



## **Program Statement – Metcalfe Co-operative Nursery School**

Metcalfe Co-operative Nursery School is one of three programs under the Rural Family Connections umbrella.

All programs under R.F.C. use “Early Learning for Every Child Today”, (ELECT) as a guide to support curriculum and pedagogy in the early childhood settings. It features a continuum of developmental skills that support the educators as they work together with the children.

We also use “How Does Learning Happen?” (HDLH) as a professional learning resource guide about learning through relationships for those working with young children and families. Both documents are on the Ministry of Education website and available at the school.

The nursery school staff work with the understanding that “children are competent, capable of complex thinking, curious and rich in potential”. Families are experts on their children and want the best for them. The educators at the school will collaborate with the team to create engaging environments and experiences that foster children’s learning and development.

### **OUR GOALS**

#### **a) We will promote the health, safety, nutrition and well being of children.**

The school is cleaned and safety checked according to our Health and Safety Policy which is printed in the M.C.N.S. Handbook. Toddlers bring their own snack and the Preschoolers share in the snack provided by the “helping parent”. Suggestions for a healthy snack are included in the handbook. Two food groups are recommended for each snack. The children drink water at snack time.

Our water source is tested according to the Ministry of the Environment’s guidelines (Safe Drinking Water Act 2002 & Ontario Regulation 170/03). This testing is done each week.

All children registered provide a copy of their up to date immunization schedule. All staff are immunized according to Ottawa Public Health Guidelines.

Children, staff and visitors practise a safe hand washing routine.

#### **b) We will support positive and responsive interactions among the children, parents and staff.**

The staff will regularly reflect on their use of positive language as they help each child interact with peers and educators. These reflections will be captured in observation notes made by the director of the program and shared at a monthly staff meeting.

#### **c) We will encourage the children to interact and communicate in a positive way and support their ability to self regulate.**

We will provide activities that encourage sharing. The educators will model appropriate techniques and language. We will encourage and set the space and resources for group activities. We will stand back and give the children a chance to work out an issue on their own. We will provide a private quiet area for those children who need this space. We will use positive reinforcement in our interactions with the children.

**d) We will foster the children's exploration, play and inquiry.**

There will be a varied and sufficient in number supply of resources. These resources will be easily accessed by the children. Many of the activities will be open ended i.e. Loose parts. We will be always open to the children's ideas.

**e) We will provide child initiated and adult supported experiences.**

There are many activities in the creative area that can be initiated by the child. Resources such as glue, paint, markers, crayons, varied kinds of paper, and usable junk are always available. There are always many kinds of building resources available. The educator has an opportunity to lead ideas through music and stories during circle time. Various field trips will be taken through the year and there could be times where a special guest is invited.

**f) We will plan for and create positive learning environments and experience in which each child's learning and development will be supported.**

The educators will present different manipulatives such as puzzles, pegboards, sorting items, threading materials and 'put togethers' that will present a challenge and a feeling of competence for all the children.

**g) Our day will incorporate indoor and outdoor play as well as active play and rest and quiet time.**

Our flexible plan for the day will include both indoor and outdoor play - this may take place at the beginning or end of the morning. The indoor playtime will include activities in the large motor room and activities in the main room which will vary from active to quiet focused time.

**h) We will foster engagement of and ongoing communication with parents about the children and their program.**

We will communicate with the parents regularly through emailed newsletters and information bulletins. We will communicate through a "What's happening" bulletin board that is easily seen by the Sign In and Out desk. The school holds three regular meetings in the year where activities are discussed and ideas are shared. The educators regularly engage with the parents at the beginning and end of the morning. The educators from time to time post photos in the class room and documentation that explains how they connect to our pedagogy. A portfolio for each child is put together. These are shared with the parents at various times through the year.

**i) There will be support from community partners.**

The nursery school will engage with the other programs under the R.F.C. umbrella - the Live & Learn Resource Centre and the Metcalfe Home Day Care. This partnership allows for the sharing of resources, buying partnerships and sharing of staff. The nursery school will engage with the Fire Dept., the Post Office, the Variety Store, the library and the neighbourhood parks as we explore areas in the community.

**j) The educators will engage in continuous professional learning.**

The nursery school will encourage staff to attend workshops or info sessions whenever possible and will cover the cost of replacement and registration.

**k) The director will document the impact of strategies #a-j on the children and their families.**

The director will record observations that demonstrate how these goals are being met and how they are impacting the children and their families. This discussion / reflection will be ongoing whether it is at a staff meeting (monthly) or day to day observations. It will be recorded in the observation log, child's file or child's profile.

## **Prohibited Practices**

**The Metcalfe Nursery School shall not permit, with respect to a child receiving care;**

1. Corporal punishment of a child;
2. Use of harsh or degrading measures or threats or derogatory language directed at or used in the presence of a child that would humiliate, shame or frighten the child or undermine his or her self-respect, dignity or self-worth;
3. Depriving the child of basic needs including food, drink, shelter, sleep, toilet use, clothing or bedding;
4. Locking the exits of the school for the purpose of confining the child, or confining the child in an area or room without adult supervision, unless such confinement occurs during an emergency and this is part of the policy and procedure;
5. Physical restraint of the child, such as confining the child to a high chair, car seat, stroller or other device for the purposes of discipline or in lieu of supervision, unless the physical restraint is for the purpose of preventing a child from hurting himself or herself or someone else, and is used only as a last resort and only until the risk of injury is no longer imminent.
6. Inflicting any bodily harm on children including making children eat or drink against their will.

## **Review and Monitoring**

Written policies and procedures and prohibited practices that are laid out in the program statement will be reviewed by present employees, each new employee, co-operative parents, volunteers and students before they begin working in the program.

These policies, procedures and prohibited practices will be reviewed annually and the date recorded, after the first review or whenever important changes are made.

Employees, volunteers and students are expected to follow the goals and practices set out in the program statement. This will be monitored by the director and/or head teacher, regularly discussed at monthly staff meetings and recorded in the observation log. If there is a serious concern it will be discussed with the Nursery School Executive. Occurrence of a prohibited practice will be discussed with the head teacher and/or director and recorded in observation log. If the contravention is deemed serious it will be discussed at the RFC Board level.

**The program statement is a document that will evolve as the program grows and changes reflecting on the Ministry of Education's policy and statement on programming and pedagogy.**