

**Tennie Russell Primary School
Bentonville Schools Pre-Kindergarten
Handbook for Families
2020-2021**



Our Mission Statement: To provide a culture of learning and develop essential life skills allowing all students to excel.

The Bentonville Schools Pre-Kindergarten Program is funded by an Arkansas Better Chance for School Success grant.

**Tennie Russell Primary School
Bentonville Schools Pre-Kindergarten Program
1110 Bella Vista Road
Bentonville, AR 72712
Phone 479-696-3775
Fax 479-271-1177**

August 2020

Dear Parents,

Welcome to the Bentonville Pre-Kindergarten Program! We hope your child's first experience in Bentonville Schools will be happy, productive and rewarding. Our entire pre-kindergarten staff pledge our very best efforts to ensure the support and leadership needed for a successful school year for your child.

This Handbook for Families was prepared to help you become acquainted with the general rules and policies of our ABC pre-kindergarten program. This is a compilation of information, which is necessary to the understanding of our grade level. When this handbook does not provide the exact information you need, please contact your child's teacher, or call the main office and/or the Principal of Tennie Russell Primary School at 479-696-3775.

Please take the time to review this handbook, sign the parent acknowledgment form that is included, and return the signed form to your child's teacher.

Please know that we are so glad to have your child and family at our school.

It is going to be a great year!

Sincerely,

Lori Passmore, Principal
Tennie Russell Primary School
Bentonville Schools

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Tennie Russell Primary School



Each pre-kindergarten classroom is staffed with an Arkansas Certified, Early Childhood teacher and an instructional assistant with a Child Development Associate (CDA) Degree, Associate Arts degree, or a four year Bachelor degree in Early Childhood. Every pre-kindergarten classroom is limited to an enrollment of 20 children with a ratio of one adult to every 10 children throughout the day with the exception of naptime.

ECERS-HIGH QUALITY PROGRAM

The Bentonville Pre-Kindergarten Program meets all requirements as outlined in the **Arkansas Child Care Approval System's Rules and Regulations**, and has been named a Quality Approval Accreditation Site, as monitored annually by the ECERS (Early Childhood Environmental Rating Scale) system.

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Non-Discrimination Policy:

No person shall, on the basis of discrimination, be denied the benefits of or the activities of TRPS. The school cannot and will not discriminate for reasons of race, color, religion, national origin, sex, or disability. There is to be no discrimination in admission policy, meal service, or use of the facility.

Separation of Church and State:

We assure no religious activity is paid or subsidized by public funds or occurs in any manner suggesting governmental endorsement of any religion or message:

ABC funds will be used exclusively to support allowable ABC program costs incurred to provide non-religious instruction and activities during the ABC day; and no religious activity will occur during any ABC day regardless of the source of funds used to support the activity.

Media Release

At the time of enrollment, the parent is asked to sign a Media Release Form. This will permit media release to be submitted for publication, and allow the school staff to photograph, videotape or audiotape children who attend the pre-kindergarten program in the Bentonville Schools.

ENROLLMENT REQUIREMENTS

- All income eligible applications for enrollment of pre-kindergarten children are accepted without regard to race, religion, color, sex or national origin.
- A child must be three (3) years of age or four (4) years of age by August 1, 2020, before entering the Bentonville Schools Pre-Kindergarten Program. This is the date established by the Division of Child Care and Early Childhood Education for enrollment in pre-kindergarten, according to state law.

REQUIRED ENROLLMENT DOCUMENTATION

The following items must be provided in order for a child to attend the pre-kindergarten program:

*Documentation of your child's birth date (any one of the following):

Child's Birth Certificate

* Two Proofs of residency in Bentonville Schools:

A current real-estate property tax receipt and utility bill showing name and address

A rental or lease agreement and a current utility bill showing name and address

Copies of a current utility bill from two different utility companies showing name and address.

Will only accept these utility companies. Examples: electric, water, gas.

*Child's Social Security Card (or a number assigned by the school district)

*Child's current, up-to-date Immunization Record

*Documentation of income, which could include any one of the following:

Last four (4) paycheck stubs

2019 W-2 Statement or 2019 Federal Income Tax Return

2019 Form 1040 Schedules C or F (if self-employed)

A letter from DHS case worker or other social service agency stating household income

"POTTYING" SELF-HELP SKILLS NECESSARY FOR SCHOOL

It is highly encouraged that students enrolled in our Pre-K program be potty trained before attending our school. We feel that children of these ages, 3-5, deserve privacy. We realize "accidents" will happen; by definition, "accidents" are unusual incidents which occur infrequently.

Potty-trained children:

- No longer wear diapers or pull-ups
- Can tell the teacher when they need to go to the bathroom
- Can attend to his/her own hygiene. (Our teachers will assist when needed.)

BENTONVILLE PRE-KINDERGARTEN PROGRAM GOALS

The Bentonville Schools Pre-Kindergarten Program is a high quality early childhood educational program, designed to increase the readiness of the children for kindergarten with the ultimate goal of ensuring children's success in school. The goal will be accomplished by meeting the following objectives:

- Provide pre-kindergarten students with a high quality literacy-focused learning environment designed to enhance kindergarten experiences.
- Support parents in their role as a child's first and most important teacher by providing resources and information.
- Ensure continuity and smooth transitions from home to early childhood education and elementary school.

The Bentonville Schools Pre-Kindergarten Program is designed to provide students with a challenging, developmentally appropriate curriculum. The program components are aligned with the state standards as outlined in the Arkansas Child Development and Early Learning Standards: Birth through 60 months.

Through an active learning process, children will construct their own knowledge; learn how to make decisions and plans, and seek and organize information. The role of the teacher is to guide students in their construction of knowledge, challenging them to make predictions, try new approaches, and solve their own problems.

PLEASE HELP US ACHIEVE THESE GOALS BY GETTING YOUR CHILD TO SCHOOL ON TIME EVERYDAY!

ATTENDANCE POLICY

Daily attendance is required. Please inform the school by 9:00 a.m. if your child is sick and/or has a doctor or dentist appointment. Tardies and early check-outs interfere with learning. It will count as an absence. The program funding is based on daily attendance; it is expected that all students attend 85% or more of each month that school is in session, August through May. Extenuating circumstances may be reviewed by the policy committee and/or administrator for short-term/limited exceptions on a case by case basis. Attendance letters will be mailed home to families whose student(s) fall below 85% attendance per month. Students with poor attendance may be dismissed from the program.

Late Arrival—Late Pick-Up

- Children arriving at school after 8:15 will be marked as tardy.
- If your child is late to school, please feed them breakfast at home. Also, please notify your child's teacher by 9:00 so your child will be included in the lunch and snack count for that day.
- If you are late picking up your child please notify the office.
- Unexcused tardies and late pick up may result in children being dismissed from the pre-kindergarten program.

ANNUAL AND DAILY SCHEDULE

Tennie Russell Primary School will operate concurrent with the Bentonville Schools calendar. The program will be closed for holidays when the Bentonville Schools are closed

- Labor Day
- Fall break
- Winter break
- Martin Luther King Day
- Spring Break

Our Pre-Kindergarten program will also be closed when other Bentonville Schools students are not present on staff professional development (PD) days. When the program is not in session, the information will be posted on the parent bulletin board in the classroom and noted in the parent newsletter, monthly parent calendars, family notes and the school website, <http://tennierussell.bentonvillek12.org> The school will be closed on inclement weather days when Bentonville Schools are closed. Snow days will be made-up as outlined in the district calendar and as needed.

Daily Classroom Schedules are posted in each classroom. Families may view their child's daily schedule on the Parent Information Board right outside each classroom and/or posted on the school website.

Classroom arrival and dismissal

Children should arrive at school appropriately dressed and ready to participate in the day's events. To determine what the daily schedule is and what activities are planned for the week, parents need to check with their child's classroom teacher.

Signing In and Out

You are required by Arkansas State Licensing to sign your child in and out each day. The person who brings or picks up a child is required to sign the child in and out of the school with a signature. The signature must be a legible, full name and phone number indicating the time of arrival/departure as dictated by the clock in the school. You may also be asked to present photo identification.

No one other than a parent will be allowed to pick up a child unless that person's name is included on the child's personal data sheet as an authorized pick up person. If anyone other than the parent is picking up the child, he/she will be required to show a photo identification and be listed on the authorization list for that child.

Anyone under the age of 18, unless it is the parent, must be approved by the TRPS administrator, and include a documented extenuating hardship circumstance to pick up a child.

We cannot withhold a child from his/her parent unless a court order is issued and is on file at the Tennie Russell Primary School. We will follow the guidelines indicated by the courts regarding visitation.

PHYSICAL EXAMINATIONS, IMMUNIZATION POLICIES AND HEALTH POLICIES

Immunizations: Because we are in a public school system, state licensing requires that all children upon their fourth birthday receive kindergarten immunizations. Up-to-date immunizations are required by Arkansas Law and by the Arkansas Department of Health for all children who attend a preschool facility. Immunizations not only protect your child, but also protect other children in the school (who may not be old enough for certain immunizations) from being exposed to a disease that your child could carry.

A child will not be allowed to attend the Tennie Russell Primary School without an immunization record that shows the child to be up-to-date or to be currently in the process of receiving immunizations due. All immunizations received during the school year should be brought to the nurse so that a copy can be placed in the child's file. Failure to obtain required immunizations could result in a recommendation for dismissal from the program.

Daily Health Check: A health check will be made daily by classroom teachers. Questions may be asked of the parent concerning any unusual observations of the child in general. If bruises or injuries are present, it will be documented by the staff. The child will not be allowed to stay at school if fever or a possible contagious rash or diarrhea is present. When an antibiotic is prescribed for an infection, the child should take the antibiotic for 24 hours before returning to the school, per the doctor's recommendation. The Tennie Russell Primary School will follow that recommendation unless the parent brings a statement from the physician stating that the child may return sooner. Such a statement will be accepted only when no signs of illness exist. If antibiotics are needed three times per day, all doses should be administered at home, one before school, one upon dismissal from school, and one at night before bedtime. Allergies should be noted on the medical form by the physician. Teachers will be alert throughout the day for possible signs of illness.

In Case of Injury: Simple injuries will be cared for by the staff and/or school nurse. A written accident report will be completed for the parent to sign explaining what happened. In the event that a serious injury is involved, parents will be notified at once, and if necessary, the physician they have designated or emergency service will be called. We must have the names and telephone numbers of other persons listed on file to contact in case the parent(s) cannot be reached. An unreported injury found by a teacher after the parent leaves will be recorded on an accident/incident form. The parent will be asked to sign all accident/incident forms. Parents are responsible for any expenses incurred due to an injury.

Parents should keep a child home if any of the following conditions exist:

- **Fever:** (at present or within the last 24 hours) a child cannot attend school while taking Tylenol or another fever reducing medication in order to maintain a normal temperature. A child will be sent home if their temperature is at or above 100.4 degrees. If other symptoms exist, a child may be sent home with a lower temperature than those stated above. If fever is suspected at the time of arrival, the parent will be asked to take their child to see the school nurse.
- **Diarrhea:** within the last 24 hours
- **Vomiting:** within the last 24 hours
- **Rash:** Body rashes not obviously associated with diapering, heat, or allergic reaction.
- **Sore Throat:** If associated with fever or swollen glands in the neck.
- **Severe Coughing:** Episodes that may lead to gagging, vomiting or difficulty breathing.
- **Pink Eye:** Pink or red eye(s) which may be swollen with white or yellowish discharge, until on antibiotics for 24 hours.
- **Scabies, Head Lice:** May return after treatment.
- **Multiple Sores inside the mouth with drooling:** Unless the health care provider determines the condition is non-infectious.
- **RingWorm:** A fungal infection of the scalp or skin: may return after evaluation and under treatment by a health care provider.
- **Impetigo:** May return 24 hours after treatment is initiated.
- **Other:** Any contagious disease, illness, or health concern. May return based on the doctor's recommendation.

Medications: The administration of medication will follow guidelines at ACT 1146 of 195 and BPS Medication Policy. All medications given during school hours require prescriptive authority and parent/guardian signed permission. This is required for both over-the-counter (ibuprofen, acetaminophen, etc.) and prescription drugs. Any medications given at school must be dispensed through the health office. Students are forbidden to self-medicate at school with a prescription or non-prescription medications. Students are forbidden to carry any medications on their person. **FAILURE TO COMPLY MAY RESULT IN EXPULSION FROM SCHOOL!** Parents are to administer prescription and non-prescription medication to their child at home whenever possible. Prescription medications and certain non-prescription medications which the district does not supply must be purchased by the parent and need a physician's written order. Medications will be given by an RN or trained staff.

All requirements listed below must be completed by parent and building RN before any medication can be administered.

1. Prescription and non-prescription medications must be prescribed by an Arkansas Licensed Health Care Provider.
2. Medication must be in the original container with the pharmacy prescription label on the container.
3. **A Physician signed a written prescription, prescribing a medical professional's signed note, or a doctor signed "BPS Permission Form for Prescribed Medication" must accompany the pharmacy labeled medication bottle.**
4. Any change to the medication will require new written orders from the physician.
5. Parent/guardian is responsible for transporting medicine to and from school. **Students are not to transport or deliver any medications.** Failure to abide by this will result in student's exclusion from school.
6. Only medications prescribed to be given during specific school hours will be administered. (Medications ordered three times daily or less will not be given at school.)
7. Medications administration forms must be updated at the beginning of each school year and as needed.

INHALERS: A.C.A 6-18-707

Students with the diagnosis of asthma and require the use of an inhaler, must keep an inhaler in the health office. Inhalers must be in the pharmacy labeled box and also have a written doctor's prescription/note. A doctor's signed Asthma Action Plan can be used in Lieu of written prescription/note. The asthma Action Plan must be signed by a parent.

EPI-PENS: A.C.A 6-18-707

Students with the diagnosis of anaphylaxis require a physician signed Life-Threatening Allergies Plan on file along with the emergency medication(s) prescribed. These must be kept in the health office. Epinephrine must be in the pharmacy labeled box and also have a written doctor's prescription/note. A doctor's signed Life Threatening Allergies Plan can be used in lieu of a written prescription/note. The plan must also be signed by a parent.

Schedule II Medications:

Only methylphenidate and amphetamine sulfate medications (ADD and ADHD meds) specifically prescribed to be administered during the school day by an Arkansas licensed medical professional will be administered by the RN or trained staff. For safety reasons, no student will be allowed to attend school if currently taking other Schedule II medications than those permitted per BPS Medication policy (see [www. Bentonvillek12.org](http://www.Bentonvillek12.org))

Head Lice Policy: If head lice are found on your child, you will be called to pick up your child and give information on treatment. The child will be checked upon his/her return to the Tennie Russell Primary School and may stay once TRPS staff determines the student no longer has live lice.

*If a parent is contacted to pick up an ill child, promptness is expected. The child's personal information sheet must always have up-to-date information so that the staff will be able to find the parent in the event that the child becomes ill. Please keep us informed of any changes including schedules, employment information, change of address, change of phone number, etc.

*We desire conditions that encourage cleanliness and good health practices among both staff and children. Common colds and allergies should not, unless causing the child to feel too uncomfortable, prohibit attendance. If your child is well enough to come to school and the weather permits, all children will go outside. Please dress your child appropriately for the weather. A child should be kept at home if he/she is ill enough for any reason to need one-on-one care or is too ill to go outside (See Outdoor Play Policy Below).

Outdoor Play Policy

The children will go outside every day except in cases of rain, extreme heat or cold. During extreme weather, the time spent outside will be adjusted based on the temperature; children will be taken out if at all possible. Please do not request that your child stay inside. Tennie Russell Primary School does not have extra staff available to stay inside with one child. Cold weather does not cause disease or illness, and outdoor play is an important aspect of the preschool program and is an extension of our instructional day. Please think of the child's comfort and possible daily weather changes when you dress your child and in planning outer garments to wear or bring to the school daily (including warm winter coats, pants, hats, gloves, etc....).

It is a licensing policy that children play outside for a total of one hour per day in suitable weather. It is also a policy that if a child is unable to participate in the day's activities such as outside play, the child should not attend school that day.

INVESTIGATION OF CHILD MALTREATMENT OR LICENSING COMPLIANCE

Parents/guardians are advised that schools are mandated by law to report any suspected case of child abuse-physical, emotional, or sexual to the proper authorities for investigation. The phone number for reporting child abuse is 800-482-5964. Upon request, children may be interviewed by the Department of Human Services (DHS) licensing staff, social services and/or law enforcement officials for the purpose of determining licensing compliance or for investigative purposes.

Parent/Teacher Conference

Two (2) parent-teacher conferences will be scheduled during the school year to discuss your child's academic progress. Additional conferences between parents and teachers can be arranged at the request of either party whenever the need arises. Every effort will be made to schedule a time convenient for parents. If parents have concerns regarding the Bentonville Pre-Kindergarten Program they should use the following procedure to express their concerns.

*Contact the classroom teacher and ask that a conference be arranged. Discuss the problem or concern with the child's classroom teacher.

*For additional parent concerns, they should contact Lori Passmore, Principal at 479-696-3775 or at lpassmore@bentonvillek12.org

Kindergarten Transition

In order to create smooth kindergarten transitions, families receive a Kindergarten Readiness Calendar and Internet Links. These helpful resources are provided to all families at the Beginning of the Year Parent Orientation and Open Houses. At the end of the last Pre-Kindergarten school year, parents and teachers collaborate on a Kindergarten Transition Plan. This transition plan provides individual student information to the Elementary School in which each student will attend their Kindergarten year.

ALL PRE-KINDERGARTEN CHILDREN WILL PARTICIPATE IN A DEVELOPMENTAL SCREENING .

INSTRUCTIONAL PROGRAM

Developmentally Appropriate Instruction

The Bentonville School Pre-Kindergarten Program uses an innovative-based learning approach to help children become independent thinkers, self-confident eager learners and highly skilled individuals. This developmentally appropriate approach provides literacy, math and science opportunities for children to engage in respectful interaction in a language-rich environment with skilled professional educators available to help them develop socially, emotionally, academically and physically. Our pre-k program curriculum is a Project Approach with supplemental resources listed below::

- Units of Study integrated with content and Emergent RISE components
- Origo Stepping Stones Comprehensive Math

LEARNING CENTERS: WHAT WILL MY CHILD LEARN?

Library/Literacy/Writing Centers:

- Write/read/listen to stories
- Letter recognition
- Letter sounds
- Story dictation
- Use of invented spelling
- Fine motor skills
- Book handling skills/print concepts
- Represent ideas with pictures and written words

Math/Manipulatives:

- Match
- Sort and classify
- Extend and create patterns
- Sequence
- Compare
- Counting skills (one-to-one, subitize, numeral sequence, cardinality)
- Problem solving
- Part/whole concepts
- Ordering
- Shapes - identify, compose, decompose
- Measure

Discovery:

- Explore the environment using five senses
- Cause and effect
- Cycles in nature
- Compare
- Sort and classify
- Sequence
- Observe
- Predict
- Measurement skills
- Visual Discrimination
- Use drawings and words to represent observations and discoveries

Sensory Table:

- Measurement
- Concepts of more/less, empty/full, solid/liquid
- Fine motor skills
- Oral language development
- Cause and effect
- Social skill development

Dramatic Play:

- Role play (explore family roles and jobs in the community)
- Social skills/appropriate play skills: sharing, negotiating, turn-taking, conflict resolution
- Self-expression
- Self-help skills
- Oral language development
- Problem solve
- Reading and writing opportunities
- Imaginative play
- Mathematical concepts such as counting and one-to-one correspondence
- Fine motor skills when dressing, buttoning, zipping, etc.

Blocks:

- Scientific concepts: balance, stability, gravity, spatial reasoning
- Mathematical concepts: sort, compare, pattern, count, shapes
- Design and implement plans
- Solve problems
- Critical thinking skills
- Respect for others
- Safety rules
- Collaborate with peers

Art:

- Creative expression
- Fine motor skills
- Problem solve
- Share ideas
- Cause and effect
- Follow directions
- Formulate a plan & carry out a project to completion
- Explore color, shape & lines
- New vocabulary related to the arts

Music:

- Enjoyment of music
- Identify musical instruments and associated sounds
- Move and dance to a variety of music
- New vocabulary related to musical experiences

Discipline Policy

Though discipline does not appear as a subject in school, please realize it encompasses everything we do in class. It is the way we conduct ourselves and interact with others, both in word and deed. Discipline is a way of life. Discipline is viewed by all as being directed towards teaching children acceptable behavior, self-control, and helping children play together safely. Children are never punished.

Prevention is an important technique. Teachers are alert to situations that could precipitate a child's frustration or a dispute between two or more children. When a potential problem becomes evident, children are redirected by offering children an appropriate substitute activity.

Redirection is the primary disciplinary technique used with all children. A child is guided into an acceptable activity and offered appropriate choices. To prevent behavioral issues an adequate number of toys, equipment and activities are provided.

Parents will receive an "Incident Report" if their student harms another student and/or damages school property.

Positive Guidance is the Rule

The TRPS staff use positive verbal guidance. Guidance is fair yet firm. Children are encouraged to make choices that are positive when offered a choice between two acceptable behaviors, activities, materials, etc.

We teach and practice the following 4 behavior principles:

- Practice Kindness
- Ask for Help
- Work Hard
- Stay Safe

Parental Involvement

Please read carefully all notes that your child brings home from school. This keeps the lines of communication open so that parents know what is happening at school. The school encourages all parents to become involved in their child's early education by volunteering, participating in classroom activities, attending the monthly Parent Involvement meeting, "Coffee Connection," or other special family events. Parents are welcome at school anytime. Volunteering will enhance the parent-teacher relationship and familiarize parents with our pre-kindergarten program. Parental Involvement at special events is always encouraged. Please note-only store bought items may be brought into the school for special events.

Family Coordinator

Tennie Russell Primary School has a Family Coordinator who is available to assist parents as needed. There are many parent involvement activities planned throughout the year including parent meetings that will be both informative and educational. All parents are encouraged to attend. The schedule for these meetings will be sent home with your child and posted in the TRPS entrance. The Family Coordinator surveys parents each year to determine areas of interest for volunteering and organizes that effort.

INFORMATION FOR PARENTS

- As parents, you are assured accessibility to your child at any time during our hours of operation. Staff members will notify parents of pre-k activities and events, health services, training opportunities for parents, or student accidents which affect the family or child.
- By law, children in childcare facilities may be subject to interview by Child Care licensing or by law enforcement for investigative purposes and/or for determining compliance with licensing requirements.
- Employees and applicants for employment are required to have their background reviewed through an Arkansas Child Maltreatment Central Registry Check and a Criminal Records Check through the Arkansas State Police. New employees are fingerprinted and FBI Check is run. No person convicted of child maltreatment or any criminal offense shall be hired by the Bentonville Public Schools Pre-Kindergarten Program.
- Every child in the pre-kindergarten program will receive a daily health check upon arrival to determine if the child is well.
- Daily schedules, unit plans, menus, and other information for parents will be posted on the parent bulletin board and school website, <http://tennierussell.bentonvillek12.org>.
- By law, parents have been notified of the Child Product Safety website that includes the list of unsafe children's toys, furniture, and equipment maintained by the Office of the Attorney General, <http://www.childproductsafety.com>
- According to the Arkansas State Law, "A driver of a motor vehicle shall NOT use a cell phone while operating a motor vehicle when passing a school building or school zone during school hours when children are present."-AR Act 37. Our children deserve your full attention.
- Arkansas Law prohibits smoking and/or the use of any tobacco product on school grounds. This includes the use of e-cigarettes. AR Code Ann. 6-21-609 (b).

ALL PRE-KINDERGARTEN CHILDREN WILL PARTICIPATE IN A DEVELOPMENTAL SCREENING WITHIN THE FIRST 45 DAYS THEY'RE ENROLLED.

EARLY CHILDHOOD SPECIAL EDUCATION SERVICES

Early Childhood Special Education Services are activities designed to enhance the development of the preschool child and provide experiences in one or more of the following areas:

- *Talking
- *Learning
- *Seeing
- *Walking
- *Hearing
- *Behavior

These are special services individually planned to prepare the child for future school success.

Who is Eligible?

A child may be eligible for special services if he/she is age 3 through 5 and is experiencing difficulties which interfere with normal development in these areas:

- *Speech/language
- *Behavior/Social Skills
- *Vision
- *Self Help Skills
- *Hearing
- *Problem Solving
- *Motor Skills
- *Cognition/readiness

What Services are Available??

The following services are provided as needed at no cost to the family:

- *Screening
- *Family Training
- *Evaluation
- *Other appropriate services
- *Pre-kindergarten Instruction
- *Speech/language therapy
- *Physical/Occupational Therapy
- *Developmental Delay Instruction

How are Services Provided?

Services are provided through a Free Appropriate Public Education (FAPE), which may include:

- Interaction with peers who are developing normally
- Coordination with other agencies
- Public School based program

Who can you contact for services?

To find out what programs are available for a prekindergarten child who is experiencing difficulties contact:

- **Tennie Russell Primary School**— (479) 696-3775
 - **Northwest Arkansas Early Childhood Cooperative**
Early Childhood Program (479) 267-5960
4 N Double Springs Road, Farmington, AR 72730
 - **Ozark Guidance Center**
Early Childhood Program (479)750-2020
 - **Connections Behavioral Health**
Early Childhood Program (479)316-7094
-

ARKIDS 1st—includes two plans, based on family income.

ARKIDS First A provides free care for a range of screenings and treatment services.

ARKIDS First B for families with slightly higher income provides most of the same benefits and requires a small co-payment for some services, including \$10 for routine visits and \$5 for prescriptions.

Get help from the Benefit Bank of Arkansas with your application. For locations call 877-375-0790.

How do I apply for my child? Call 888-474-8275 or visit www.arkidsfirst.com

Helpful telephone numbers:

- | | |
|----------------------------|--------------|
| -Poison Control | 800-376-4766 |
| -Child Abuse Hotline | 800-482-5964 |
| -Child Care Licensing Unit | 800-445-3316 |
| -Emergency Child Locator | 866-908-9572 |



Bentonville Public Schools Tennie Russell Primary School
An Arkansas Better Chance for School Success Grant Program
Handbook Signature Page
2020-2021

I have received a copy of the Bentonville Public Schools, Tennie Russell Primary School, Parent Handbook, which includes information on our program policies including but not limited to enrollment requirements, attendance, illness, behavior guidance and parent involvement.

Participation in the Bentonville Public Schools Pre-Kindergarten Program is a unique opportunity. As with any opportunity, it comes with responsibilities. Participation is a privilege for students and families. Through this contract, parents join the school system in a partnership to support their children.

In order for my child, _____, to be enrolled and participate in the Bentonville Schools Pre-Kindergarten Program at Tennie Russell Primary School, I am committed to and will:

- **Attend a scheduled Parent Orientation Meeting** conducted by the early childhood staff as soon as possible after my child is enrolled.
- Ensure that my child **attends school and is on time every day unless there is an excused reason** which will be provided in writing to the school. I understand that it is my responsibility to notify the school each time my child is absent. I understand that unexcused absences, tardies, early checkouts, and irregular attendance will result in a recommendation of dismissal from the program.
- Ensure that I am with my child at the classroom to check in at the arrival time and to check my child out at dismissal time.
- Pick up my child on time, 3:00. I am aware that there are no provisions for child care unless I am enrolled in the afterschool program, which ends at 5:30 pm and is available at an additional cost on a first come first served basis with limited spaces available. *Enrollment is separate and must be paid weekly.
- Keep immunizations/physicals up-to-date and will advise the school personally of any medical conditions. If my child is ill, I will keep my child home and notify the school.
- Offer to assist in my child's classroom and/or participate in parent/child/staff events and/or parent meetings offered throughout the year.
- Attend parent/teacher conferences requested by my child's teacher and be available for contact on a regular basis with the staff.
- Participate with my child in regular at-home activities to promote academic readiness as requested by my child's teacher.
- Check the parent information monitor, bulletin board, my child's cubby and folder for home/school communication.

I understand that if my child's behavior is detrimental to the safety and learning of others, recommendations for dismissal may occur, but only as a last resort. I support each of these requirements, for they ensure that I am fully involved in my child's education. I understand that the school will keep accurate records of my participation. If I do not fulfill these requirements, I understand that my child may be recommended for dismissal.

Name of student: _____ Teacher: _____

Parent Signature: _____ Date: _____