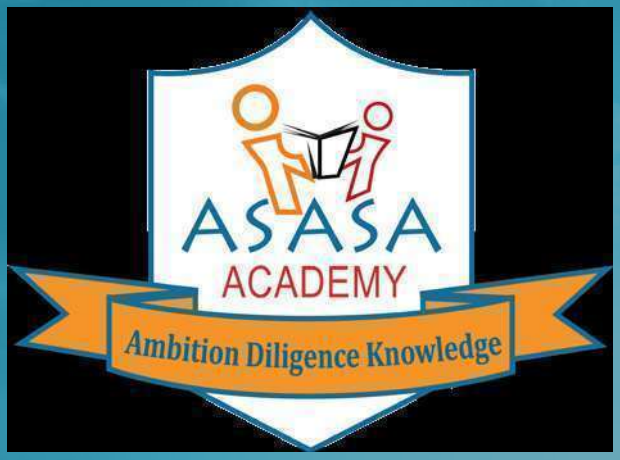
ASASA ACADEMY

PINETOWN CAMPUS



PARENT HANDBOOK
2021-2022

asasaprivateschool.ca

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INTRODUCTION

At Asasa Academy, we welcome each student as an individual. We promise to teach every child to their full potential through a variety of resources. Our teachers will care for your child in a safe and nurturing manner while guiding your child to success. While we value play-based learning, at Asasa, you can expect much more than just play.

We have high expectations for both academic and behavioural development. Our daily focus is English Language learning along with mathematics, science, social studies, art, physical education, personal responsibility, manners, and respect for self and others.

The first five years of a child's life are the most important for development. It is proven, that children who attend Asasa ECS enter kindergarten with a stronger foundation in math and literacy and, are more responsible and capable than their peers. When you choose Asasa, you're choosing success.



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School Hours

We have three class times available. When you register your child, you choose one time that best works for your schedule.
Subject to availability.

Once registered, switching classes is not available therefore, please choose carefully.

Classes are five days a week, Monday to Friday.

Morning Class 8:00 am to 10:30 am

Middle Class 10:35 am to 1:05 pm

Afternoon Class 1:10 pm to 3:40 pm

DROP OFF & PICK UP POLICY

Drop Off

- Arrive 5 minutes early
- Hold your child's hand
- Stand behind yellow line with your kids
- Wait for your child to be invited into school, to let go of their hand
- Say goodbye & move away from the door, to allow other children in
- Parent(s) must walk their child up to the front door, no unattended children thank you

Please avoid asking questions during drop-off and pick-up times as teachers are busy with students at this time.

Pick Up

- Arrive 5 minutes early
- Line up at the sign
(Please do not crowd the door)
- When it's your turn, tell the teacher who you are picking up
- Initial the sign-out sheet
- Move away from the door to allow room for others
- Children will not be dismissed unless a parent/guardian is present
- If someone different is picking up your child, please call ahead with that person's name and we will ask that new person for ID before releasing the child

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Late Policy

We will open the door for approximately five minutes at the start of each class. If you are late dropping off your child, please wait for the door to be opened a second time, fifteen minutes after class starts. If you are late picking up your child, you must call the office and tell them how late you'll be and the reason for tardiness. While we understand that unforeseen circumstances happen, if lateness becomes a habit you will be charged a late fee of $1 per minute.



UNIFORMS

Students must be dressed appropriately in full uniform every school day, Monday to Friday.



We will occasionally have a non-uniform day and will notify you of these fun days via the monthly calendar.

Full uniform includes an Asasa Polo shirt (long or short sleeve) from our supplier, navy blue pants or blue jeans from any store.

Optional Uniform (also purchased from our supplier) an Asasa vest or an Asasa cardigan.

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Footwear

Sneakers with Velcro straps or elastics are the best choice.

Students will be dancing and exercising in these shoes so they must be comfortable, provide support and traction and, they **must be able to put them on and take them off by themselves.**

Please avoid the following: shoelaces, sandals, cleats, heels or other shoes that are slippery or make movement difficult.

At Asasa we foster independence, please keep this in mind when shopping for school clothes and shoes. Children are expected to go to the washroom and put on their shoes independently.



Backpacks

Your child requires a regular sized backpack every day at school. Please ensure lunch bags and water bottles fit easily inside their backpack. **Please avoid mini-size bags, wheeled and shoulder bags.**

Character backpacks are very popular at school, **make sure your child's name is visible on the outside of the bag**.



You can also teach your child to identify their belongings to ensure there are no mix-ups.

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Labels

Please label everything.

Children mix-up and forget things often. Write your child's name on everything you send to school.

This includes, backpacks, jackets, shoes, boots, lunch bag, snack containers, water bottles, hats, mittens and everything else your child wears or brings to school.



Please leave toys at home.
They may get lost or broken and are distracting.







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SNACK TIME

Snack time is an important part of our day. During snack time, we focus on manners and nutrition.

Please send one small and healthy nut-free snack with your child daily. They do not need a full lunch.









Healthy Snack Ideas

- Cut up vegetables and fruits
- Crackers
- Cheese
- Bread & Roti

Please Avoid

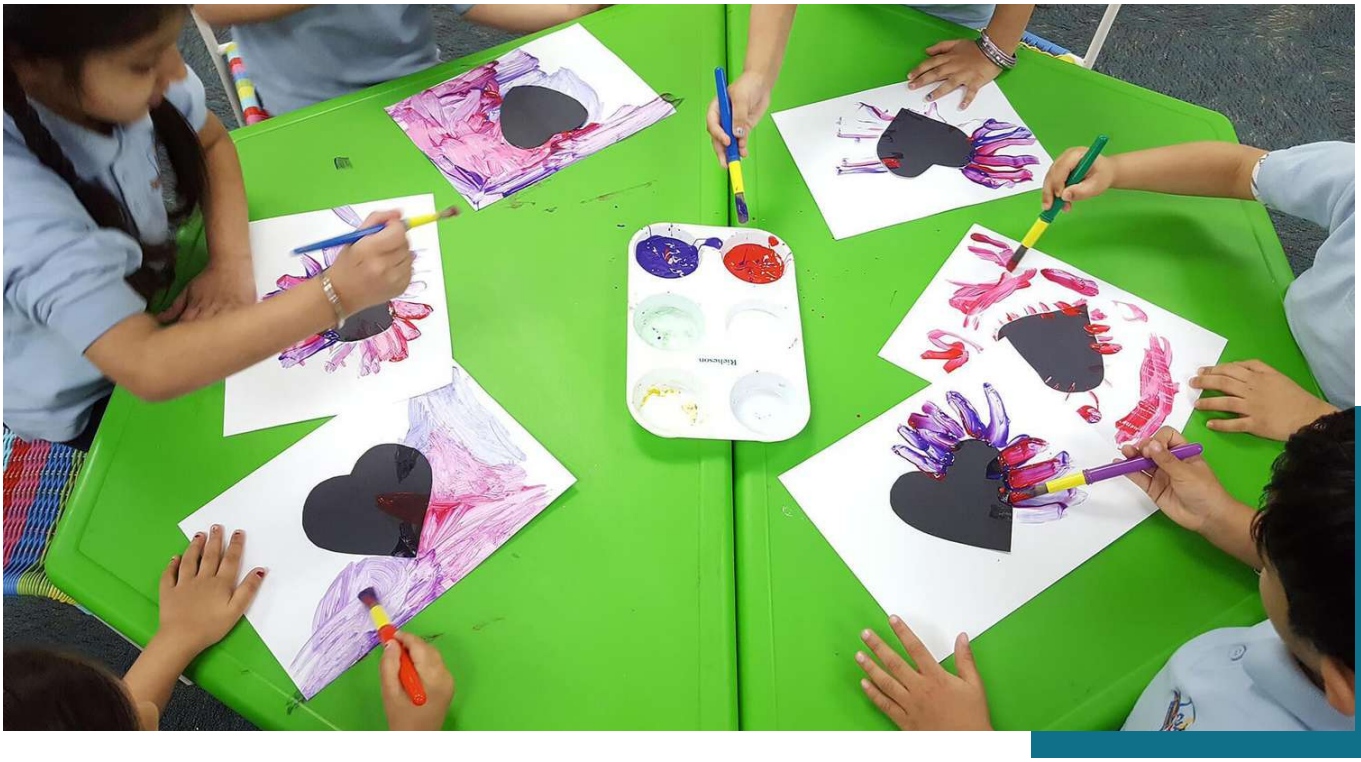
- Drinkable yogurt
  (they spill and make a big mess)
- Candy
- Junk food like cake and chips

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BEFORE SCHOOL STARTS

- Allow your child to practice dressing themselves every day
- Ensure your child can feed themselves
- Pick up toys and help clean up at home
- Read to your child every day
- Play outdoors and be physically active for at 60 to 120 minutes every day
- Talk about healthy food choices
- Start a bedtime routine so your child can get a good night's sleep (10-12 hours a night)
- Limit screen (TV, iPad, video games) time to one hour a day and ensure media is age appropriate





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THE FIRST DAY OF SCHOOL

The first day of school is a transition day. Parents will stay with their child on this day.

You can meet our teachers and staff and tour the school. Teachers will have essential information for you to take home like student ID badges, vocabulary cards, curriculum overview, & snack ideas. You can express concerns and ask questions you may have about your child starting school.



On the first day please bring the following items:

- Indoor sneakers to leave at school
- Extra clothes in a plastic bag with your child's name on it
- A bottle of hand sanitizer
- One or two boxes of Kleenex tissue

Please note, transition day is not a regular school day. Therefore, parents are required to stay with their child the whole time. You can stay the full 2.5 hours or leave early if desired.





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THE SECOND DAY OF SCHOOL

The second day will be a regular school day where parents drop their child off outside, at the front door and wait to be welcomed by a teacher. **Parents will not come into school this day.**

Allowing parents to come in to the academy is very disruptive to the class. We ask parents to leave their child at the front door.



If a child is upset the teachers will help to comfort and calm him or her down. Usually, a child will calm down within a few short minutes.





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ACADEMICS & CURRICULUM

We follow the Alberta kindergarten curriculum and modify it to meet the needs of our young English language learners.

The curriculum can be found online at the following address:

www.learnalberta.ca/content/mychildslearning/gradeataglance/kindergarten.pdf

Our Children Will Learn:

- English language skills
- Early literacy
- Early mathematics
- Independence, responsibility and manners
- Respect for self and others
- Creativity and expression
- Emotional awareness
- Physical skills and well-being
- Environmental awareness





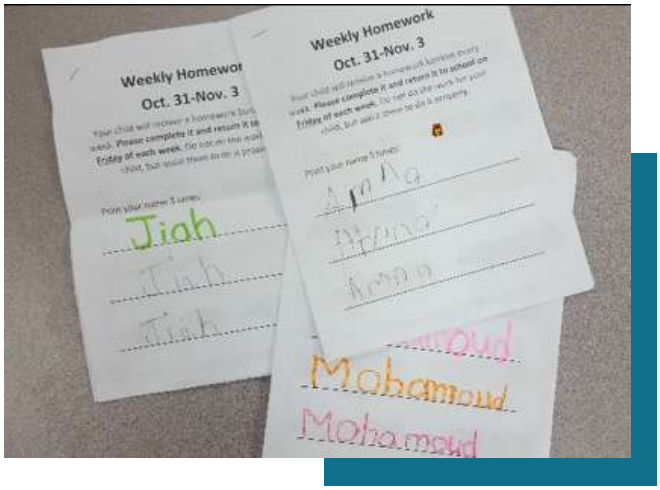




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Homework

Students will receive weekly homework booklets to be returned to school every Friday. These booklets help reinforce skills children have learned at school that week. These promote home to school connections and provide extra practice.



Please let your child try the work themselves and do not complete it for them.

Open House

We will host at least two open houses during the school year. These give parents an opportunity to see classrooms, meet the teachers, see how their child is doing, express concerns, ask questions and, view examples of student's work.

Open houses will be communicated via the monthly calendars sent home with children at the beginning of each month and notices. Please check your child's backpack daily for essential information.

As always, if you have any questions or concerns you may call the office and a teacher will get back to you promptly.

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ILLNESS POLICY

Please keep your child home for at least 48 hours if they have the following symptoms:

- Fever
- Vomiting and diarrhea
- Excessive coughing and extreme runny nose
- General feeling of illness (tired, cranky, in pain, etc.)

If your child requires medication for flu or cold, they should stay home as they may be contagious.

We want to ensure all students remain healthy and happy so they can attend school.

Cover your mouth like this when coughing and sneezing!



Please consider the health of students and staff before sending your sick child to school.

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BIRTHDAY

We recognize every child's birthday with a special card, song and birthday hat. If you would like to send a treat for the class, please send something that can be put in kids' backpacks such as: pencils, stickers, individual bags of chips, lollipops, etc. We don't always have time to eat treats during class and some children may have allergies.



Please do not send: cupcakes, cakes, pizza or anything that must be eaten right away.

VACATIONS

We don't condone missing substantial amounts of school as students fall behind their peers and have difficulty catching up once they return to school. However, if you must take your child out of school for an extended amount of time, we require a copy of your itinerary with child's name, departure and return dates.



You can photocopy your itinerary and send it with your child to school or email us at **delmy.molina@asasa.ca**

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SEVERE WEATHER

In the event of dangerous weather such as extreme temperatures or large amounts of snow, we may close the school.

Parents will be informed of school closures or if our school bus isn't running, via automated voicemail.

Parents are responsible for ensuring Asasa has an up to date and working phone number on file.



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FIELD TRIPS & GUEST SPEAKERS

There will be several fun and educational guest speakers at school such as a magician, musical performers, a reptile show, and more. Additionally, we take educational field trips near the end of the school year to places like Telus Spark and the Calgary Zoo.

We will collect money for these experiences and will communicate this by notice sent home. Please check your child's backpack daily for notices.









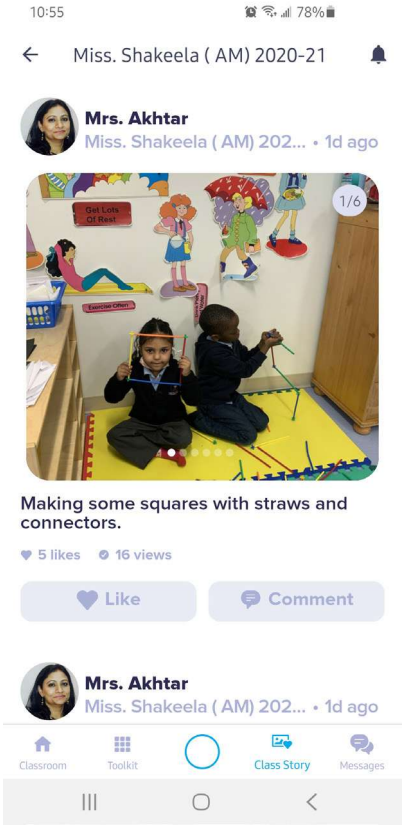
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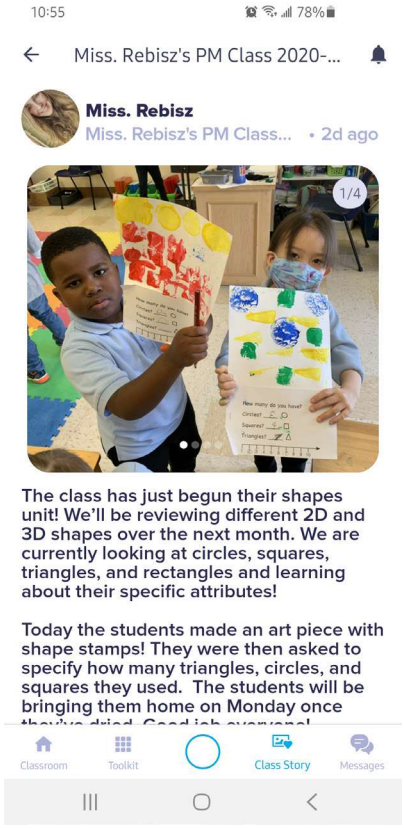
CLASSDOJO

Your child's teacher will be setting up a classroom dojo account and will send you an invite.

This is one of the main ways to communicate with your child's teacher and view classroom notices and photos and to learn about school-wide events.

We urge you to check classroom dojo weekly.









WHEN I GROW UP I WANT TO BE A...







LEARN TODAY. LEAD TOMORROW!

