



Brochure

CANARY INTERNATIONAL PRESCHOOL

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1) About Canary International Preschool

CANARY INTERNATIONAL PRESCHOOL aims at providing a holistic development akin to cognitive, social, expressive and interacting skills or in general the development of the kids counting with a variety of maturity and knowledge in a childlike considerable, emotional, exciting, mental, ethical, fine motor, gross motor, verbal communication, education, admiring, response etc. with other individuality build up at this phase.

CANARY INTERNATIONAL PRESCHOOL provides a secured, hygienic and world class Infrastructure, teaching aids & tools and an effective early childhood environment that fosters children to discover, explore, create, investigate, solve problems and express ideas with others.

VISION: Provide a **secured and stimulating environment** with **best care** for infants, preschool and school age children – both physically and mentally, **cultivate their abilities and talents** through **our exceptional learning programs and value education**, so that a strong foundation is set for their **bright future**.

MISSION: Frame our early childhood learning program with “**best in breed curriculum**” - **at par with International Stands**” and “**professionally talented**” team, to ensure an **overall development and growth** of the child.

VALUES:

Child-Focused – We are committed to build a child focused preschool where every child is given high attention by maintaining an adequate teacher to child ratio. All our teaching and supporting staffs are highly experienced and proficient in their role. We place the interests of the children first in everything we do.

Smartness – Smartness is a combination of Knowledge and Personality. We believe in today’s world, either of these traits in isolation is not sufficient. We strive for an overall development of the child so that he/she develops “Smartness” right from now.

Transparency – We believe in an open and transparent atmosphere where we encourage not only an open communication between teacher and child, but also provide freedom to the parents to walk inside the school and practically see our young champions in action.

Partnership – We want to partner with the parents in their child development. We believe that both school and parents has their own roles to play in developing the child, which are non-complementary.

Overall Child Development - We are committed for all aspects of children’s growth and development including physical development, analytical, problem-solving skills, empathy and respect, independence, language, social development, self-esteem and confidence.

Professionalism - We invest in our staff to provide the highest quality environment through extensive and on-going training and professional development.

Safety and Security – We give very high importance to the child safety and security. Our complete unit is always under CCTV surveillance and equipped with essential safety equipment’s; every child is continuously monitored. Rest assured your child is completely safe while he/she is with us.

Hygiene – We give high importance to personal & environmental hygiene.

2) Curriculum Overview

Our curriculum focuses upon the holistic development in below skills through activities facilitating cognitive emotional, social and physical development. It encourages hands on experience for children along with field trips, special days, culminating activities and learning through exploration.

- **Language & Literacy Skills** – listening comprehension, recall of short stories, recall of short events, speaking and communication, can reply to simple questions, ability to express feelings and ideas, read and write own name, phonological awareness, word recognition and reading, rhyming words, writing A to Z (Print -capital and small), Construction of sentences, Read library books.
- **Numeracy Skills** – Number system, units, tens, objects to represent numbers, complete a pattern in a given sequence, understand pre math concepts like up - down, above - below, big - small etc, serration, measurement, classification and sorting.
- **Science Awareness Skills** – Natural world, living and non-living things, My body, How to stay healthy, My food, Seasons, Weather, In the jungle, At the zoo, In a farm, Earth and sky, Planets, Air, Water, Plants, Domestic and Wild Animals, Fishes, Birds.
- **Social Awareness Skills**– My Self, Introduce self, My family, Good Habits, Staying safe, My home, My school, My Classroom ,My neighborhood, Location and directions, People who help us, Festivals, Our Country.
- **General Knowledge Skills** – Days of the week, Months, Transportation, Communication, Shapes, Colors, Patterns, Grouping objects, Current Affairs
- **Emotional and Behavioral Skills** - Interact with other children and adults, Look after own belongings, show concern for others, respect and understand others, show leadership qualities, obey and follow instruction, share things with others, follow classroom routine and schedules, respect property and rules, respect elders and teachers, self-discipline, responsibility, do things independently, fairness and honesty, imaginative, learn and explore new things, sensitive towards others feelings and needs, accept opinions, etc.
- **Creative Skills** – Free Play, Art & Craft (coloring, paper twisting, paper mosaic, paper crumpling, wet chalk drawing, crayon shaving, scrubber painting, paper dabbing, sponge dabbing, spray painting, paper tearing, finger printing, vegetable printing, marble painting, blow painting, string painting, stencil painting, comb printing, bead painting, thumb painting, fist painting) music, dance, dramatic play, group discussions, cooking.
- **Physical Skills (Gross & Fine Motor Skills)**– Outdoor Play, Water Play, Sand Play, Walk backward and forward on a straight line, walk on curved lines, run, jump, hop, skip, balance on a beam, sudden stops and change directions, clay molding, thread beading, lace tying, color within limits, cut along a straight line, copy and draw shapes, put together puzzles, stenciling, drawing, cooking,

*The course content, concept, complexity and teaching methodology changes as per children age group.

3) School Check In and Check Out

Student Access Card: Each student is provided with an Identity & Access card (ID card). This is an electronic card, which should be swapped in and swapped out every time the child comes in or goes out of the school premises. This helps in maintaining an electronic record of child attendance. The children are expected to wear their ID card always while being in school premises.

Parent ID Card: Parents are issued an ID card (one per child), which should always be brought while picking up your child from the school or school van. The school authority's reserves right to deny the handover of child if Parent ID card is not displayed on request. This is to ensure the safety and security of your own side.

Child Not Well: The teacher may request parent for early pick up of the child from school, in case he/she found to be un-well. As a basic health check, body temperature of the child is recorded every day while arriving into the school.

Court Order: In case there is a legal order to keep any of the parent or guardian away from the child, the custodial parent or guardian must submit a written request along with the copy of legal order to the school authorities. Failing this, we cannot prevent the non-custodial parent from picking up or meeting the child.

Parent @ School: Those parent who wish to spend some time with their child in the school can do so. They can participate in the child activities like storytelling, solving puzzles, playing etc. along with the class teacher. However you should avoid doing this as a regular activity, as this may affect the child adjustment to the school. You should also ensure that the other children are not disturbed and avoid visiting during the children nap time.

Pick-Up: We appreciate a timely pick up of your child. If you are planning for any early pick up or by someone other than yourself or usual taker, please do inform your child teacher.

Security Staff: We have a well-trained security person to keep record of all the entries to and from the school. All non-registered visitors must sign in the security register for their every entry and exit.

Parking Etiquettes: Please ensure that your car parking is done in such a way that it is not disturbing anyone. You must accompany the child between school and your vehicle. Child should never be left unattended.

Transport: If you wish to utilize the transport facility for your child, please contact the school authorities to complete the necessary procedures. In case the child is not going to utilize the transport on any particular day (forward journey, return journey or both), parent must notify the school in advance.

In order to avoid inconvenience to other parent and child, please be present at pick up/ drop off point on time. If no one is available to collect the child, the driver will bring the child to school and school authorities should contact parent to arrange pickup from the school.

4) Parent School Communication

As our vision statement states – We consider parents as our partner for child development. In this practice, we encourage parent to regularly communicate with the teacher to get a view of their child development, progress, strengths, areas of improvements, likes, dislikes etc. We follow a regular Plan-Do-Check-Act method while following the school curriculum. It is important to get a regular feedback and proactively work together with the school to further strengthen your child capabilities and take steps towards area of improvements.

The school also arranges a formal parent and teacher meetings during the year to discuss child's growth and development. If you wish to speak to the Center Head or Managing Director, you should book a prior appointment.

Complains and Escalations: For making any complains, you should follow the escalation chain as mentioned below:

Complain About:	1 st Escalation Point	2 nd Escalation Point	3 rd Escalation Point
School Non-Teaching staffs	Customer Relationship Manager	Center head	Managing Director
Customer Relationship Manager	Center head	Managing Director	
Teacher	Center Head	Managing Director	
Society Staff	Customer Relationship Manager	Center head	Managing Director

You can also drop any suggestion or complain in the complaint box kept inside the school.

Newsletter: A school newsletter will be mailed to you every month. The newsletter provides a synopsis of our children & school activities and acts as another communication channel from school to you. You as a parent are also encouraged to share contents for the newsletter.

Almanac: Each child is given an almanac that he/she must carry to school every day. Parents are requested to visit the almanac on a daily basis and acknowledge/ respond to any communication by the teacher with a signature.

You as a parent should also write any note that you may have for the teacher or school. The Teacher should acknowledge/ respond to it on a daily basis.

Smooth Transition: Many children find the transition from home to school difficult. However with passage of time, children get acquainted to the school atmosphere and loves coming to school. We encourage parents to discuss your child needs with the class teacher.

5) Dress Code

Dress is provided by the school for the children in playgroup till Senior KG, from Monday to Friday.

Children in day care should dress in comfortable clothing. You also need to send a complete change of clothing in case of an accident as activities done in the school might be messy. The school doesn't take responsibility of any cloth getting spoiled due to child care activities, hence do not send child in the clothing that you do not want stained.

Festival occasions and special days may require special clothing. We will avoid doing any messy activity during these days.

Name Tags: All items worn or brought to school must be duly labeled with your child name and class. This includes food boxes, water bottles and uniforms, play/ study equipment's, special clothing etc.

School Uniform: School uniform is compulsory for all students admitted for pre schooling i.e. Playgroup till Senior KG. The school uniform is available only at school office. You can purchase additional uniform, caps, aprons etc. as per your need.

Suppliers for day care children above 2 years:

- 1 complete change of clothing including socks, jackets and undergarments
- A swim suit for when children would be using the pool
- Special toys or blanket if needed at sleep time
- Bed sheets (to be used by your child only)
- Extra towel/ napkin
- Any medicine that you wish to be given to the child. The medicine should be duly labeled with the child name and dosage instructions
- Two separate bags to keep used and soiled cloth. Avoid using plastic bags
- Grooming set – comb, hair brush, powder puff, body cream etc. that you wish to be used

Suppliers for day care children below 2 years:

- Diaper or Training Pants. Send surplus quantity as children may need more diaper on any particular day.
- 1 box of baby wipes, at least 100 count. Please bring refill box the first time, thereafter refill packs should do.
- 2 bottles and other feeding accessories like feeding spoon, Sippy cup to be left there.
- Formula or expressed breast milk and baby food (if any). For packed food, always check the expiry date.
- 4 changes of clothing. Ensure that cloths are comfortable in wearing.

6) Food and Nutrition

Water: It is essential that every child intakes an optimal quantity of water every day. At CANARY INTERNATIONAL PRESCHOOL, we provide water filtered using Reverse Osmosis (RO) technology. We are also committed to ensure that the quality of water is maintained consistently. However if any parent wishes, they can send a water from home, duly labeled with the child name.

Meal: Food and nutrition are an integral part of a happy and healthy living. At CANARY INTERNATIONAL PRESCHOOL, we believe that healthy eating habits and manners are essential to a child's development. Meal time also considered as a social time for conversation, inter-mixing, discovering new food and developing appropriate eating habits.

Allergies: Parent should notify any known allergies of their child at the time of enrollment. For infants and toddlers, who would be tasting new food for the first time, we would observe and note the reaction in the Almanac notes, if any specific behavior is noticed.

7) Health and Safety

Illness: Many childhood illness are highly contagious. For your own child well-being and that of the others, please do not send your child to the school when he/she is suffering from fever or any other illness that may be infectious. We conduct a temperature check the each child in the morning and parents are notified in case of child is unwell. In such case, parents are usually suggested to take the child back home.

We reserve right to determine if a child should stay at home, for any specific illness. Parent of the child who found to be sick during the day will be promptly notified and would be expected to arrange the pickup of their child immediately. The sick child would be isolated from the other children to minimize exposure and kept under the supervision of the center nurse.

If the parent cannot be reached, the person designated emergency contact will be notified.

Medication: Medication can only be administered if written instructions are provided. All medication must have a clear label with child name, name of medication, doctor's name and direction for administering. The medicine must be in original container as dispensed by the pharmacy. Equipment's required for dispensing the medicine e.g. a dropper or team spoon must be provided by the parent along with the medication. Details of any regular medication should be provided in both admission form and Almanac.

Health Card and Vaccination: Parents are requested to submit a copy of child health and vaccination card to the school authority. It is important that parent take a serious note of the vaccination needs and get the child immunized as per the need.

Emergency: In case of emergency, our first point of contact would be either of the parent. If neither of the parent could be reached, the emergency contact number would be contacted, that have been registered with us. Hence it is important that you keep your contact details updated with us. You should inform the school authorities if both parent are traveling simultaneously or if neither parents nor Emergency contact would be reachable during a certain period. In such case, an alternate contact number should be provided. Under emergency circumstances, CANARY INTERNATIONAL PRESCHOOL will take the child to the nearest hospital or doctor. All the bills & invoices related to the medical care should settled by the parents.

Sick/ Vacation Days: In case your child is sick and need to miss any day, you should call and inform us. If your child have been sick over a couple of days, you should provide us a medical certificate stating child is fit to attend the school.

You should inform us in advance about your vacation or travel plans.