



**BUILDING BLOCKS
COOPERATIVE PRESCHOOL**
23845 Summit Road
Los Gatos, CA 95033
www.buildingblockscoop.org
(408) 353-2847
Membership: 415-420-3879

Building Blocks Cooperative Preschool is a high quality, affordable, parent-cooperative preschool established by and for the mountain community. Our program is sponsored by Los Gatos-Saratoga Recreation and Adult Education, Los Gatos-Saratoga (LGS) Joint Union High School District. Our class held on Mondays, Wednesdays, and Fridays is devoted to Pre-Kindergarten age children (4-5 year olds) and the class held on Tuesdays and Thursdays is for 2 1/2- 4 year olds. The program is multi-sensory and child-directed, utilizing developmentally appropriate activities. Parent participation is an integral element in supporting the Teacher and giving the children more individual attention.

Program Description: Through gentle encouragement, children play and learn in small groups and learn to make independent choices from projects led by parents and the Teacher/Director. Pre-Kindergarten readiness skills are learned through songs, dance and movement for the younger children, while Kindergarten-readiness skills are also emphasized for the 4 & 5 year old children. A monthly meeting that features guest speakers or other information enhances the adult-education and parenting component. A short parent/teacher seminar at the conclusion of each school day allows for learning opportunities for that day's working parents.

Program Details: The program is open to children 2 1/2 to 5 years of age, contingent upon an evaluation period to determine readiness by the Director/Teacher. The program begins daily at 8:30am and ends at 12:30pm, including a bag lunch from home. As in any cooperative preschool, parents are required to participate in the classroom (depending on the number of days your child/children attend) and help maintain the school by participating on a committee as well as yearly fundraising and/or community activities.

Building Blocks functions as a recreation program of Los Gatos-Saratoga Recreation Department. Los Gatos-Saratoga Recreation and a Board of Directors, consisting of Building Blocks parents, and the Teacher, establish the policies which govern the school's operation.

This program is designed to incorporate opportunities for free choice time and guided activity times. During much of the day, each child will be free to choose from a variety of activities under the supervision, and with the assistance, of the teacher and parents. There is also a period of parent/teacher directed activity scheduled during the day when children work in small supervised groups.

Our goal is to provide the opportunity and materials for the children to learn and grow at their own pace. Acknowledging the fact that children are born curious and ready to

learn, the program provides a place for them to practice social skills, to learn to express themselves effectively, and to be exposed to new experiences. The experiences at Building Blocks will enhance the children's self-confidence, academic, and social skills, which are the foundation for success in the years ahead in school.

Tuition Rates for the 2011 - 2012 School Year:

2 days (4 hours each day) at \$155 per month

3 days (4 hours each day) at \$210 per month

PARENT PARTICIPATION COMPONENTS

As an Adult Education student, parents are required to:

- Participate in an orientation as a new parent
- Drop off and pick up your child(ren) on time (or arrange for same)
- Participate in the classroom on your workday
- Participate in an adult education daily seminar on your workday
- Participate in the yard or classroom on your standby shift
- Attend monthly adult education meetings (general meetings)
- Fulfill Committee responsibilities
- Participate in one school maintenance day per year
- Participate in one annual safety day
- Participate in school fundraising events

Parent Classroom Workday Participation (8:15 AM – 1:15 PM) For Each Child:

TTH Class two parent workdays every 4 weeks per child*

MWF Class three parent workdays every 4 weeks per child*

**Notes: These are approximations and can vary due to more or fewer days in the month and enrollment (the more parents, the fewer days that each parent may have to work).*

For the Working Parents each day there is a Working Parents -Teacher Seminar held between 12:45 - 1:15 PM.

Every class also requires one “standby” parent from 12:20 pm to 1:15 pm to watch the children of the working parents. This is so that the working parents can complete their clean-up duties and conference with the teacher/director. This duty is distributed evenly within the 12-week session.

New Families:

All new working parents or their substitutes are required to attend a New Parent Orientation and should have completed all health requirements including the Adult TB test and Fingerprint forms prior to beginning the program.

Enrollment Requirements

All membership forms must be completed and returned prior to enrollment in the school. A \$50 non-refundable processing fee, made payable to LPCF, must be paid at that time. Forms to be completed include:

- Enrollment form
- Consent for Medical treatment
- Identification and Emergency Information
- Copy of Immunization Record (no form; obtain from your pediatrician)
- Children's Pre-Admission Health History (Parent's Report)
- Physician's Report (form to be filled out by your pediatrician)
- Adult TB Test Form (TB Tests are required every 4 years - for each working adult)
- Committee Preference
- Workday Preference
- Parent Contract
- Adult Education Enrollment Form (need 1 for each working adult)
- Alcohol/Drug-Free Workplace
- Fingerprinting/ Livescan (need 1 for each working adult)

All adults working at our school must be fingerprinted through the LiveScan system, and must have a TB Test. Parents, family members, nannies, or other adults will not be permitted to work in the classroom without these forms.

Wait List Requirements

If classes are full, an eligible candidate can be placed on the wait list. The following steps describe the method by which new members may enroll in BBCP.

To be on the waiting list, the candidate must pay a \$50.00 processing fee and complete and turn in an Application. If no spot becomes available, the \$50 will be refunded. If a spot becomes available, but the spot is refused, the \$50 is non-refundable.

**For more information, please contact Membership Chair,
Christa Sinclair at 415-420-3879.**