NEW PRESCHOOL! NOW ENROLLING!

IHSD @ RAVENSWOOD

Full day (7:30 am - 5:30 pm), full year quality preschool program for children 2 yrs 9 mo - 5 years old.

HIGH QUALITY
Nationally accredited and QRIS ranked childcare program

BEAUTIFUL CAMPUS
Spacious site with large outdoor area and off 101

WHOLE CHILD APPROACH
Full service and comprehensive childcare

DIVERSE COMMUNITY
Teacher and student community come from many cultural backgrounds

PROGRAM SERVICES

• **Comprehensive support:** We are proud to partner with community services to provide on-site complete developmental and mental health needs to all our students.

• **Quality education:** We provide nationally accredited and quality preschool education with a play-based curriculum for children before they transition into TK or Kindergarten.

• **Transition support:** We offer a Home Visit to every family as they enroll so the teacher can meet the family and child and ensure a smooth transition for the child in our school.

• **Low child teacher ratio:** Each classroom has 24 children with one teacher and two assistant teachers.

IHSD PHILOSOPHY

IHSD provides a developmentally-appropriate curriculum that emphasizes language, cognitive, physical development, social skills, and creativity for young children, as well as health and nutrition. The materials in the classrooms are designed to match the age and development of each child and to encourage active learning through independent exploration, while being sensitive to the wide variety of ethnic, cultural, and linguistic backgrounds of the children in the programs.

Children participate in open-ended activities that reflect the needs and interests of each child within a flexible framework. Children are offered many opportunities to engage with one another, to learn about decision-making, and to develop problem-solving skills and critical thinking skills.

IHSD @ RAVENSWOOD
951 O’ Connor Street, East Palo Alto, CA | (650) 838-3460 | ihsdinc.org/ravenswood | ravenswood@ihsdinc.org
IHSD preschool curriculum helps children achieve school readiness in all areas of purposeful play and social learning. Creative Curriculum® is implemented in all IHSD classrooms that is filled with explorations, discoveries, and investigations, where children actively and enthusiastically expand on their own prior experiences, skills and knowledge.

IHSD implements Creative Curriculum® for Preschool that is a comprehensive, research-based curriculum featuring exploration and discovery as a way of learning enabling children to develop confidence, creativity, and lifelong critical thinking skills. IHSD implements Creative Curriculum Project Studies® in all their classrooms. Through weeks of in-depth study on a particular area of interest among children and teachers the project-based hands-on investigations is building children’s confidence, creativity, and critical thinking skills. These learning opportunities engages children with classroom materials, their peers and teachers to participate in shared teaching and learning in a developmentally appropriate way.

Preschool teachers implement the CA. Preschool Learning Foundations that provides a wide range of knowledge and skills that children will attain at three and four-years of age to be prepared for kindergarten. The preschool foundations are embedded within the Creative Curriculum approach that promotes a love for learning in young children. The Preschool Learning Foundations are aligned to the CA. standards for kindergarten, the national Common Core State Standards (CCSS) adopted by each state, and the Head Start Child Development and Early Learning Framework. Embedded within the CA. Preschool Learning Foundations and Curriculum Frameworks are curriculum strategies, instructional techniques providing the “how tos” of teaching young children to include setting up an engaging classroom environment, supporting and sustaining children’s self-initiated play, selecting appropriate materials, engaging family participation, and planning and implementing teacher-guided learning activities.

QRIS AND NATIONAL ACCREDITATION

California has a Quality Rating and Improvement System (QRIS). Child care and preschool programs earn ratings when they meet certain quality standards. Programs earn higher ratings as they meet more quality standards. Some child care programs reach higher standards by becoming accredited by a national accrediting body. Achieving accreditation is a voluntary process for child care and preschool programs. Programs that choose to become accredited have to show they meet requirements above and beyond the state child care licensing standards. The National Association for the Education of Young Children is the main accrediting body for licensed child care and preschool programs.

IHSD sites are NAEYC accredited and it is a program goal to work to accreditation for the new Ravenswood site.
YOUR CHILD’S DAY

Indoor Play there are a variety of experiences for your child to engage in. These experiences are changed throughout the week and over six-week period, depending on the current interests and spontaneous learning that may emerge on a day-to-day basis and through the Project Study. These areas have specific resources, tools, and equipment that your child can use to explore and discover.

Outdoor Play your child will develop gross motor skills and explore the natural environment through our outdoor area. We provide a playground that provides your child an opportunity to climb, and run and we have sand and water areas for exploration.

Group Time is scheduled, or sometime unscheduled when we all come together as a community of learners. To share thoughts and ideas, listen and converse to each other, participate in new learning experiences, introduce new concepts, read together, sing together and collaborate with one another.

YOUR CHILD’S LEARNING

During your child’s time with us, we use different documentation methods to build an understanding of your child’s skills, interests and abilities. Using this documentation, we plan individual experiences that will focus on your child’s learning and overall development.

The documentation we use are observations, learning stories and individual portfolios. We use electronic documentation of milestones, children’s work, written documentation that you can participate in with information from home.

Learning Genie is the tool we use to document your child’s growth and development.

DAILY CLASSROOM SCHEDULE

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30-8:30 am</td>
<td>Welcome/free play</td>
</tr>
<tr>
<td>8:30-9:00 am</td>
<td>Breakfast</td>
</tr>
<tr>
<td>9:00-9:15 am</td>
<td>Circle time</td>
</tr>
<tr>
<td>9:15-9:30 am</td>
<td>Small group</td>
</tr>
<tr>
<td>9:30-10:30 am</td>
<td>Free play</td>
</tr>
<tr>
<td>10:30-11:30 am</td>
<td>Outside play</td>
</tr>
<tr>
<td>11:30-11:45 am</td>
<td>Read-a-loud</td>
</tr>
<tr>
<td>11:45-12:15 pm</td>
<td>Lunch</td>
</tr>
<tr>
<td>12:15-12:30 pm</td>
<td>Rest transitions and tooth brushing</td>
</tr>
<tr>
<td>12:30-2:30 pm</td>
<td>Rest time</td>
</tr>
<tr>
<td>2:30-3:00 pm</td>
<td>Wake up transition and snack time</td>
</tr>
<tr>
<td>3:00-3:30 pm</td>
<td>Free play</td>
</tr>
<tr>
<td>3:30-3:45 pm</td>
<td>Closing circle time</td>
</tr>
<tr>
<td>3:45-4:45 pm</td>
<td>Outdoor play</td>
</tr>
<tr>
<td>4:45-5:30 pm</td>
<td>Free play/pick up time</td>
</tr>
</tbody>
</table>
# 12 MONTH PY 2018 - 2019

### CONTACT DAYS:
- **SEPTEMBER 2018**: 10
- **OCTOBER 2018**: 19
- **NOVEMBER 2018**: 18
- **DECEMBER 2018**: 14
- **JANUARY 2019**: 14
- **FEBRUARY 2019**: 18
- **MARCH 2019**: 20
- **APRIL 2019**: 22
- **MAY 2019**: 21
- **JUNE 2019**: 20
- **JULY 2019**: 20
- **AUGUST 2019**: 22

### PAYDAYS:
- **SEPTEMBER 2018**: 10
- **OCTOBER 2018**: 19
- **NOVEMBER 2018**: 23
- **DECEMBER 2018**: 22
- **JANUARY 2019**: 21
- **FEBRUARY 2019**: 23
- **MARCH 2019**: 21
- **APRIL 2019**: 22
- **MAY 2019**: 23
- **JUNE 2019**: 23
- **JULY 2019**: 20
- **AUGUST 2019**: 23

### LEGAL HOLIDAYS AND SCHOOL BREAKS:
- **August 2018**: 8/13 Orientation
- **March 2019**: 3/25 Site Day
- **September 2018**: 10/19 Site Day
- **October 2018**: 11/12 Legal Holiday
- **November 2018**: 12/22-12/23 Legal Holidays
- **December 2018**: 12/25 Holiday
- **January 2019**: 1/20-1/21 Cc Training
- **February 2019**: 2/25 Holiday
- **March 2019**: 3/27 Legal Holiday
- **April 2019**: 4/15
- **May 2019**: 5/6
- **June 2019**: 6/24

### Special Event Dates:
- **May 2019**: 5/24 End Of Year Retreat
- **August 2019**: 8/14-15 Sdd
- **September 2019**: 9/3 Legal Holiday
- **October 2019**: 10/19 Site Day
- **November 2019**: 11/22-12/23 Legal Holidays

### Staff Development Days:
- **August 2018**: 8/13 Orientation
- **February 2019**: Sdd
- **August 2019**: 8/14-15 Sdd

### School Breaks:
- **August 2018**: 8/13 Orientation
- **February 2019**: Sdd
- **August 2019**: 8/14-15 Sdd

### Notes:
- **Hands on Learning Site Day**
- **Learning Site Day**
- **Orientation**
- **Mid Year Retreat**
- **Site Day**
- **Minimum Day**

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**DURING WINTER AND SPRING BREAKS MAIN OFFICE STAFF WORK BUT TEACHING STAFF, FAMILY SERVICE SPECIALISTS, AND HOME BASE STAFF ARE OFF.**

**IF THERE ARE CHANGES TO THE PROGRAM CALENDAR YOU WILL RECEIVE A 30 DAY NOTIFICATION.**

Ravenswood CSPP

CLASSROOMS:

**Legal Holidays and School Breaks:**
- Labor Day
- Veteran's Day
- Thanksgiving Holiday
- Winter Break
- Martin Luther King Birthday
- President Lincoln's Birthday
- President's Day
- Independence Day Holiday
IHSD strongly believes in the importance of engaging the parent, the family, and the community when providing optimal learning environment for our children. We believe that when engagement is implemented systematically and consistently, children will be healthy and ready for school.

Parent and family members are asked to engage in activities that are grounded in positive, ongoing, and goal-oriented relationships with other families. This is important as we would like to build reciprocal relationships with families that support family well-being, strong relationships between parents and their children, and ongoing learning and development for both parents and children.

There will be many opportunities to become involved at the Center, parent-teacher conferences, opportunities to engage in the curriculum activities and classroom celebrations, Center events, IHSD program events, and fundraising activities.

FAMILY PHOTO

Having your family join our classroom is exciting. Your family is part of our Center Family and we would appreciate it, if you could share a family photo with us. The family photo is displayed in our classroom and supports your child’s sense of belonging and makes you part of our center’s inclusion as we share all our families within our program.

Thank you for considering sharing a family photo with our classroom. We are very excited to support your child in their development and learning in the year ahead and we look forward in sharing your child’s journey with you!

PARENT RESOURCES

IHSD Main Office
155 Bovet Road, Suite 300
San Mateo, CA 94402
(650) 578-3440
ihsdinc.org

Go to our Facebook page (fb.com/ihsdinc) for agency updates!

Other Parent Resources:
CA Department of Education, Early Learning Support Services

All About Young Children Information on Children’s Early Development
Online publication—allaboutyoungchildren.org

NAEYC for Families
Online information for families—naeyc.org

Talk, Read, Sing together Everyday
Online information for families—ed.gov
IHSD@Ravenswood Waitlist Application

Date: ______________

Parent/ Guardian A:
Last Name: ___________________________ First Name: ___________________________
Primary Phone: ______________________ Secondary Phone: ______________________
Relationship to Child: ________________ Preferred Language: ____________________

Parent/ Guardian B:
Last Name: ___________________________ First Name: ___________________________
Primary Phone: ______________________ Secondary Phone: ______________________
Relationship to Child: ________________ Preferred Language: ____________________

Child 1:
Last Name: ___________________________ First Name: ___________________________
Date of Birth: ________________________ Preferred Language: ____________________
Foster Child: Yes _____ No _____ Child has an IEP: Yes _____ No _____

Child 2:
Last Name: ___________________________ First Name: ___________________________
Date of Birth: ________________________ Preferred Language: ____________________
Foster Child: Yes _____ No _____ Child has an IEP: Yes _____ No _____
For Subsidized State Preschool Applicants
(Please complete both sides.)

Family Size: __________

Parent/ Guardian A:
Name: _____________________  Reason for Need of Care: _____________________________
Schedule:  M: _________  T: _________  W: _________  R: _________  F: _________
Total Gross Monthly Income Before Taxes: $___________  or  Foster Cash Aid: $___________

Parent/ Guardian B:
Name: _____________________  Reason for Need of Care: _____________________________
Schedule:  M: _________  T: _________  W: _________  R: _________  F: _________
Total Gross Monthly Income Before Taxes: $___________  or  Foster Cash Aid: $___________

The information that I have provided is true and correct to the best of my knowledge. I understand that this is not an enrollment application and that subsidized spaces are offered based on the ranking scale (family size and income) from the California Department of Education, Early Learning and Care Division. I understand that additional documentation will be required to verify information and qualification.

This application does not guarantee enrollment into IHSD@Ravenswood, State Preschool Program.

Parent/Guardian Name: _____________________  Signature: _____________________

OFFICE USE ONLY:  Rank: __________  Date: __________  Staff Initial: __________