



Canadian School of Warsaw

Join Our Family!

Policies

School year 2009/2010



Canadian School of Warsaw Join Our Family!

Little history

The Canadian School of Warsaw was born on February 14th, 2000. As this date tells you it was deliberately opened on Valentines Day, because it started out of mothers' love to their children. We started with six children, now we have grown to quite a nice size. We have always tried to provide the best education to our pupils, along with warm, homely atmosphere. The Canadian School of Warsaw also offers three great kindergarten groups (Froggies – 3 yr olds, Smilies – 4 yr olds, Sweet Apples – 5 yr olds). Reaching the age of 6, we start our education in the 1st grade of Primary School in the North American System, equivalent of „0” grade in the Polish system. Being registered with the Polish Board of Education – „Kuratorium”, we follow both – Polish and Canadian curriculums. Early this year our school was graded with an “A” by the Polish Board of Education, it wasn't easy to get but it was well worth the effort.

Nurturing young minds

For a brighter tomorrow

**What greater gift to give your child than
That of the finest education possible?
The gift of tapping his or her every potential
To reach beyond what may have
Otherwise gone undiscovered or unexplored**

**Canadian School of Warsaw
Believes in no other way**



Canadian School of Warsaw Join Our Family!

School's Philosophy

The Canadian School of Warsaw does its best for all of its students to become self-motivated, self-directed problem-solvers and decision-makers. We encourage them to develop the skills necessary for learning and developing a sense of self-worth and confidence in their ability to participate in a changing society.

Learning experiences in our school include participation in specific activities, the development of positive attitudes toward one another, learning in an atmosphere of free and open inquiry, and the development of a feeling of joy and excitement in learning. We teach children respect, tolerance and understanding toward individuals, groups and cultures in all communities.

In our changing society, students will need to practice using a variety of skills and strategies. Students will need to be able to acquire knowledge, to interpret and communicate their information, solve problems and make decisions outside the school walls.

Following the Canadian school system in alliance with the Polish system, classes are taught in English with the addition of Polish and French language classes.

The Canadian School of Warsaw offers an intimate setting for optimal learning. Our school's goal is to achieve the highest learning standards through waking curiosity of our young children.

Our school follows the Alberta province curriculum along with the Polish one.

We believe that each and every of our students has a great potential and is gifted in his or her own way. We are focused on recognizing and developing each student skills.

The Canadian School of Warsaw is a small community with homely atmosphere.



Canadian School of Warsaw Join Our Family!

Kindergarten Program

Children's early learning experiences have a profound effect on their development. In Kindergarten, children are extremely open to new influences and they are at their peak in their capacity to learn. During this period, they acquire a variety of important skills, knowledge and attitudes that will affect their ability to self develop and to fully participate in the society of the future.

Young children today begin to develop their skills, knowledge and attitudes in a variety of environments – in their homes, in community settings and in their kindergarten programs. Positive early school experiences are of great importance to young children. Kindergarten Program provides the basis for the acquisition of literacy, mathematics and science skills, and prepares them to successful learning experiences in subsequent grades.

Methods that actively involve young children in learning experiences are the most desirable. It is easier to attract and hold children's attention if they participate in an activity. Such methods are also more appealing to young children and increase learning and retention of ideas.

In addition to the Kindergarten Program, the Canadian School of Warsaw offers Polish and French classes. At such a young age, children can be introduced to other foreign languages through different kinds of play, songs and poems.

At the Canadian School of Warsaw, the Kindergarten Program fulfills your expectations in five areas of learning:

1. Language

Language arts program for young children is rich with activities and experiences that encourage listening, speaking, writing and reading skills. Young children are very sensitive to language and it is evident that in early childhood years there is a rapid development of this skill.

Children will learn:

To communicate effectively by listening and speaking, make sense of simple written materials, listen and respond to others, ask questions, express feelings and share ideas, follow simple directions, listen to poems and stories.

2. Mathematics

Children will learn:

To demonstrate understanding of sets and whole numbers, count orally to 30, recognize and write numbers from 1 to 10, identify sets of more, fewer or the same, use simple measurement terms (tall, short, empty, full), identify the values of some coins.



Canadian School of Warsaw Join Our Family!

3. Science and technology

Children will learn:

To describe some natural phenomena using their own observations, describe some differences between living and non-living things, identify patterns and cycles in the natural world, identify familiar technologies and items, and describe their use in daily life (e.g.: telephone or computer and others).

4. Arts

Children will learn:

To use pictures, collages to represent ideas, mix paint and create new colors and textures, develop skills in cutting, painting, pasting, adapting songs, rhymes etc.

5. Personal and Social Development

Children will learn:

To demonstrate a positive attitude towards themselves and others, demonstrate independence, perform tasks requiring balance and coordination, recognize personal strengths and accomplishments identify nutritious foods, select clothing appropriate for the weather, identify and apply basic safety rules.

Our school offers the following:

- Language Arts
- Polish Language Classes
- French Language Classes
- Mathematics
- Social Studies
- Science and Technology
- Art, Craft, Dance and Music
- Physical Education
- Variety of Concerts
- Qualified Canadian and International Teachers
- Counselor consultations
- Nurse
- School Supplies (books excluded)
- Security Guard
- Plus many others such as Hot Lunches, Field Trips, Summer Camp

After school activities include:

Swimming, Playing Instruments, Foreign Language Classes (French, Spanish, Italian), Karate, Tennis, Art Studio, Modern Dance Classes, Pottery, Emotional Intelligence classes, courses for Parents and much more.



Canadian School of Warsaw Join Our Family!

Primary School Program

1. Language Arts

Language is a base for communication and the primary instrument of thought. Children learn a language as they use it to communicate their thoughts, feelings and experiences, establish relationships with family members and friends, strive to make sense and put some order to their world.

The purpose of English Language Arts is to teach each student to understand and appreciate language, and to use it confidently and competently in a variety of situations for communication and learning.

Both Polish and Canadian curriculums are well connected. For pupils who are beginners, these classes provide a chance to learn a new language. The classes are suited to the levels of knowledge of each student. Native speakers can develop their skills on the same level as they would in the Polish School System.

2. Mathematics

This program stimulates students to use mathematics to solve problems, to communicate their mathematical thinking and to build a lifelong appreciation of the ability to use mathematics in everyday life. This program focuses on engaging students in meaningful activities to build a community of learners, encouraging communication through questioning and reflection about mathematical ideas.

3. Social Studies

Social Studies is a school subject that assists students to acquire basic knowledge, skills and positive attitudes needed to be responsible citizens and contributing members of society. The content of social studies draws upon history, geography, behavioral sciences and the humanities.

4. Arts

Art education aims at highlighting out the values that summarize the creation and appreciation of art forms. It deals with the ways in which people express their feelings in visual forms, deals with making and defending qualitative judgment about outlooks. Art education involves skill development in the areas of drawing and sculpture, to help each child expand their ability to express oneself. It focuses on four major components of visual learning: Reflection, Depiction, Composition, Expression.

5. Science and Technology

Science experiences in elementary years are designed to build on the knowledge which students already have and to expand it. To sharpen their investigative skills we provide our students with conditions in which they feel challenged and actively involved to learn at their best.



Canadian School of Warsaw Join Our Family!

Check List for Admission to Canadian Primary School of Warsaw

- Submit an application (Enrollment Form), along with 1800 PLN registration fee and a photocopy of your child's passport to our office
- Submit the student's complete transcript from his/her current school to our office (this applies to both Primary School students and Kindergarten)
- If the Parents'/Guardians' employer covers the tuition fees, please provide our school with details necessary to issue an invoice
- School will require Parents Agreement to be signed
- Medical Examination papers signed by a physician



Canadian School of Warsaw Join Our Family!

School's Schedule

- School is open from 7.45 a.m. to 5.45 p.m.
- All Classes: Kindergarten's and School's start at 9 a.m. and finish according to the schedule.
- From 12.40 to 3.05 p.m. our school serves hot lunches (soup, juice, second course).
- School's daily schedule and holiday schedule is attached.

Health and Safety of Your Child

Your child's health is a matter of major importance to all of us. Upon enrollment, you must provide a health form signed by a physician. We also require that the child has certain standard vaccinations.

Your child may be sent home if any symptoms of illness appear during the day. In such cases, your child will be immediately isolated from the others and you will be contacted. In case of unexpected fever, nurse will administer Paracetamol (Panadol).

The teachers will not administer any drugs to a child.

Registration Fees

A registration fee of 1800 PLN is payable when you enroll a child for the first time and for each additional child in the family, who is enrolled. Registration fee is paid once only.

Insurance Policy

Every year our school is obliged to purchase an Accident Insurance Policy for every child at school. This insurance is valid for 1 calendar year. The cost of that insurance is included in our registration fee.

Absence Policy

In case of child's illness, parent/guardian is obliged to call at phone no: (022) 646 92 88, (022) 646 92 89 and, if possible, inform the school how long the child will be absent.

Procedure of Events

- Attend the General Meeting
- Orientation Meeting – September
- PTA – once every 2 months

If unable to attend, please contact secretary with a valid reason.



Canadian School of Warsaw Join Our Family!

Authorization to Collect a Child

No child will be released to a person not authorized by a parent or caregiver to collect the child.

We must have written authorization for changes in this respect.

You also have to sign your child in and out and say good-bye to the teacher personally.

The school reserves the right, with respect to the safety of the child, to call parents to confirm any new existing arrangements concerning the collection of a child.

Over Time Charges

There will be an overtime charge of PLN 20 each new hour for a child not picked up at a regular dismissal time.

This fee is paid directly to the teacher for her/his time.

If a child is not picked up till 5.45 p.m. attempts will be made to contact the parents. If not available, emergency numbers will be contacted to try to locate parents. It is a teacher's responsibility to remain with the child until she/he is picked up by the parent/guardian.

Sanitary Practices/Procedures

- Single service disposable paper towels shall be used in all washrooms.
- Liquid soap dispenser shall be used in all washrooms.
- Washrooms shall be disinfected daily.
- Disinfection of toys (approximately 4 times a year).
- Eating surfaces shall be cleaned before and after with soapy water and 1 cup of bleach.
- All children must wash their hands before snack and lunch and whenever necessary.

Uniforms

The school has its own uniforms. The use of school uniforms is mandatory, including school events and field trips, and they must be purchased at the office as soon as possible. Uniforms are to be worn everyday with the exception of Fridays – which are casual days.

This does not concern kindergarten, although uniforms are available if you wish.



Canadian School of Warsaw Join Our Family!

Nutritious Food Policy

School serves hot lunches (included in tuition fee). Our “nutritious food policy” requires parents to prepare a healthy snack for their children, so that they do not share less healthy products with others.

No hard candies, bubble gum or chips are allowed at school!

Withdrawal Policy

Parents/guardians will inform the school’s main office in writing before removing their child from school for any reason. In default of not giving one’s required written notice, the parents/guardians must pay in full on demand for term tuition fees (three months).

Tuition fees must be paid for ten months of calendar year.

Parents and school are bonded with an Agreement.

Show and Tell

Every Friday all children from the Kindergarten and Primary School are allowed to bring their favorite toy, collections or present their hobby to the others.

If an item is brought to the school on a day other than Friday, the school will not take responsibility for it.

No toys resembling weapons such as guns or knives are allowed at our school.

Office hours: Monday, Wednesday, Friday from 8.30 A.M. to 4.30 P.M.
 Tuesday and Thursday from 10.00 A.M. to 6.00 P.M.

To schedule an appointment with a Principal or Members of the Board please call:

Emilia Fronc **0697 959 199** **Principal**
Monika Chandler **0697 977 600** **Member of the Board**
Anna Kościelak **0697 979 300** **Member of the Board**