



Hillel Torah

NORTH SUBURBAN DAY SCHOOL

בית ספר הלל תורה

123



Welcome to the Alana Beth Stein Preschool!

As your child enters the exciting new world of Preschool, we are sure you will have many questions about processes and policies. We have provided you with answers to various questions that may arise as you prepare for this wonderful year of growth!



ABC



Join our Facebook groups today!
[Hillel Torah Class of 2028](#) (Pre-Nursery)
[Hillel Torah Class of 2027](#) (Nursery)
[Hillel Torah PTA & Parents](#)

Don't forget to like our main
[Hillel Torah Facebook Page](#)
to stay updated with special
news and pictures – all
happening in real time!

Table of Contents

Welcome to Preschool	1
Important Dates	1
At Home Activities to Help Your Child Transition into Preschool	2
Help Your Child Prepare for the School Day	2
Some of the Things Your Child Will Learn at Hillel Torah.....	3
Classroom Dresscode	4
Parent-School Communication	4
Food Guidelines	5
Birthday Celebrations	5
Illness, Absence & Medical Information	6
Arrival & Dismissal Procedures	7
Specials	8
Afterschool Enrichment	8
Getting More Involved at Hilel Torah	9
Preschool Supply List (2017-2018).....	10

Welcome to Preschool!

We are excited to meet you!

The first day is coming and it is a big day for all of us! We want this to be the first of many warm, engaging and exciting school days.

Every child is special and your child will receive the nurturing and attention needed for a positive preschool experience.

We look forward to working with you and hope this handbook helps answer some of your questions and concerns.



Important Dates

Aug 29

Preschool Orientation by appointment

Aug 30

Preschool classes begin from 9:00 am – 1:00 pm
Early drop off begins

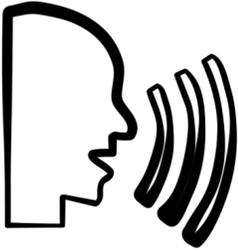
Sep 5

Aftercare Enrichment begins from 1:00-2:30 pm
Stay & Play begins from 2:30-4:30 pm

Sep 13

Preschool Open School Night from 7:30-8:30 pm
at the Preschool campus

At-Home Activities to Help Your Child Transition into Preschool



- Practice speaking your child's first and last English and Hebrew name.

- Allow your child to practice dressing independently by pulling up pants/skirts and putting on shirts/jackets.

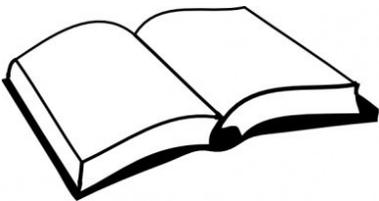
- Review bathroom procedures and etiquette (such as washing hands with soap and water after using the bathroom).

- Encourage consistent activities (such as putting away toys or setting the table).

- Have set times for wakeup and bedtime, playtime and rest time.

- Invite an adult to read with your child daily.

- Discuss your child's experiences with him/her (such as your trips to the zoo, museums, shopping, etc.)



Help Your Child Prepare for the School Day

- Ensure s/he is rested and well nourished.
- Wake him/her early enough to get dressed in clean clothes, eat a leisurely breakfast (there is no breakfast in school), and arrive at school on time.
- Please discourage bringing any toys from home - our classrooms have so many!
- Take your child to the bathroom before drop-off.

Children who arrive late miss important social and learning activities.

Some of the Things Your Child Will Learn at Hillel Torah



Fostering a love for Eretz Yisrael Building classroom communities

Middot and Chesed **Getting Along with Others**

Playing cooperatively Exploring the world

Trying new things **Sharing and taking turns**
Recognizing and labeling feelings

Actively participating Following multi-step directions
in conversations **Recognizing colors, sizes and shapes**

Understanding concepts of print
Number concepts
Recognizing letters **Problem solving skills** Developing fine and gross motor skills

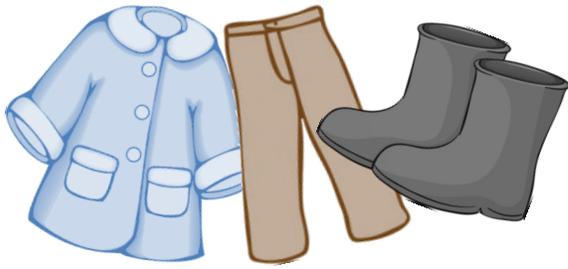
Demonstrating personal care and hygiene **STEM**

Torah and Parshat Hashavua **Interest in reading and writing**

Parshat Hashavua Understanding Hebrew language

Expanding **Art expression** Identifying **Demonstrating self-confidence**
critical thinking skills patterns

Sharing new ideas **Tefilot and Brachot** Working and learning collaboratively



Parent-School Communication

We make every effort to keep parents up to date about their children's school activities.

- Preschool weekly newsletters and important information are sent out via email.
- The weekly Hillel Torah Highlights (all-school newsletter) reviews major events of the week and announces upcoming events.
- Parent-Teacher Conferences are scheduled twice a year, and online progress reports are emailed home at the end of the year in June.
- Your child's progress report, school directory and other announcements can be found on [Parents Web](#). Please sign up if you are new to the school.
- Join our Facebook groups ([Hillel Torah Class of 2028](#) and [Hillel Torah Class of 2027](#)) and [Hillel Torah PTA and Parents](#) and like our main [Hillel Torah Facebook page](#) for exclusive pictures, daily happenings and latest announcements.
- If you'd like to speak to a teacher, please call the Preschool office at 847.677.1021 or send an email.

Classroom Dresscode

Clothing

- All clothing (including outerwear like coats and boots) should be washable and clearly labeled.
- Clothing should be simple, sturdy, not too tight, safe and easy to manage.
- Boys are to wear tzitzit and a kippah (no caps, please).
- Pants/shorts are required for girls and boys on gym day.

Shoes

- Shoes must have backs and be appropriate for outdoor play (no crocs or flip-flops).
- Sneakers are required for girls and boys on gym day.
- Boots should be large enough so your child can put them on independently.
- Snow/rain boots may not be worn in class - an extra pair of shoes may be kept at school.

Please make sure to label all your child's clothing (including outerwear).

Illness, Absence & Medical Information

Illness

- Please call the school office at 847.677.1021 to report any illness.
- Contagious diseases must be reported to the teacher immediately so notices can be sent to all the parents of the children in the class.
- If the school calls to inform you that your child is ill, please make arrangements for pick up as quickly as possible. Please keep him/her home from school and watch for upset stomach, sore throat, runny nose or fever.
- Children who are unwell and unable to participate in our activities at school need to stay home.
- Children with fever must be fever-free without medication for 24 hours before returning to school.

Absence

- Please call the school office between 8:15-9:00 am if your child will be tardy or absent for the day, or if your child will be leaving school before dismissal.
- Please inform your child's teachers in advance if your child will miss a few days of school (ex. for vacation, family simcha, etc).

Medical Information

- Please fill out the proper form with our office if your child takes any medications or has allergies.
- There are separate forms that will be provided for an Allergy or Asthma Action Plan if your child has allergies or asthma.
- Our office staff is trained to administer medicines and asthma inhalers as needed. Staff can only do so with a consent form on file with our office.
- If case of an emergency, the school will always call 911 and then notify the parent immediately.



Arrival & Dismissal Procedures

Arrival

- Our preschool day begins at 9:00 am. Children who arrive late miss important social and learning activities. Please arrive on time to help ensure your child is set up and ready for a successful day at school.
- Children preregistered for early drop off should be brought to the drop off room by an adult. Please put your child's belongings in their classroom before bringing them to early drop off. Be sure to sign your child in to the early drop off room.
- Classrooms open at 8:55 am. Anyone not in early drop off must wait in the "rotunda" hallway to allow the teachers time to set up the classrooms prior to 8:55 am.



Dismissal

- All children will wait indoors.
- Teachers will be posted at designated doors and will dismiss individual children and carpools one at a time to the driver.
- Double parking is not allowed.
- Any changes in daily carpool arrangements must be indicated in a written note or by calling the Preschool office at 847.677.1021.

Please do not park in the walkways during arrival or dismissal.

1:00 pm Dismissal

- Pre-Nursery will dismiss from the Monticello Entrance.
- Nursery will dismiss from the East Prairie Entrance.

2:30 pm Aftercare Enrichment Dismissal

All children will be dismissed from the East Prairie Entrance.

4:30 pm Stay & Play Dismissal

All children will be dismissed from the Monticello Entrance.

Specials

Our Preschool program offers a variety of special activities throughout the week. Our typical schedule includes the following:

- Monday - Art with Morah Natalie
- Tuesday - Music with Morah Linda
- Wednesday - Storytelling with Morah Debbie Jacoby
- Thursday - Gym (Book Mobile every other week)
- Friday - Sing-a-Long with Rabbi Linzer



In addition to our daily specialists, Rachel Morris, an occupational therapist, and Judy Katz, an educational consultant, are on staff to work in classrooms on a regular basis. Both Rachel and Judy offer their expertise and support while working with all of our children at the Preschool to ensure everyone receives the support they need.



Aftercare Enrichment and Stay & Play

Our Aftercare Enrichment Program offers classes taught by a variety of specialists and teachers. Between the hours of 1:00-2:30 pm, children will have open ended exploration and play time in addition to their scheduled enrichment class.

Our Stay & Play program from 2:30-4:30 pm offers children a quiet rest time to relax and unwind from the day followed by an afternoon filled with play and hands on exploration. An afternoon snack will be provided for the children.

A Note from the Parent Teacher Association (PTA)

Getting More Involved at Hillel Torah

The Hillel Torah Parent Teacher Association (HT PTA) supports many projects benefitting students, teachers and parents, with the goal of enriching and enhancing each child's experience at Hillel Torah. Programs are held during the school year where you can get acquainted with other parents, discuss common challenges and hear from speakers.



It is important to take an active part in school life and we welcome your ideas and suggestions. Please contact the PTA Co-Presidents (below or by emailing ptapresidents@hilleltorah.org) for more information regarding membership and opportunities to serve.

Lanie Kellman
847.626.6458
laniekellman@gmail.com

Amy Spar
847.779.3685
amyspar1@gmail.com

Hillel Torah offers many exciting opportunities for parent involvement. Below are a variety of ways to become part of our family!

Give/Get – Many opportunities to earn Give/Get credit will be announced throughout the year. Volunteering at hot lunch, lice checks, library or office help are just a few ways you can earn credit and become involved. Please contact Dov Shandalov at dov.shandalov@hilleltorah.org if you have questions about our Give/Get program.

Parent Teacher Association – Our very active PTA will offer numerous options for parent involvement throughout the year. Volunteering at Book Fair, running an event or helping coordinate chocolate sales – there is no shortage of opportunities.

Classroom Parents – Each year, a parent volunteer per class is selected to coordinate different programs and aid our teachers wherever they may be needed.

Trips – Letters will be emailed prior to a field trip. If you would like to chaperone, please respond to those emails and we will contact you if needed.

Career Days – We love to learn about new careers in our Preschool classrooms. Please volunteer your time to join us and teach the children about your career or special hobby. This can be arranged with your child's teacher at a convenient time for you.

Shabbat Parties – We welcome you to join our classroom for Shabbat parties when your child is the designated Ima or Abba. There will be multiple opportunities to come throughout the year, so please check with your child's teacher.

Mystery Reader – Mystery Reader is an opportunity for family or friends to visit your child's class and read them a story while hiding behind a screen. After hearing the story, the children try to guess who the mystery reader is and are happily surprised and proud when they find out!

Preschool Supply List (2017-2018)

Below are the supplies your child will need to bring to school on orientation day.

A one-time \$100 fee will be collected to cover the cost of special events and all field trips for the entire year. No other requests for funds will be asked of you during the year.

If there is a financial hardship, please contact our Business Administrator, Dov Shandalov, in the main office building at 847.674.6533 or through email at dov.shandalov@hilleltorah.org. Cash or checks are accepted, or you may pay by [credit card](#).

Supplies

- A shoe box with a complete change of clothing. Please label everything in the box and check clothing periodically for changes in size and season.
- A plastic smock with sleeves for painting and water play (available for purchase at school for your convenience)
- A digital photo of your child emailed to hearlychildhood@hilleltorah.org
- PRE-NURSERY ONLY:** One digital family photo emailed to hearlychildhood@hilleltorah.org

Every day, your child should bring the following items to school:

- A large backpack with a wide opening (minimum opening 9"x12") to accommodate school projects (no wheelies, please).
- A fresh fruit or vegetable for snack time and a kosher lunch including a beverage and cutlery (refrigeration is not available). Please do not send soda pop, hard candies, lollipops or gum.
- Tzedaka – a penny a day is suggested. A week's supply of pennies may be kept at school in a bag or closed container.

Home items to save for projects:

- Clean Pringle cans with lids
- Clean plastic tubs with lids
- 1 liter seltzer bottles