colleen Morneweck

Ms. Jenna Mulherin

Mrs. Margot Stitham

Ms. Laura Woodland

Speech & Language Pathologist: Ms. Courtney Sullivan

[Courtney Sullivan@waylandps.org](mailto:Courtney_Sullivan@waylandps.org)

Speech & Language Pathologist: Ms. Mary Ellen Heilman

MaryEllen_Heilman@waylandps.org

Occupational Therapist: Molly Salant, OTR/L

Molly_Salant@waylandps.org

Physical Therapist: Katharine Chagnon, PT, DPT

Katharine_Chagnon@waylandps.org

Behavior Specialist: Ms. Laura St. Martin

Laura_StMartin@waylandps.org

Nurse: Heather Yates

Heather_Yates@waylandps.org

Health

Absences:

When should a child stay at home?

- If your child has vomited due to an illness; they should remain out of school for a minimum of 24 hours after vomiting has ceased.
- If your child has a fever of 100.4 degrees F or higher; they should remain out of school for 24 hours after the fever is gone without fever-reducing medication.
- If your child has been treated with an antibiotic for a contagious infection they need to be on an antibiotic for at least 24 hours before returning to school.

Please email your child's Teacher (email is First name_Last name@waylandps.org) and the Administrative Assistant ([Sharon Sharifi@waylandps.org](mailto:Sharon_Sharifi@waylandps.org)) if your child will be absent or late to school. If your child is diagnosed with a communicable illness, such as strep throat, please notify the school.

For more information on Health Services in the Wayland Public Schools, please visit: [Health Services](#)

State Mandated Screenings

Each year, the Commonwealth of Massachusetts requires school health personnel to conduct a hearing and vision screening of all children. Children who fail either portion of this will be rescreened. The parents of those failing a second time are then notified. It should be noted that this is a screening and not a physician's examination. Parents are advised in writing about referrals for more extensive hearing and/or vision examinations.

Head Lice Guidelines

The Wayland Public School Health Rooms will follow the protocols outlined by the American Academy of Pediatrics and the recommendations of the National Association of School Nurses with regards to the management of head lice in the school setting. Research by the Harvard School of Public Health advises against exclusion and no-nit policies, as well as the elimination of whole class/school screenings. Periodic home head checks by parents/guardians, resulting in early detection, treatment and removal of live lice and nits, is the most reliable method for controlling pediculosis. The nurses within the WPS health rooms will offer support to families as time and resources allow through counseling, screening, and notification.

Students exhibiting signs of possible head lice infestation are referred to the health room for an assessment. Symptoms prompting a referral may include complaints of an itchy head, excessive scratching or sighting of a louse, and can be made by a student, a parent/guardian, or a member of the school staff.

If the nurse discovers a case of head lice by the presence of live lice or nits, the parent/guardian will be notified and the treatment information will be provided. The student will be dismissed at the end of the school day, unless parent(s) choose to dismiss earlier. Parents/guardians will be advised to consult with their physician for further treatment recommendations if necessary.

The student will be checked when they return to school the next day to ensure that treatment and nit removal are being done effectively. If nits are found after treatment, the student may attend class per the nurse's discretion.

Grade level notification will be sent to parents/guardians when a case is discovered. This notice will include information regarding the process of checking for head lice and nits as well as treatment options.

Helpful websites:

www.cdc.gov/lice/head/factsheet.html

www.headlice.org

Security

Security Camera Notification

The Wayland Public School District uses video cameras throughout the District for the purpose of enhancing school safety and security. The objective is to promote and foster a safe and secure teaching and learning environment for students and staff, to improve public safety for community members who visit or use our school property, and diminish the potential for personal and district loss or destruction of property. Security camera recordings will be viewable in each building by authorized designees only.

Visitors

All doors are locked at the beginning of the school day. For the safety of all children, no adult is permitted to go to a classroom without first obtaining permission from the office. All visitors must buzz in and register at the office. Visitors should sign in the Visitor's Log and wear a Visitor badge while in the building. Visitors not wearing badges will be directed to check in at the school office. Before leaving, visitors should turn in their pass and sign out.

Volunteers:

Volunteers assist children in the classroom and help with projects at the preschool. All volunteers must fill out a CORI form. Forms must be filled out in person at the preschool office. Results are confidential and only viewed by a district designee. Visits must be approved by the Director.

Volunteer training meetings will be offered yearly to assist caregivers in having a successful experience while volunteering.

School Operations

Arrival and Dismissal

Arrival and dismissal will take place outdoors, weather permitting. Classroom teachers will provide written explanations to parent(s)/guardian(s) prior to the start of the school year.

Children will only be released to parent(s)/guardian(s) and to those individuals listed in our school student database as emergency contacts.

Parent(s)/Guardian(s) must notify the teacher in writing if someone else will be picking up their child. Anyone picking up a child should be prepared to present personal identification to the preschool staff. Please make sure to hold the hands of your children as our parking lot is very busy.

There is an elevator available to families. Please do not allow children to operate any part of the elevator, including the buttons.

Tardiness

We encourage parents to get their child to school on time. Timeliness helps with daily routines and successful transitions. Class activities often start upon arrival time and it is difficult for students who are tardy to get oriented and work through the expectations of the day.

Religious Holidays

The Wayland Public School Committee recognizes the diverse nature of our growing community. Families are encouraged to notify teachers regarding any religious holidays that will affect their child's regular school program.

Delayed Opening

In the case of a delayed opening, the morning session of preschool will be canceled.

Emergency Closing/Dismissal

In the case of extreme weather conditions or emergencies, the district may have to close/dismiss early. If the weather is threatening and parents/caregivers will not be home that day, they should make alternative pick-up arrangements for their children in the event that school releases early. Please be sure to have all emergency contact information up to date. Families should not count on being able to reach school by telephone in these instances, as the school lines are usually quite busy.

Birthday Celebrations

Birthday celebrations at school will be handled in a developmentally appropriate manner by classroom teachers. Children may celebrate their birthday by wearing a birthday crown, having a family member come in to read a special book, getting to choose a class activity or extra time outdoors, or other similar activity. Birthday

celebrations at school will not involve food or gifts from home to other students. Birthday invitations or other invitations may not be passed out at school.

Conferences and Reporting

Conferences are held twice a year. Parent(s)/Guardian(s) will receive a written developmental checklist twice a year from the Classroom Teacher. Additionally, children who are on Individual Education Plans (IEPs) will receive Progress Reports twice a year to document progress on their IEP goals.

Lost and Found

All unidentified articles found at school are placed in the Lost and Found. Unclaimed items are periodically sent to a charitable organization after parents are notified in the school newsletter.

TPO

All parent(s)/guardian(s) are part of The-Parent-Organization. The TPO works collaboratively to plan enrichment experiences for children. The TPO emphasizes building and nurturing relationships among families and TCW staff.

School Committee Policies

Parent(s)/Guardian(s) are encouraged to familiarize themselves with the Wayland Public School Committee Policies, as listed below.

[Bullying Prevention Policy](#)

[Student Discipline](#)

[Prohibition of Hazing](#)

[Physical Restraint of Students](#)

[Physical Examinations of Students](#)

[Immunizations of Students](#)

Entrance Age