

WARREN CONSOLIDATED SCHOOLS



WORLD OF FOURS PRESCHOOL PROGRAM PARENT HANDBOOK



EARLY CHILDHOOD EDUCATION

Early childhood education is a vital foundation for strong schools and a strong economy. It prepares tomorrow's workforce for global competition, while ensuring that children of today's workers enter school ready to succeed. Studies show that children entering kindergarten with skills they need to succeed are more likely to graduate high school and become productive workers.

The Warren Consolidated Schools Early Childhood Education Programs provide an environment in which children may experience positive social and emotional growth. Children are welcomed into inviting classrooms by certified, experienced, caring teachers that are committed to fostering a love for learning and a base for future learning experiences. Students will learn and explore through hands-on activities in an atmosphere where independence is encouraged to build each child's self-confidence. The various learning opportunities and curriculum have been developed in accordance with the Michigan Department of Education Early Childhood Standards for Quality Pre-Kindergarten.

TABLE OF CONTENTS

Arrival and Dismissal	3
Attendance Policy	3
Building Closures	3
Calendar	3
Communication	4
Community Resources	4
Confidentiality Policy	4
Cultural Competence	5
Curriculum and Instruction	5
Curriculum: Connect 4 Learning	5
Curriculum: Developmental Screening ASQ/Assessment – TS Gold	6
Curriculum: Sample Schedule	7
Emergency Procedures	8
General Program Information	8
Health Appraisal & Immunizations	9
Inclusion	9
Licensing Information	10
Maintaining a Healthy Environment	10
Mandated Reporting	11
Medication	11
Nutrition & Wellness	11
Parent Involvement: Conferences	12
Personal Hygiene: Toilet-Trained	12
Program Admission & Withdrawal	13
Program Fees/Sliding Fee Tuition Scale	13
Prohibited: Smoking and Vaping	13
Public Sex Offender Registry (PSOR)	13
Registration	14
Release of Child: Child Custody	14
Student Behavior	15
Transportation	15
Waiver Policy	15
When Should a Child Stay Home From School	15

ARRIVAL AND DISMISSAL

In order to ensure the most effective use of instructional time for all students, please arrive to school on time and pick up your child promptly at dismissal.

Parent(s)/guardian(s) are required to walk the children to the designated pick up/drop off location. At dismissal, students will only be released to the parents/guardians unless otherwise indicated by the parents/guardian. When picking up a child, picture identification will be required from anyone with whom the staff is unfamiliar.

For the safety of all, side doors will be locked after your child's scheduled arrival/ dismissal time. Upon late arrival/dismissal, please enter through the front entry door for the building and check in with the office.

Below you will find the procedures for late arrivals and late pick-ups at dismissal. Please adhere to the following procedures to minimize disruptions to classroom instruction time:

Late Arrival

- All parents must sign in at the front office and follow all procedures for students arriving late.

Late Pick-up

- Please call the main office or teacher to notify staff if you will be picking up your child late.
- Building procedures will be followed to ensure students are picked up in a timely manner.
- Numerous late pick-ups may impact your child's enrollment in his/her class.

ATTENDANCE POLICY

Children benefit the most from participating in classroom activities on a regular basis. Therefore, Warren Consolidated Schools encourages children to attend class daily. In the event your child is ill and unable to attend, please contact the school each day that your child is absent.

If the student is not in school for reasons other than documented illness for a period of two weeks or more, the child's enrollment status in the World of Fours program will be reviewed. Staff will work with families to support the child's return to school at that time. In the event the student does not return, the student may be dropped from the program. Openings resulting from a student being dropped will be filled immediately from the program wait list.

BUILDING CLOSURES

If Warren Consolidated Schools are closed due to weather conditions or building problems, all Early Childhood Education Programs will also be closed. Please listen to local television or radio stations for information regarding school closings or visit the District website: www.wcskids.net.

CALENDAR

The World of Fours calendar can be found on the district webpage at www.wcskids.net.



COMMUNICATION

Communication between home and school is extremely important to ensure the success of your child. Our staff is committed to providing a safe and educational environment for all students. Please communicate any related concerns to your teacher to reach a mutual resolution. In the event the mutual resolution is not met, please contact the building principal or the Administrator of Assessments, Latchkey, and Preschool at (586) 698-4046. Additional support may also be obtained from the MISD by calling (586)228-3319.

As a friendly reminder, your child's teacher may not be able to speak freely with you about concerns during drop-off or pick-up times. Instead, parents are encouraged to ask the teacher to arrange a special meeting or phone conference, at a time that is convenient for all parties involved.

COMMUNITY RESOURCES

WCS has a registered nurse on staff available by phone for consultation or evaluation. Social Workers are also available throughout the district to address concerns, perform evaluations, and attend to special needs as necessary. Other resources available to the community are:

Department of Human Services	Mt. Clemens	586-469-7700
	Sterling Heights	586-254-1500
	Warren	586-573-2300
	Oakland County	248-975-4800
Immunization Clinic	Warren	586-573-2090
	Oakland County	248-858-1305
Health Department	Macomb County	586-469-5520
	Oakland County	248-424-7066
MSU Extension	Macomb County	586-469-5180
	Oakland County	248-858-0880
MIChild		586-988-6300
Poison Control Center	Children's Hospital	1-800-764-7661
		1-800-Poison1
WIC (Women, Infants & Children)		586-469-5471

CONFIDENTIALITY POLICY

All records containing information about children are considered confidential and are only seen or shared with the appropriate school staff. All registration paperwork as well as proof of income are kept in a locked file cabinet/drawer.

CULTURAL COMPETENCE

The goal of the Early Childhood Cultural Competence Plan is to ensure that all families are treated with dignity and respect regardless of their gender, ability, ethnicity, language, or background. The Warren Consolidated Schools Early Childhood Program incorporates cultural competence in the classroom, materials, and lessons. Staff are trained in culture and diversity. In addition, the World of Fours curriculum and instruction addresses the diversity of the families in the program and local community.

CURRICULUM AND INSTRUCTION

Student learning is best supported by the following practices:

- Instruction and assessment are based on clear learning goals.
- Instruction and assessment are differentiated according to student learning needs.
- Students are involved in the learning process.
- Assessment information is used to make decisions that support further learning.
- Parents are informed about their child's learning and partner with the school to plan and provide support.
- Students, families, and the public have confidence in the system.

The World of Fours curriculum, which progresses all students toward the K-12 curricular experience, has been developed in accordance with the Michigan Department of Education Standards of Quality for Prekindergarten as well as the Common Core State Standards. The curriculum, based on Connect 4 Learning: the Pre-K Experience, outlines objectives that include a progression of development and learning as well as an array of early learning expectations.

CURRICULUM – CONNECT 4 LEARNING

Program Components:

- Research Based
- Interdisciplinary Curriculum
- Holistic
- Values Play and Developmentally Appropriate Practices
- Includes Digital Support
- Includes Curriculum Tools
- Learning Objectives Are Addressed in All Disciplines
- Common Topic Across Disciplines

Approach: Teachers utilize a consistent approach throughout the year and utilize four techniques including:

- Awareness Of Tools & How Used – Concrete Manipulatives, Tools & Surfaces For Writing & Drawing, Real-World Objects, Materials For Science Including Science Artifacts
- Responsive Teaching – Strategies Informed & Adjusted In Response to Children's Knowledge, Skills, and Interests
- Interactive Learning Style – Teachers Provide Experiences, Reflections, Explicit Explanations, Guided Practices, Independent Practices, and Syntheses
- Project-Based Learning – Children Work Toward A Large Goal In Each Unit

Goals: In addition to domain-specific content (ELA, Math, Science, and Social Studies), teachers work with students to develop thinking processes that are consistent across all four domains (reading, writing, speaking, and listening) and include:

- Communicating and representing
- Cooperating
- Comparing and classifying
- Creating, imagining, and innovating
- Curiosity
- Observing
- Persisting, attending, and self-regulation
- Reasoning and problem solving
- Making sense
- Using tools strategically

Project Based: The projects for each unit incorporate and build skills across domains and include:

- Senses and Observation
- Fundamental Literacy, Math, and Social-Emotional Concepts
- Classroom Routines and Learning to Cooperate
- Signs and Other Materials for the Classroom
- Environment and Habitats
- Earth Resources; Environmentally Friendly Practices
- Number and Date
- Structures; Forms and Function
- Systems Thinking
- Engineering
- Where Things Come From
- How Things Move, Putting Together and Taking Apart Things
- How To Texts
- Choice of Topics (Students Become Experts) – Geometry of Nature, Paleontology, Archeology, etc.
- Comparing Real and Make-Believe
- Plant and Animal Life Cycles; Origins of Plants, Animals and Foods
- Composition and Decomposition of Geometric Shapes
- Comparing Children’s Measurements & Work from Beginning of Year
- Growth Over Time
- Professions
- Growing More After Leaving Pre-K

DEVELOPMENTAL SCREENER ASQ

The developmental screener, Ages and Stages Questionnaire (ASQ-3) is administered to each student during the school year. The screening tool is utilized to identify the developmental progress of each student. Once the ASQ is administered, the WOF Teacher Staff will review the results with the family and make any recommendations for additional educational support. Additional educational support may require parental consent.

ASSESSMENT – TS GOLD

Warren Consolidated Schools believes the primary role of assessment is to enhance teacher knowledge and improve student learning. World of Fours utilizes Teaching Strategies GOLD and teacher created formative assessments to evaluate performance.

SAMPLE SCHEDULE

Monday - Thursday Half-Day Classes

AM

9:00-9:20AM	Arrival & Breakfast
9:20-9:40AM	Welcome & Read Aloud
9:40-10:30AM	Learning Centers
10:30-10:50AM	Connect (Whole Group)
10:50-11:20AM	Outdoor Exploration
11:20-11:50AM	Centers/Small Groups
11:50AM-12:00PM	Fast Focus, Music/Movement, Depart

PM

1:00-1:20PM	Arrival & Lunch
1:20-1:40PM	Welcome & Read Aloud
1:40-2:30PM	Learning Centers
2:30-2:50P	Connect (Whole Group)
2:50-3:20PM	Outdoor Exploration
3:20-3:50PM	Centers/Small Groups
3:50-4:00PM	Fast Focus, Music/Movement, Depart



Monday - Thursday Full Day Classes

9:00-9:20AM	Arrival & Breakfast	12:00-1:00PM	Rest Time
9:20-9:40AM	Welcome & Read Aloud	1:00-1:20PM	Reread Story
9:40-10:30AM	Learning Centers	1:20-1:50PM	Fast Focus (Whole Group)
10:30-10:50AM	Connect (Whole Group)	1:50-2:30P	Outdoor/ Indoor Choice
10:50-11:20AM	Outdoor Exploration	2:30-3:30PM	Project Time
11:20-12:00PM	Wash Hands & Lunch	3:30-3:45PM	Fast Focus, Music/Movement, Depart

*Times and activities may vary by location and teacher.



EMERGENCY PROCEDURES

To ensure the safety of all students, please ensure your child’s emergency contact information is always updated.

Emergency/crisis procedures will be followed as identified below:

- Fire - staff will lead students to designated safe zones away from the school; emergency procedures will be followed.
- Severe Weather - staff will lead students to designated safe locations in the school; emergency procedures will be followed.
- Natural or Man-Made Disasters – staff will lead students to a designated safe zone away from school, emergency procedures will be followed.
- Crisis Management - staff will follow district/building crisis protocols.
- Serious Accident, Illness, or Injury – staff will follow district/building emergency procedures.

In the event of an emergency requiring evacuation from a school, WCS District Procedures will be followed:

- Students will be bussed to a nearby site that has instructional space available.
- Parents/guardians will be notified.
- If the situation allows, students will be returned by bus to the normal site for dismissal at their regular time.
- If an alternate site is necessary beyond normal dismissal time, parents will be informed as to where your child can be picked up at dismissal.

GENERAL PROGRAM INFORMATION

The Great Start to Readiness (GSRP) grant funded program is administered by the Michigan Department of Education, Office of Great Start. The purpose of the program is to provide high-quality, free preschool for qualifying families.

The Warren Consolidated Schools (WCS) program, known as World of Fours, provides free or low-cost preschool for over 200 students via the GSRP grant. Classes are held four days per week (Monday through Thursday) throughout the school year.

Both full day and half-day sessions are available for qualifying families. World of Fours classrooms are available at 9 elementary buildings throughout the district. Additional program information can be found at www.weskids.net.

Warren Consolidated Schools follows all GSRP guidelines for program eligibility and placement. In keeping with all guidelines, if a family applies for World of Fours and is also eligible for Head Start, the family will be referred to Head Start. Additional information related to GSRP guidelines may be found at <https://www.michigan.gov/mde/services/early-learners-and-care/gsrp>.

In addition, WCS World of Fours complies with all State of Michigan Licensing Rules for Child Care Centers.

Students must be four years old on or before December 1, 2024 to qualify for 2024-2025 World of Fours program in Warren Consolidated Schools.

HEALTH APPRAISAL AND IMMUNIZATIONS

Maintaining a healthy environment is important in a school setting. When children are brought into group settings, there is a chance for diseases to spread. Therefore, the best way to protect all students from contacting serious diseases is to have all students vaccinated according to the recommended vaccination schedule found at www.Michigan.gov/Immunize.

A completed Health Appraisal and Immunization Record must be submitted prior to the child starting school. Please review the list of vaccines required for school entry in Michigan (as of 04/2023) below:

- Four (4) doses of DTP or DTaP – Diphtheria, Tetanus, Whooping Cough
- Four (4) doses of Polio IPV - Polio
- Three (3) doses of Hepatitis B (or laboratory evidence of immunity)
- Two (2) doses of Varicella – Chicken Pox (or laboratory evidence of immunity, or disease history from parent/physician)
- Two (2) doses of MMR – Measles, Mumps, Rubella (or laboratory evidence of immunity)
- Four (4) doses Pneumococcal Conjugate (PCV 13)
- Three (3) doses of H influenzae type b (HIB)

Parents are encouraged to keep immunizations up to date. The district utilizes the Michigan Care Improvement Registry (MCIR) to run reports and monitor immunization updates. If you receive a letter regarding shot requirements for your child's immunizations, you will have two weeks to comply with the requirement(s) outlined in the letter. If you do not comply, the child will be asked to leave school until the requirements have been met.

Updated shots must be reported to the building secretary and a copy of the updated report given to the teacher for his/her records. Additional information may be found at www.Michigan.gov/Immunize or www.cdc.gov/vaccines

If you have any questions regarding immunizations or do not understand the series of shots required, please call the Macomb County Health Dept. at 586-469-5235. If you live in Troy, please contact the Oakland County Health Dept. at 248-424-7000.

INCLUSION

The Preschool Program is committed to meeting the needs of all children, regardless of special health care needs or disabilities. Inclusion of children with special needs has been shown to enrich the childcare experience for all staff, children, and families of enrolled children.

Children with special needs may be accepted into the program under the guidelines of the Americans with Disabilities Act (ADA) and in keeping with the State of Michigan Licensing Rules for Child Care Centers. All families will be treated with dignity and with respect for their individual needs and/or differences. In addition, the district/designee will be responsible for ensuring that confidentiality about special needs is maintained for families and staff and the program.

As such, parents must report specific health/medical/special needs during the registration process. In addition, parents should identify any additional support the student may require.

In support of severe health/medical condition (diabetic care, asthma, severe allergies, etc.) or special needs that may require additional support, parents are required to contact the Administrator of Assessments, Latchkey, and Preschool at (586) 698-4046 to schedule a planning meeting with parents, Preschool staff, and the WCS Nurse (as appropriate). The planning meeting must be held prior to the child's first day of attendance.

LICENSING INFORMATION

Warren Consolidated Schools complies with all State of Michigan Licensing Child Care Centers requirements. Parents may access these rules at www.michigan.gov/michildcare.

Licensing documents from the previous 3 years are available for parents to view online at www.michigan.gov/michildcare. Parents may also view these documents online at school during normal business hours. Available documents include license inspection reports, special investigation reports, and corrective actions plans.

MAINTAINING A HEALTHY ENVIRONMENT

Staff members are aware and have received training regarding the Health Policies of the State of Michigan Rules for Child Care Licensing. Early Childhood staff members are certified in CPR and First Aid. In addition, licensing rules require knowledge of and compliance with the following procedures:

- ▶ Hand washing – the following procedures will be used:
 - Moisten hands with water (temperature between 60- and 120-degrees F) and apply soap.
 - Rub hands vigorously until a soapy lather appears, continuing for 10 seconds.
 - Rub areas between fingers, around nail beds, under fingernails, jewelry and back of hands.
 - Rinse hands under running water until free of soap and dirt. Water will remain running while drying hands.
 - Dry hands with clean, disposable paper or single-use cloth towel. Water will be turned off with disposable paper or single-use towel.
 - Dispose of the single-use towel in a lined trash container.
- ▶ Handling Children’s Bodily fluids – brief overview:
 - Staff shall use precautions when handling potential exposure to blood, including blood-containing body fluids and tissue discharges, and when handling other potentially infectious fluids. OSHA has model exposure plan materials used at the buildings in addition to formal staff training.
 - Use of disposable gloves (waterproof barrier).
 - Placing soiled objects in biohazard bags.
 - Cleaning and sanitizing areas and articles.
- ▶ Cleaning and Sanitizing – the following procedures will be used:
 - Surface of article will be washed vigorously with warm water and detergent.
 - Articles will be rinsed with clean water.
 - Surface of article will be submerged in, wiped, or sprayed with a sanitizing solution.
 - Article will be air-dried.
- ▶ Controlling Infection - the following procedures will be used:
 - Parents are notified when changes in the child’s health are observed, if an accident or injury occurs, or if the child is too ill to remain with the group.
 - Child is placed in a separate room under adult care until parent(s) arrives.
 - Items exposed to risk are thoroughly cleaned and sanitized.
 - Upon notification of communicable disease, parents are informed that exposure may have occurred, the name of the disease, and the symptoms of the disease.

A registered nurse is on staff with WCS and available by phone for consultation or evaluation. Counselors and therapists are available throughout the district to address concerns, conduct evaluations, and attend to special needs as deemed necessary.

MANDATED REPORTING

Staff is required by law to report all suspected cases of child abuse and/or neglect to appropriate authorities. (Act NO. 238, Public Act of 1975 as amended Sections 722.621-772.636, Michigan Compiled Laws)

MEDICATION

Students requiring the continuous availability of emergency medications must submit a completed medication form signed by the child's doctor and parent to the school. Preschool/school staff will dispense medication to a child as needed when the following conditions exits:

- All special health/medical needs policy guidelines are followed.
- A current medication form is signed by both the parent/guardian and the form is on file with the school. A photograph of the child must also be provided with the form.
- Prescription medication is left on site in the original container and packaging. The label consists of the following information: child's first and last name, physician's name, instructions for administration, name and strength of the medication, and expiration date.
- There is another adult to witness the dispensing of the medication.

Any medication that has been dispensed will be listed on the building Medication Log which contains the following information: child name, date, time, dosage amount, witness signature.

NUTRITION AND WELLNESS

The goal of our program is to create a healthy school environment that enhances the development of lifelong practices which promote healthy eating and physical activities in support of academic success. The preschool program supports the development of good eating habits and increased physical activity both in and out of school.

Snacks and meals served during WOF meet all Child and Adult Care Food Program (CACFP) nutritional standards. Additional information regarding healthy eating, menus, as well as parent engagement activities may be found at www.fns.usda.gov/school-meals/school-day-just-got-healthier-parents.

In addition to healthy eating, our program provides a variety of both outdoor and indoor physical activities to promote life-long wellness. Students will engage in outdoor play daily (weather dependent).

Additional resources may be found below:

ORGANIZATION	CONTACT INFORMATION
Healthy Children/ Bright Futures – Health Promotion	https://brightfutures.aap.org/families/Pages/Resources-for-Families.aspx
Learning Resources – Children Songs, Videos, etc.	http://bussongs.com/
Let's Move – Raising Healthier Generation of Kids	https://letsmove.obamawhitehouse.archives.gov/
USDA Food & Nutrition Services Parent Information	https://www.fns.usda.gov/school-meals/school-day-just-got-healthier-parents
WIC (Women, Infants & Children)	1-800-225-5942



PARENT INVOLVEMENT

Parent involvement is a critical component in fostering a child's educational success. Research indicates that children achieve higher levels of academic success when parents participate in their education. Warren Consolidated Schools teachers and staff are committed to partnering with parents to promote the success of all children.

The GSRP/World of Fours program provides many opportunities for parents/guardians to participate throughout the school year including:

Parent/Teacher Conferences

During Parent/Teacher Conferences, parents/guardians will meet individually with your child's teacher(s) to review your child's growth, progress, and any areas of concern. In addition, you will receive a copy of your child's report card. Conferences will be held twice during the school year.

Home Visits

Home visits allow staff the opportunity to meet the child and parents/guardians in a location familiar to the child. During home visits, families can ask questions as well as learn additional information about the GSRP program, the classroom, and the staff. Both the Teacher and the Associate Teacher will attend the Home Visits which are scheduled twice during the school year. Visits are scheduled primarily on Fridays when students are not in school. You will receive notice regarding your appointment time and date prior to the visit. Your cooperation in helping WCS meet this GSRP requirement is appreciated.

Family Participation Group

Parent input is extremely valuable in your child's education. Family Participation Groups take place at your child's school two (2) times during the school year. These high-level family engagement activities promote open communication, family advocacy, and integration of family input and voice. Meetings will focus on GSRP Transition, Recruitment, Program Quality Assessment, Child Outcome Data, and/or Family Learning Opportunities. Staff will work together with parents to continuously improve the World of Fours preschool program and your child's early childhood education.

Volunteer

Parent volunteers are always welcome in the classroom. Teachers/Associate Teachers will provide information regarding opportunities to volunteer. Any parent interested in volunteering must complete all district requirements to volunteer.

Great Start Collaborative Parent Coalition

Support Early Childhood practices in your community by participating in the Great Start Collaborative meetings or as a member of the School Readiness Advisory Committee. The School Readiness Advisory Committee annually reviews and makes recommendations regarding all GSRP Components to improve school readiness. Additional information can be found at www.greatstartmacomb.org.

PERSONAL HYGIENE: TOILET-TRAINED

Your child must be toilet trained. Your child must be independent in taking care of bathroom needs. Pull-ups are not allowed. We understand that children of this age may have accidents; in the event your child has a bathroom accident, we will assist your child with changing to dry clothes. If additional clean-up is needed, parents will be called.

PROGRAM ADMISSION & WITHDRAWAL

Warren Consolidated Schools follows all GSRP guidelines for admission and placement into the World of Fours program. Families will be notified of program eligibility and placement according to the GSRP guidelines.

There is no fee to apply for the World of Fours preschool program in Warren Consolidated Schools. All required program documents must be submitted prior to eligibility and placement consideration.

Should it become necessary to withdraw your child from the World of Fours preschool program, please notify your child's teacher in writing of their last day of attendance. The written notice should be provided to the teacher two weeks in advance and include an explanation of the voluntary withdrawal.

PROGRAM FEES/SLIDING FEE TUITION SCALE

GSRP is a grant funded, free/low-cost program for families. Families whose income falls below 300% of the Federal Poverty guidelines will not pay anything for participation in the WCS World of Fours preschool program.

Families whose income is above 300% of the Federal Poverty guidelines will be charged a participation fee as determined by the GSRP guidelines. Currently, the amount charged to families above the 250% of Federal Poverty guidelines to participate is as follows:

Weekly Tuition Rates	Below 300% of the Federal Poverty Level	301-350% of the Federal Poverty Level	351% and Above of the Federal Poverty Level
½ Day Programming	GSRP Eligible- No tuition	\$5/week	\$10/week
School Day Programming	GSRP Eligible- No tuition	\$10/week	\$20/week

PROHIBITED: SMOKING AND VAPING

For the safety of all, smoking and vaping are prohibited at all times while on school property.

PUBLIC SEX OFFENDER REGISTRY (PSOR)

All staff and volunteers are screened to ensure they are not registered on the Public Sex Offender Registry. Individuals registered with the Public Sex Offender Registry (PSOR) are prohibited from having contact with any child in care.

REGISTRATION

Step 1 Complete the Warren Consolidated Schools Online Enrollment Process at www.wcskids.net from your home personal computer.

The WCS Online Enrollment Process requires that you complete identification and enrollment information online AND upload required enrollment documentation including:

- 1) Original Birth Certificate
- 2) Parent/Guardian Driver's License OR State of Michigan ID
- 3) Completed Health Appraisal
- 4) Immunization Records
- 5) Residency
- 6) If Applicable - Additional Documentation As Requested (Custody, IEP/504, etc.)

Step 2: Attend the Income and Eligibility Determination meeting.

Once you have completed step 1, you will receive an email within two weeks with additional instructions for scheduling and preparing documentation for the Income & Eligibility Meeting.

During the scheduled meeting, staff will meet to review all eligibility requirements and discuss placement availability and GSRP guidelines for placement with the families.

You will be required to bring the following pieces of information to complete the GSRP registration process including:

- 1) Proof of Income Verification (2023 Tax Form OR W2 OR Past 3 Months Paycheck Stubs)
- 2) Parent/ Guardian Driver's License OR State ID
- 3) Student Medical Insurance Card (Copy)
- 4) Child Information Record
- 5) Parent Notification of Licensing Notebook
- 6) WOF Parent Notice of Program Measurement
- 7) WOF Enrollment Questionnaire

Step 3: Plan to Receive Notification Regarding Eligibility & Placement by the beginning of September.

RELEASE OF CHILD: CHILD CUSTODY

For child custody cases, a court order designating a parent or guardian full custody must be on file with the program. Unless court action has established custody, one parent may not limit the other from picking up the child.

According to the State of Michigan Licensing Rules for Child Care Centers, "Until custody has been established by a court action, one parent may not limit the other from picking the child up from your (Preschool Program) care. It is not within your (Preschool Program) legal rights to withhold a child from a parent unless there has been court action that limits one parent's right to the child". Warren Consolidated Schools requires that a copy of the Judge's order establishing custody be on file with the program for the child to be withheld from his/her parent.

When picking up a child, picture identification will be required from anyone with whom the staff is unfamiliar.



STUDENT BEHAVIOR

Our caring and concerned staff promotes positive behavior for all students by planning appropriate activities and by enabling students to become increasingly responsible for their behavior. Staff will use positive, developmentally appropriate guidance to encourage students to learn self-control, self-direction, self-esteem, and cooperation as well as enable the students to become increasingly responsible for themselves. Positive guidance includes setting limits and helping children learn appropriate behavior. Staff may also discuss feelings with the child related to the specific program that occurred. Verbal warnings and redirection may be used when necessary. If additional parent support is needed, the information will be brought to the attention of the parent.

TRANSPORTATION

Parents are responsible for transporting their children to and from school. Warren Consolidated Schools does not provide bussing. Children should remain with their parent(s) until the teacher gathers the children from the designated location. Parents are also responsible for picking up their children from the designated location on time.

WAIVER POLICY

Children must be four years old by September 1, 2024, to be enrolled in the 4-year-old preschool program for the 2024-2025 school year. If your child turns four years old between September 2, 2024, and December 1, 2024, please contact the Early Childhood office at (586)698-4046 for additional waiver information.

WHEN SHOULD A CHILD STAY HOME FROM SCHOOL?

To prevent the spread of communicable disease *before returning to school*:

- Students should be fever-free for 24 hours without the use of fever-reducing medications.
- Students should be free of continuous coughing.
- Students should remain at home 24 hours after the last episode of vomiting or diarrhea.
- Students should remain at home for 24 hours after taking the first dose of an antibiotic for an infection.
- Additional COVID protocols may be in effect. Please adhere to all WCS district guidelines regarding current COVID screening and school attendance procedures.



CENTRAL ADMINISTRATION

Robert D. Livernois, Ph.D. Superintendent

Dave Meengs, Chief Academic Officer

Kari Elenbaas, CPA, Chief Officer of Employee and Fiscal Services

Theresa Callahan, Administrator of Assessment, Latchkey and Preschool

WCS DISTRICT MISSION STATEMENT

The mission of Warren Consolidated Schools, in partnership with families and the community, is to achieve a level of excellence in teaching and learning which enables all students to become knowledgeable, productive, ethical and successful citizens.

WCS DISTRICT VISION STATEMENT

WCS is creating a collaborative culture of stakeholders committed to scholarship and creating success for our staff and students.

WORLD OF FOURS MISSION STATEMENT

The purpose of World of Fours is to ensure high levels of learning to prepare for the rigors of early elementary school for all students.



WARREN CONSOLIDATED SCHOOLS

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disability Act of 1990, the Elliott-Larsen Civil Rights Act of 1977, and the Genetic Information Nondiscrimination Act of 2008, it is the policy of the Warren Consolidated Schools that no person shall, on the basis of race, color, national origin, sex, (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes") be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or in employment. Inquiries should be addressed to the Chief Human Resource Officer, 31300 Anita, Warren, Michigan 48093, (586) 825-2400, ext 63110.

Student Achievement

A focus on measurable student achievement in our Professional Learning Communities.

High Expectations

Clear expectations for every stakeholder, including students, staff and parents.

Strong Relationships

Strong relationships among all stakeholders, including:
teacher-student, parent-teacher,
principal-teacher, and
superintendent-board member.