



Early Childhood Program Parent Handbook

Working Document

www.alpenglowschool.ca
info@alpenglowschool.ca
403 678 7836

-Physical Location-

Ralph Connor United Church, 617 Main St., Canmore

-Mailing Address-

Alpenglow Community Education Society (ACES)
PO Box 8502,
Canmore, AB, T1W 2V2

WELCOME!

It is with great pleasure that we welcome you and your family to the Alpenglow Early Childhood Program.

We are an AB Human Services licensed Pre-school, which follows the regulations set out by the AB Child Care Regulations & Child Care Act.

We hope you enjoy our program inspired by Waldorf Education and Nature and that it brings inspiration, beauty and warmth to your child/ren and family.

We also hope that the programs are an opportunity for you to meet other families and where great friendships may be formed.

Alpenglow always welcomes thoughts and ideas from the community and we look forward to spending time together in the coming years.

ALPENGLLOW COMMUNITY EDUCATION SOCIETY (ACES)

The Alpenglow Community Education Society (ACES) is organized and run by a council of volunteer directors. The ACES Council oversees the programming, maintenance and operations of the Alpenglow Early Childhood Programs. The ACES Council is guided by the principles and philosophies of Waldorf Education and Nature Connection Education. There is an Early Childhood (ECP) Committee that works on developing and implementing the programming for the year.

The ACES Council currently consists of 7 Council members. For a current list of the ACES Council, please refer to the www.alpenglowschool.ca website. There are monthly Council meetings month, and families with children in the Alpenglow Early Childhood Program are welcome to attend them for updates or to share any ideas or concerns.

BENEFITS OF A PROGRAM

INSPIRED BY WALDORF EDUCATION AND NATURE

- ~ Learning experiences through the Waldorf-inspired Early Childhood approach
- ~ Developing deep nature connections through playing & exploring in nature and going for nature walks
- ~ Nurturing children's imagination through open-ended free play with wooden and natural toys
- ~ Exposure to rich language through storytelling, seasonal songs, movement and singing games
- ~ Sharing healthy snacks in community
- ~ A caring, rhythmic home-like setting for children to explore and play with other children
- ~ Time to socialize with other parents of young children in a warm, supportive environment, as well as quietly observe your own child's development
- ~ Parent education and information shared throughout the year
- ~ Community celebrations and festivals throughout the year

PROGRAM DESCRIPTION

The rhythmic gentle ways and simple routines of the Alpenglöw Early Childhood programs encourage the children to develop their 'head, heart and hands' in their own time.

Children and parents participating in the classes described below will experience the simple rhythms and warm atmosphere of a Waldorf-inspired Early Childhood program. Each program follows a similar overarching routine with the length of each program element varying depending on age and needs of the children. Each class incorporates the following aspects: story & song circles, nature walk/outdoor time, creative indoor play with natural toys & handwork, and shared snack in its daily rhythm. Handwork for the children may include: playdough, colouring with special Waldorf crayons, watercolor painting, seasonal crafts, and/or sanding of wooden projects. Your child's ECP teacher will share more specific details of the daily rhythm before the program year commences.

PARENT AND CHILD

Evergreens Parent & Child Group is for parents and their 2-3 year old child/ren. It is a wonderful way for parents to come together in community, share insights and experiences, and learn about the program inspired by Waldorf Education and Nature approach to early childhood. During the indoor playtime, parents work together on a simple Waldorf-inspired toy or seasonal craft. In support of family life, younger siblings are welcome to attend.

PLAYGROUPS

The children will be immersed in the warm, gentle and supportive atmosphere of the program inspired by Waldorf Education and Nature. For the un-parented playgroups, all parents are invited to participate in the first few sessions of playgroup with their children so that they can learn together the rhythms of the group, meet the other families participating in the group, and help their children transition from home life to playgroup. To support the playgroups, parents are asked to be Parent Helpers regularly. Please see the section on Parent Helpers for more detail.

Crocuses Playgroup children must be 3+ years old with or without their parents. Crocuses serves as a transition from home life to being in a social setting with children of a similar age. The children are nurtured and supported to being more comfortable on their own without their parents, playing with new playgroup friends, exploring & playing in nature, and experiencing the rhythms & activities of an organized program.

Shooting Stars Playgroup is for 4+ year old children without their parents. Shooting Stars serves as a transition program for Kindergarten. The children are nurtured and supported to increase their independence with playing cooperatively with & listening to their playgroup friends, developing their crafting and handwork skills, caring for their own clothes & items, and spending longer extended time outside in nature. Shooting Stars also have regular visits with the Grand-friends who are elders in a day program that operates out of the church.

*Creative Play - Rich Storytelling - Nature Experiences
Community Minded - Seasonal Celebrations*

PROGRAM DETAILS

Arrival & Sign in

The Alpenglow Early Childhood programs will begin promptly at their start time and begin either inside the classroom or outside in the backyard.

For the un-parented playgroups, please sign your child in on the attendance chart with your initials, time of day and notify the teacher of any pick up changes.

Pick up & Sign out

The Alpenglow Early Childhood programs will end at their specific time either outside in the backyard or inside the classroom. Parents are welcome to arrive back early to join in the closing circle or help out.

Please notify the teacher in advance if your child will be picked up early. This will help to ensure that the child is ready to leave when you arrive. In addition, if a caregiver, other family member or friend will pick up your child, please ensure that the teacher is notified in advance and has the person's contact details.

Please always sign your child out on the attendance chart with your initials and time of day at the end of class.

Items to Bring to School

Being prepared for class is key and very helpful for the teacher. Please ensure your child has the following items for each class:

- ~ change of seasonably appropriate clothing; socks, top, pants, underwear (in a zip lock bag in her/his backpack)
- ~ leak proof water bottle (with water only please)
- ~ shared snack of a pre-washed and cut vegetables or fruit
- ~ labeled, closed heel soft slippers (2-day program children will keep their slippers at class)

Absence

Please notify the teacher if your child will be absent from any program, and include the reason. If the child is sick, please describe the type of illness. If you know in advance that your child or you and your child will be away, please update the teacher as soon as possible. The teacher will provide contact details at the beginning of the year.

Staggered Start

Children in 2-day a week programs (Crocuses or Shooting Stars) will start the school year with a staggered start. Your child's ECP teacher will confirm dates, times and class details by email a few weeks prior to the first day of class.

Communication

The Alpenglow Community Education Society (ACES) and the Alpenglow Early Childhood Programs (ECP) have an open door practice and welcome all communication, ideas and support from families and the community.

For general questions about program fees, volunteer hours, registration process email info@alpenglowschool.ca. For all questions, concerns or ideas about your child and/or his/her class, please contact your teacher directly. Communicating regularly with your child's teacher is encouraged and nourished within our community program.

Monthly e-newsletters from the Alpenglow Community Education Society (ACES) and regular emails from the teachers will be sent out to update families on group activities and community events. There is also a bulletin board that provides regular updates.

Transition from Home to Playgroup

As participating in a playgroup may be the first time that your child is doing an activity or group on his/her own, it is important to make the transition from home to playgroup a gentle and slow process. All parents are encouraged to join in the first class of their child/children's playgroup to help ease them into the playgroup rhythms, and meet new children and families. If your child is struggling with this new transition, please talk with the teacher about how your child/children can best supported through this transition.

Toilet Trained

Children participating in the un-parented playgroups must be toilet trained before beginning their programs. As accidents may occur from time to time, please have a change of labeled clothing (in a ziploc bag) in your child's backpack in case of an accident.

Group Behaviour & Expectations

We strive to provide a fun, safe, comfortable and peaceful learning environment for all children. The children are encouraged and expected to have helping hands, speak with kind words, and work and play together cooperatively. Each child is respected for the unique individual he/she is, and spoken to in a respectful and calm manner. Guidance is provided to each child in a positive manner intended to help the child promote self-esteem, develop self-regulation, and respect for others. Modeling is also used to guide children to use appropriate behaviour themselves.

Guidance and discipline will be fair, consistent and applied in a timely manner, as well as appropriate for the age of the child and reasonable given the circumstances. If a child demonstrates inappropriate behaviour, modeling and positive redirection will be used. The child will also be supported in apologizing to the hurt child and working through how to make the situation better. If a child hits, bites or uses other similar hurtful behaviour, the families of the involved children will be notified so that they are aware of the incident.

If a child is struggling to be part of the group, he/she may be asked to sit aside from the group and work independently on a small project. If necessary the teacher or parent helper may sit with the child until they are feeling ready to join the program again.

The Early Childhood teacher will ask the family to have a meeting to discuss options and ways to support the child if a child has repeated incidents of hurtful or concerning behavior.

Physical punishment, verbal or physical degradation, emotional deprivation, denial of or threat of denial of any basic necessity, or any form of physical restraint, confinement or isolation will never be used as discipline.

Parent Helper involvement with Playgroups

In our Early Childhood Programs parent involvement is key. For the Playgroups, parents will be asked to participate as a Parent Helper at least once a month depending on class size. An online Parent Helper sign up calendar will be available before the first day of classes and throughout each season. Please note that these hours are not counted towards volunteer hours for the Society.

Waldorf-inspired philosophy believes that the child's development is enhanced by a sense of community in which parents, teachers and other parents/community members join together to nurture the best interests and needs of the child. We ask that parents be prepared to be attentive to all the children and play an active role in the program. Please save phone calls, texts, or emails until after class.

To maintain our adult children ratios for safety and as outlined by AB Human Services, parents are asked to plan alternate care for any siblings when they are Parent Helper, and not bring them to class. Our apologies for any inconvenience, and many thanks for your understanding.

Each Parent Helper is required to do a Criminal Record check. If anything changes with your Criminal Record, please notify the ACES administration immediately.

Nature Walks/Outdoor Time

Exploring and being in nature are important components of our Alpenglow Early Childhood Program. In general the program will operate in its regular outdoor rhythm unless the temperature is below -12C with a wind chill. Rainy or snowy conditions are deemed appropriate to be outdoors as children especially love to explore and experience these conditions, so please be sure to send your child dressed for these conditions as well. The teacher will make the final call as to whether or not the program spends time outdoors with the sole safety and comfort of the children in mind. The Teacher and Parent Helper will accompany the children on all walks and outdoor time. Common locations which are visited include: NWMP Barrack Park, Policeman's Creek & Boardwalk, Spring Creek, the Civic Centre Friendship Park, and the 'Fairy Forest' (across from the Sugar Pine Quilting Store).

Clothing & Dressing for the Season

Warmth is of greatest importance to the healthy development of the child. Please have your child wear practical, simple clothing that they can easily move in and can potentially do painting or 'messy' activities. The children will go outside daily, and therefore, will always need proper outdoor clothing for the season. Your child will have more fun and be better able to participate fully if they are dressed well for the weather. Some suggestions are listed below and layered clothing is suggested for all weather conditions.

Hot Weather: sun hat, sunglasses, light material clothing, and sturdy shoes (no open toes sandals). Please apply sunscreen on your child/ren before class starts.

Cold Weather: warm winter jacket, snow pants, fleece/wool sweater, long underwear, toque, mittens, scarf, winter boots, extra pair of winter socks, extra pair of mittens

Wet Weather: rain pants, rain coat, hat, rubber boots, extra change of clothes, extra pair of socks

Please ensure all items, especially outdoor clothing and footwear, are clearly labeled with permanent marker or tags.

Please ensure your child wears seasonally appropriate outdoor wear to class, and has a change of clothing in his/her backpack.

Parking & Church Property

At certain times of the year parking is available in the parking lot at the south side of the church. Please note that by the May long weekend parking is not available in this parking lot. Street parking is available. Please be aware of all parking signs and time restrictions as street parking is often only for two hours. At all times,

parking at the rear of the church (in the alley) is reserved for teaching staff, other programs and church administration.

The church is a shared space with others as programs are often lead downstairs at the same time as the Alpenglow Early Childhood programs. Please respect the privacy of other groups and ensure soft voices are used when on the main floor or in the bathroom of the Church. In addition, please respect the privacy of the neighbours and ensure that your child/ren uses a quieter voice while in the church back yard and does not climb on the shared fence.

Snacks (P&P- HP110)

All our programs share a healthy snack together at the table with a blessing, thank you song and good table manners. Morning snacks are shared around 10:00-10:50am, and afternoon snacks are shared around 2:00-2:45pm. Water in cups or the children's own water bottles will be used - no juice will be given. Allergen-free snacks (baked or prepared in the church kitchen) will provided each class. Refined processed sugar will not be used in our classroom cooking or baking. We ask that each child bring a piece of fresh, pre-washed, pre-cut vegetable or fruit to share with the group each class. Please not that for grapes or any other grape sized fruit, we do ask that they are cut lengthwise to prevent any choking hazards.

The main floor of the Ralph Connor Memorial United Church has a food handling permit that is valid for the Alpenglow programs.

Allergies

Please let your child's teacher know as soon as possible of any food allergies. A list of children (and their picture) with serious allergies will be posted in the classroom.

Celebrations & Festivals

Seasonal celebrations are acknowledged through stories and activities, and are an important rhythm to our year. Many celebrations will happen during our program time while some may be outside of program hours. The community festivals will be planned for evenings or weekends so that all families can join. Our main festivals include: The Lantern Walk in November, Winterfest in December and Springfest in late May. Details of family and community festivals will be available in advance through the monthly Alpenglow e-newsletter.

Birthdays

Birthdays are very special for the children and each child's birthday will be celebrated with a birthday story and hand-made candle as close to the child's birthday as possible. Children with birthdays in July will be celebrated in June, and August birthdays in early September or at their 1/2 birthday. The birthday story will be shared with families in advance, and any story changes are welcome. Parents are invited to attend for your child's birthday celebration. Please do not bring gifts as our emphasis is on the special story of each child.

Toys

The Waldorf-inspired toys used in the classroom nourish the senses with their natural materials, behold beauty of our natural world, inspire imagination and creativity, and are multi-functional. The children play with a wide variety of toys made from natural materials, such as wooden toys and blocks, silks, and handmade toys and dolls, as well as treasures from nature, such as cones, stones, shells, and sand. We encourage the children to enjoy the toys in the classroom together, and save their home toys to enjoy at home.

Media

As our Early Childhood Program is based on Waldorf education and Nature education, we believe that a

central aim of our program is to stimulate the healthy development of the child's own imagination. Research indicates that electronic media can hamper the development of the child's imagination. In addition, there is the awareness of the physical effects of the medium on the developing child, as well as the content of much of the programming. Please consider for your family what type of media and content you wish your child/ren to be viewing and consider not using media on days that your child has an Alpenglw Early Childhood program.

Please note that the Alpenglw Early Childhood Program is a media free space. Electronic media and devices are not used as teaching tools in the program.

Parent Education

Parent education on child development and topics of interest and concerns will be shared throughout the year. Suggestions are always welcome. Please share them with your child's teacher.

Health Protocols

All employees of The Alpenglw Community Education Society (ACES) will be familiar with the proper procedures for handling child illness or injury to ensure an appropriate level of care for all children. Please note that staff members can only supply health care in the nature of their First Aid Training. In addition, the primary staff member with Standard First Aid Training, an Alpenglw teacher, must provide any required first aid care. If a child requires health care or regular ongoing health care (not of first aid definition), it must be provided by the parent.

Registration forms include a section for parents to consent to Alpenglw teachers administering First Aid to their child/ren if required.

Administering Medication (P&P- HP103)

Please notify your teacher if your child has any medical issues or is on any kind of medication. The Alpenglw teachers cannot administer medication, except for an Epipen or inhaler to a child as a life-saving treatment. If your child requires an Epipen or inhaler, please notify your teacher and provide an Epipen with clearly marked instructions. Medication must be in the original packaging with original labels. Parent consent is needed for administering of medication. Backpacks containing an Epipen or inhaler will be kept on the hallway hook marked with a white on green first aid cross.

Communicable Disease (P&P- HP104)

Please ensure that your child stays at home if she/he poses a health risk to other children or the teacher. The most comforting place where a child can be properly nursed through an illness is at home. If your child has any of the following, please keep your child at home until she/he is symptom free for at least 24 hours:

- has a fever, deep productive cough, runny nose (green mucus indicates infection), watery eyes, sore throat, diarrhea, a new unexplained rash, any infectious condition (e.g. pink eye) or has been vomiting prior to the school day;
- headache and stiff neck, or any complaints of unexplained or undiagnosed pain;
- requires greater attention than can be provided without compromising the care of other children in the program;
- displays any other illness or symptom the staff member knows or believes may indicate that a child poses a health risk to other children or employees.
- has a known or suspected communicable disease;

If a child is displaying symptoms of illness, the Alpenglow teacher will make the child feel as comfortable as possible and segregate child (using standard illness procedure), and notify parent to come pick the child up as soon as possible.

A child may return to the Program if the child's parent provides a written notice from a physician indicating that the child does not pose a health risk or if the license holder/provider is satisfied that a child no longer poses a health risk to other children or employees.

Incident Reporting (P&P- HP105)

If an Alpenglow teacher is faced with an incident, she/he will first do whatever necessary to ensure the safety of children, families, staff or volunteers involved. Teachers will use their best judgment to respond effectively in the emergency situation, including contacting emergency or specialized resources as necessary. All ECP teachers are aware of standard safety procedures & protocols.

An incident will be reported to AB Human Services immediately and an Incident Report will be completed.

Emergency Evacuation Procedures (P&P- ERS101)

In any type of emergency situation on site, the physical safety of the children and families is of primary concern. When an alarm sounds or emergency evacuation of the building is required, the responsibility for the Alpenglow ECP children and families lays with ACES employees.

In the case of an evacuation, the teacher and parents shall evacuate the children to the church yard by meeting place sign (back gate). The Parent Helper will lead the children out of the classroom and the teacher shall come last. If the church yard is not safe, the children will be taken to the Northwest Mounted Police/ Barracks Park (at the water pump). If it is too cold to remain outside, the children will be taken to the Town Civic Centre. All families will be notified as immediate as possible of the emergency evacuation, whereabouts and safety of their children.

The class contact list is used to call or text parents directly with updates and how to meet up with their children.

Low-key emergency evacuation procedures (leaving the classroom together- use of a gentle bell) are practised on a regular basis. The process involves the ringing of a gentle bell, lining up together and going to the meeting place.

Program Closure (P&P- ER103)

The Alpenglow Early Childhood Program will be closed in situations where severe weather or damage to the school program site may cause danger to children and/or staff. Please listen to 106.5 Mountain FM for details. The ACES Council will directly notify families of program closures or class cancellations by call or text.

Reporting Child Abuse and Neglect (P&P- CP101)

Teachers of the Alpenglow Community Education Society (ACES) will identify and report child abuse and neglect in accordance with The Alberta Child, Youth and Family Enhancement Act.

Please note that any person who has reasonable and probable grounds to believe a child is in need of protective services, is legally required to report the matter to a Child Welfare office. The Child, Youth and Family Enhancement Act prescribes penalties for those who fail to report such situations, and provides

protection from legal action against a person making a report unless the reporting “is done maliciously or without reasonable and probable grounds for the belief.”

Smoking & Alcohol Prohibited (P&P- HP108 + HP109)

All persons are prohibited from smoking or drinking alcohol when they are participating in the Alpenglow Early Childhood Programs and caring for the Alpenglow children. This prohibition applies to all class program times and events, including when on nature walks and field trips or at planned ACES festival or events.

Parent Feedback (P&P- HP104)

The Alpenglow Community Education Society (ACES) believes in establishing a fair, equitable, accessible and structured process to receive, investigate, respond to and document the outcomes of parent feedback.

Parents are encouraged to communicate any feedback or issues directly with their child’s teacher. However, there is also a feedback box in the hallway with Parent Feedback Forms for parents to provide anonymous comment on any issues or concerns. The ACES Council Vice President will regularly monitor the Feedback box and can be contacted directly at vicepresident@alpenglowschool.ca.

There is also a Parent Grievance Policy to help families effectively resolve conflicts with ACES employees. Please refer to the ECP Policies & Procedures for more details. A positive approach to solving problems will allow ACES to resolve conflict in a climate of mutual support and cooperation.

There is a year-end Parent Survey, which parents can encouraged to complete and provide feedback, anonymously if preferred. The ECP Committee reviews all of the Parent Surveys to help make program decisions and implement program changes.

Program Schedule

The ‘Schedule & Fees’ document will be provided to parents in advance of program commencement. Current class days and times are indicated on this document. It will also be listed on the Alpenglow website and ECP bulletin board.

Program Fees & Fee Payment Policies (P&P- FP101)

The Alpenglow website and ECP bulletin board have the most up-to-date ‘Schedule & Fees’ document. Program fees are indicated on this document. Program Fees are paid as a \$100.00 deposit with registration, and two cheque payment dates of September 1st and February 1st for the remaining program fee amount. Program fees can also be paid in full or in instalments by credit card during online registration.

As we do not wish program fees or the fee payment schedule to be a concern or issue for any family, please contact us at info@alpenglowschool.ca to organize a preferred program fee plan if needed.

Program fees are paid by cheque to “ACES”, and tax receipts are issued by the end of February. Any NSF cheques will be charged an Administration fee of \$20.00. For current policies on Fee Payments, please refer to the ECP Policies & Procedures.

Membership Fee (P&P- FP101)

There is a \$50.00 membership fee per family as per ACES Bylaws. The membership fee will be set annually at the AGM upon recommendation from the ACES Council, and approved by the membership with a vote. The membership fee helps to cover ACES administration, online registration system, Council insurance, advertising programs & events, and accounting & bookkeeping.

Subsidies (P&P- FP102)

The Alpenglow Early Childhood Program is a licensed Pre-school with AB Human Services, and therefore, parents can apply online with the Government of Alberta for a subsidy for our 3+ and 4+ yr old programs. The website link with guidelines and criteria is <http://humanservices.alberta.ca/financial-support/15669.html>. Please note that there is, unfortunately, no fee assistance available from the ACES Council.

Cancellations and Refund (P&P- FP103)

Please notify the ACES Administrative Assistant at info@alpenglowschool.ca if you are withdrawing your child/children from an Early Childhood program. The Administrative Assistant will complete the cancellation procedure and calculate any applicable refunds.

The following program refund policies are documented in the ACES Policy & Procedures:

- Program fees will be fully refunded if notice of child/family withdrawal is received two weeks prior to the start of the program.
- Program fees will be fully refunded if the program is cancelled by ACES.
- Program fees are refundable in the case of medical reasons or re-location at the discretion of ACES.
- Program Fee refunds will be prorated.

Please note that the registration deposit and the membership fee are non-refundable.

Volunteer Hours- ACES (P&P- VP101)

Please note that Parent Helper time in the classroom is considered a valuable connection for parent and child and is not part of the volunteer time that ACES asks families to contribute to the Society.

Many hands make light work, and there is much work to be done. Volunteer work is essential to nurturing and growing our flourishing Alpenglow Early Childhood Program. Parents volunteers assist in many ways, which may include festivals, special class projects, crafting, professional services (such as legal, marketing, IT), fundraising, committee work and classroom & maintenance. Volunteering not only enriches our children's education, but it also nurtures and strengthens our community. There is an online volunteer system for signing up for volunteer tasks. It includes tasks, date & time, and number of volunteer hours received.

A volunteer deposit and specific yearly volunteer hours are required per family for ECP:

- 1 day a week program has a \$100 volunteer deposit with 6 hours of volunteering
- 2 or 3 days a week program has a \$200 volunteer deposit with 12 hours of volunteering

If a family has two or more children in the Early Childhood Program, there are combined family volunteer hours. If a family has more than one child in a one day a week program, 8 hours of volunteering and \$200 volunteer deposit are required. If a family has more than one child in a two days a week program, 15 hours of volunteering and \$375 volunteer deposit are required.

Updates on completed volunteer hours will be made in January and late Spring. It is the family's responsibility to ensure hours are completed. Volunteer deposits are only deposited late June if volunteer hours are not completed by the end of the program year. Volunteer deposit cheques are returned late June if hours are completed.

It is requested that each family sign up for a festival shift for Winterfest or Springfest per year.

Fundraising (P&P- FP105)

The ACES Council wishes to keep the Early Childhood program fees affordable and comparable to other programs in the Bow Valley and other programs of similar approaches. As Preschools receive no provincial or federal funding, the ACES Council requires fundraising dollars to operate, and greatly appreciates families participation as best as they can in fundraising efforts.

All families are asked to be involved monthly in the Grocery Card Fundraiser, one of ACES's key fundraisers, by purchasing grocery cards for either Save-on Foods or Safeway. Order forms with instructions for post-dated cheques and amount options will be available early September. There will be a short turn-around from cheque depositing to receiving them for use. If supporting this fundraising program creates a challenge or burden for your family, please contact ACES Administration at info@alpenglowschool.ca to organize alternate options.

Student Files (P&P- RR101)

ACES maintains Student Files in accordance to AB Human Services guidelines and regulars. Parents may ask to view their own child's files at any time. Please contact your Teacher or ACES Administrative Assistant at info@alpenglowschool.ca.

The Alpenglow Early Childhood Program has a Policies and Procedures manual that the Alpenglow Teachers and Staff follow and adhere to.

The Policies & Procedures manual is available on the Alpenglow website and there is a copy available in the classroom to refer to at any time.