

Boulder Waldorf Kindergarten

Parent Handbook

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## SCHOOL PHILOSOPHY

The Boulder Waldorf Kindergarten began in 1999, with the objective of providing a nurturing, supportive place for children to grow, unfold, and learn. The goals of the Boulder Waldorf Kindergarten are to encourage each child's lifelong love of learning, to foster the child's keen interest in all that he or she encounters, and to inspire the child's reverence for all humanity and the world of nature. We at BWK value the gifts that each child brings to the earth and we base our education on the understanding that the child learns best through emulating the healthy work of adults. By engaging every aspect of the child's being, we support the developmental stages necessary for positive thinking, nurturing feelings and purpose-filled willing. With this in mind, we strive to offer an environment, which supports and nourishes all areas of your child's development.

Nature's rhythms and the celebration of seasonal festivals provide the framework for the flow of activities in the Kindergarten. In a loving environment, the teacher and children engage in practical and artistic activities. The child has many opportunities to develop his or her sensory, imaginative, and imitative powers through activities such as painting, drawing, beeswax modeling, eurythmy, baking, sewing and outdoor exploration. Our program also emphasizes stories, songs, puppetry and circle games that mirror the yearly cycle. Carefully chosen playthings, made of natural materials inspire great inner activity for the child's creative play.

This handbook is intended to explain our policies and answer many questions that parents will have. We hope it will be a living document that will change and grow as we do. Please feel free to offer any suggestions, additions or corrections so that we can continue to serve our community.

### **WHO IS RUDOLF STEINER?**

Rudolf Steiner was born on February 27, 1861, in Kraljivic near the border of what was then Austria and Hungary. Even as a young man, he was very conscious of the reality of an inner life, of what he called "*a soul space in man*". Although his principal course in university was Science, he had a keen interest in Philosophy and was well versed in the Arts and Literature. When he was 23 years old, he edited Goethe's scientific works and later, at 29, worked at the Goethe archives on the scientific portion of another edition. His elucidation of Goethe's *Theory of Color* was to influence profoundly the works of the artist Kandinsky. Steiner also edited the works of Schopenhauer, and was involved with the Nietzsche Archives. He received a Ph.D. for the elaboration of his own philosophy in *Truth and Science* and went on to write *The Philosophy of Freedom*.

*"It is essential that we develop an art of education which will lead us out of the social chaos into which we have fallen. The only way out of this social chaos is to bring spirituality into the souls of men through education, so that out of the spirit itself men may find the way to progress and the further evolution of civilization."*

*-Rudolf Steiner*

Rudolf Steiner was a leading, if controversial, figure in the cultural life of central Europe. In 1902, he became the leader of the German chapter of the Theosophical Society, whose basic tenets were that human beings have an eternal spiritual essence and that the aim of our evolution, which takes place over many incarnations, is the discovery of this divine nature. Steiner broke with the Theosophical Society in 1909. Lecturing and writing on a variety of topics, including philosophy, religion, history, and art, he soon attracted a large, international, and sophisticated following.

In 1919 Waldorf-Astoria cigarette company owner Emil Molt asked Steiner to design a school that would educate human beings to be able to create a peaceful and just society. Steiner saw an opportunity to design a system of education that would meet the spiritual needs of human beings and be a model for education in a new epoch of history. In the autumn of that year the first "Waldorf" school opened in Stuttgart with eight teachers and 175 pupils, mostly the children of Molt's employees. The curriculum included activities for the hands, body, and heart as well as the head, and it contained a strong moral and spiritual element. The school's explicit purpose was to create free, creative, independent, moral, happy human beings.

## SCHOOL POLICIES

### **ABSENCE**

If your child will be absent from school, please contact the school office before 8:30am. If appropriate, please inform the school of the reason for your child's absence. If your child is ill, please let us know of the nature of the illness, especially if he/she has a highly infectious illness.

### **ADMISSION**

In our toddler program, we admit children between the ages 12 and 36 months who have learned to walk on their own. For our kindergarten program, we admit children between the ages of 2 1/2 and 6 years. We currently have three mixed-age Kindergarten classes (Lavenders, Cherry Blossoms and Violets) and one Toddler class (Buttercups). Parents interested in the Boulder Waldorf Kindergarten are welcome to visit the school by pre-arranged appointment or sign up for one of our tours. They may then fill out an application and schedule a pre-admission interview. BWK welcomes inquiries and admits students of any race, color, creed, national, and ethnic origin. It does not discriminate on the basis of these factors in the admission and tuition policies. Acceptance may be based on such factors as the child's physical and social readiness and the parents' willingness to work with the principles of Waldorf education.

New children are subject to a trial period following their classroom start time. In a rare occasion, it may be determined that the child is not ready for the situation, or that BWK is unable to meet the child's needs. If that is the case within the child's first 30 calendar days of enrollment and following a minimum of 14 calendar days of attendance, the child will be withdrawn/dismissed and the parents will be released from all future financial commitments. The total tuition obligation will be the pro-rated tuition based on the child's total days of enrollment.

Before a child is admitted, the school must have the following:

- signed enrollment contract
- all current tuition and fees paid
- completed Registration Forms
- current immunization record and medical records up to date

Your child's weekly schedule cannot be guaranteed until the admission process is complete and all the above requirements are met.

### **ALLERGIES & HEALTH ISSUES**

Because we do so much cooking in our program, it is critical for us to stay in communication if your child has allergies, especially as he or she starts incorporating foods that were once avoided (e.g., they previously could have no dairy, but now they can eat foods baked with butter). This communication can make a big difference to what we can cook, so please keep us informed.

All Faculty are provided a list of children with allergies and food restrictions at the beginning of each year. If your child has an allergy or restriction, please let the office know right away: [office@boulderwaldorf.com](mailto:office@boulderwaldorf.com). Teachers will contact families to discuss alternatives.

### **ARRIVAL AND DISMISSAL**

In preserving the integrity of the "Kindergarten mood," we ask that morning transition be unrushed and calm. Please bring your child to the Lead Teacher so that she may greet him/her. If your child is having a difficult morning, it is best for drop-off's to be short and sweet and you may hand your child to the Lead Teacher and say 'goodbye'. This process helps to ease the transition and shorten the duration of tears. Please rest assured that you will be called if your child does not recover within 5 or 10 minutes.

If you need to speak with your child's Teacher about an important matter that requires more than a moment or two, please leave a message in the office or call/email the Teacher. Of course there are always exceptions such as needing to communicate about medication or a difficult start to the morning - for those type of issues, please feel free to let the Teacher know at drop-off.

We ask that you bring your child on time every day as this helps maintain their rhythm and provides a consistent routine that they can expect. If you do arrive late and the classroom door is closed, the class may be in circle or story. Please be

familiar with the classroom rhythm so as not to interrupt during this time. Please kindly wait outside until circle or story are done. Also, if you arrive late and we have left for our morning walk, please wait in the yard with your child or come to meet us on our walk.

If your child is unable to attend the morning program on any given day, please make arrangements for them to stay home for the remainder of the day and do not send them only for Star Flower (our afternoon program). The transition is too disruptive for the children.

In order to prevent disruption of the classroom environment, we discourage you from picking up your child early from the Star Flower Class. If your child needs to be picked up before 3:00pm on special occasion from our Star Flower Class, please arrange directly with the Lead Teacher.

Times of arrival and dismissal must be recorded for all children by the child's parent or other authorized party on the sign-in sheets provided at each classroom.

If a child is to be released to someone other than the parents, the school must receive written authorization in advance. If written authorization has not been received, your child will not be released until we can reach you to confirm.

### **BEHAVIORAL ISSUES**

Our staff are trained and committed to identifying the social, emotional and developmental needs of each child. However, there are times when children may need additional care that our staff are not able to provide. If we feel that your child's behavior is reaching a level that we are unable to address or that your child's behavior endangers the safety of the other children, we will notify the parent or caregiver and request a parent teacher meeting. During the meeting, we will agree upon a plan of action to better accommodate your child and the safety of others which *may* include a temporary suspension from the program.

Please refer to our Discipline Policy or speak with your child's teacher for more information regarding the steps that are taken by our staff to work with children who are displaying challenging behavior.

If we do not see progress in your child's behavior within a reasonable timeframe, we will discuss if we are the best persons to be caring for your child. It is only as a very last resort that we would ask you to remove your child from our care.

### **CALENDAR**

Our calendar can be found on our website, [www.boulderwaldorf.com](http://www.boulderwaldorf.com).

### **CELL PHONES**

BWK has a no cell phone use policy including on the grounds and in the building (other than in the office). The policy is intended to promote a calming atmosphere around the children and to reduce ambient electromagnetic radiation. Teachers will, however, make a habit of carrying a cell phone during their morning walks, when possible, should a teacher need to make an emergency call during a walk.

### **CHILDCARE LICENSE**

Boulder Waldorf Kindergarten is licensed under the Colorado Department of Human Services, Division of Child Care Services. If you have a need to file a complaint about this facility, you may contact: Colorado Department of Human Services, Division of Early Care and Learning, 1575 Sherman Street, Denver, Colorado 80203-1714 or call 303-866-3755.

### **CLASS PARENTS**

Each classroom has a Class Parent to coordinate class specific activities. Some of the things a Class Parent may be asked to do include:

- Provide teacher support by facilitating communication between parents and the teacher about classroom business,
- Coordinate volunteer recruitment for class activities such as finding chaperones for our walking field trips or helping to organize a class party,
- Coordinate seasonal greenery/flowers for the classroom,
- Coordinate special classroom events,
- Coordinate snacks and clean-up for Parent Evenings,
- Welcome new families in the class via phone call/email.

## **COMMUNICATION**

Healthy, direct communication is a cornerstone for creating a strong home–school connection. It is key for maintaining a healthy community. As such, parents are encouraged to be forthright and proactive with any thoughts, concerns, or questions that may arise throughout the year. Teachers are available to speak or meet with you to keep an open, clear line of communication flowing.

It is very much appreciated that any behaviors/changes at home which may affect your child are brought to the Lead Teacher. The information allows the Faculty to provide the proper support throughout the day and to bring healing energy to them during the Teacher’s evening meditations.

If you have something important or unusual to communicate to the Teacher in the mornings, please feel free to do so at drop off time.

You may contact the office during the day if you have an important matter to communicate, such as a late pick up. Someone will be in the office during the day to answer the phone; voicemail will be checked throughout the day in case calls were missed.

School emails and class emails are sent out directly from the School Director. If you need to communicate with all the parents in your child’s class, please send a draft of the email to the School Director at [office@boulderwaldorf.com](mailto:office@boulderwaldorf.com) who will send it on your behalf.

### Regular School-wide Communications

#### *Classroom Emails from the Teacher*

Each Lead Teacher will send out a monthly email to the class community with information specific to the classroom such as upcoming birthdays, celebrations, new verses/songs that will be introduced as well as a glimpse into the previous month.

#### *Community Notes*

BWK Community Notes is a place for past and present family and friends of Boulder Waldorf Kindergarten to connect and share information that benefits and enriches those in our community. Community Notes are emailed monthly at the beginning of the month. Submissions are due no later than the 10th of each month and are subject to editing and approval. Please submit your info to: [notes@boulderwaldorf.com](mailto:notes@boulderwaldorf.com). All newly enrolled families are included in the group. You may unsubscribe at any time.

## **CONCERNS AND LEADERSHIP**

Like most Waldorf schools, our faculty is very involved in decisions regarding school and classroom issues. Thus, if you have a concern that involves a classroom issue or a teacher, please bring that concern directly to the teacher. You may email or call the teacher to set up a time to speak. That teacher may ask for another faculty member to sit in on the meeting. If you feel that something is still unresolved after you have spoken your concerns directly to the teachers and had a conversation with the parties involved, then you may contact our School Director, who will help guide the next steps of the conflict resolution process which may involve further discussions with faculty or a meeting with parents.

## **DIAPERING AND TOILET TRAINING**

For children who are in diapers, parents are asked to provide an on-going supply of disposable diapers and wipes, that are clearly marked with your child’s name. Please do not send cloth diapers. Children’s diapers will be checked at least every two hours. Diapers are changed as soon as a teacher becomes aware that the diaper is wet or soiled.

Teachers will change diapers or soiled underwear in the designated changing areas in the classroom. Soiled diapers are disposed into containers with a lid that opens and closes tightly via a hands-free mechanism (i.e., a step can). Containers are kept closed and are not accessible to children. Soiled clothing is immediately placed in a plastic bag (without rinsing) and put in the child’s cubby to be taken home that day.

In our Kindergarten classes, we encourage families to fully toilet train children before beginning in the classroom. Per licensing regulations, we will not attempt to toilet train children until they are able to verbalize or otherwise indicate their need and until they can help manage their own clothing. We understand that “accidents” happen and provide safe and sanitary facilities for changing clothes. We ask that parents provide a couple of extra changes of clean clothing each day.

We work with the children that are toilet trained by encouraging the use of the toilet at frequent intervals during the day and praising successes.

### **DISCIPLINE**

We expect students to behave in a respectful way toward their teachers, classmates, and the property of others. Students will be approached in a loving manner and guided to comply with the standards of conduct. If the behavior continues, we will request a conversation with the teachers and parents. When necessary, we will consult an early childhood mental health consultant or other specialist. The philosophy on discipline emphasizes the positive approach, in which the student is gradually led toward an experience of self-discipline. No one in the school may use corporal or other harsh punishment, including but not limited to pinching, shaking, punching, rough handling, hair pulling or any humiliating or frightening method of discipline to control the actions of any child or group of children.

### **DRESSING FOR THE WEATHER**

As we spend much time outside everyday (rain, snow, or shine), it is important that your child be appropriately dressed for the weather. With the changeable Colorado climate, please dress your child with two layers of clothing (not including jacket), as it ensures proper protection with warm hands and feet, especially during the cold weather. Please, no sleeveless tops or bare midriffs. Socks should be worn everyday.

### **EARLY DROP-OFFS AND LATE PICK-UPS**

The school day begins at 8:30am. If you arrive prior to this time, please be aware that teachers will not yet be ready to receive children. You are responsible for supervising your child until 8:30am after which time you may sign in your child, connect with your child's teacher for drop-off, and then leave.

The morning session ends at 12:30pm. Teachers have afternoon meetings and other school obligations; therefore, it is imperative that you are on time. Children not picked up by 12:35pm may be brought to the office with a faculty member or may be taken to the After Care program, and families will be charged \$1.00 per minute past 12:30pm. A \$5.00 lunch preparation fee will be charged if we need to provide lunch for your child. As always, if there is an emergency, please notify the office so we can best accommodate you.

Anyone picking up after the school's closing time of 4:00pm will also be charged \$1.00 per MINUTE late penalty. BWK will then give this payment to the teacher for the inconvenience of staying late.

### **EMERGENCY SITUATIONS**

#### Fire Plans

Fire evacuation routes are posted in every building.

Unannounced fire drills are practiced in accordance with local law. During a fire drill, all students and staff will evacuate the building. Teachers will initiate a roll call and report the number of children present to the Administrative Staff. The Administrative Staff will indicate when the drill is complete and re-entry to the building may occur.

In the case of an actual fire, a member of the Administrative Staff will determine if a campus evacuation is necessary. The following procedures will be implemented in the case of an actual fire:

- 1) The fire alarm will be triggered.
- 2) Everyone in the building will quietly and immediately evacuate the building, and proceed to the designated area on the Evacuation Route.
- 3) If threat is not imminent, one staff or faculty member will sweep building, checking bathrooms, closing all doors and windows.
- 4) Teachers will initiate a roll call after children are safely in place in designated safe zones. Teachers will tell Administrative Staff the number of students under their supervision. Administrative Staff will record the number of students and adults who evacuated. If any child or adult is not accounted for, an immediate search of the campus will begin by the Administrative Staff. Fire Department officials will immediately be notified and will check the buildings. No one may re-enter the buildings.
- 5) Utility companies will be notified of a break or suspected break in lines which might present an additional hazard.

- 6) Fire Department officials will declare the area safe before allowing students/staff to return to the building.

#### Tornadoes

In the event of a tornado watch (no funnel clouds have been sighted, but weather conditions exist that are conducive to their formation), all Faculty and Staff will be notified. All children will come inside to their classroom. The teacher will close the windows and blinds. When the threat is removed, a member of the Administrative Staff will notify Teachers that normal activities may resume.

In the event of a tornado warning (a funnel cloud has been sighted or indicated on radar), the following process will occur:

- 1) A member of the Administrative Staff will notify all Teachers.
- 2) All children will be brought inside.
- 3) All children and staff will gather in the interior of the building or a nearby bathroom. Teachers will instruct children to assume the “drop and tuck” position.
- 4) Gas supply valve will be shut off.
- 5) Teachers will take a roster to the evacuation area and will account for all students.
- 6) A member of the Administrative Staff will notify Teachers when the threat is removed. Normal activities will resume.

#### Missing Child

If a child is missing, a member of the Faculty will calmly perform the following process:

- 1) Check the attendance list and sign-in/sign-out sheet.
- 2) Perform a thorough search of the building and grounds.
- 3) Call the parents.
- 4) Call 911 and continue searching.

While these activities are occurring, other teachers will continue to ensure the safety and supervision of all other children.

#### **ESSENTIAL AND NON-ESSENTIAL ITEMS FOR YOUR CHILD**

1. Extra clothing, (a complete set including underwear and socks) labeled with your child’s name in the provided cloth bag in the cubby room.  
Please also include warm clothes like a sweater and long pants.
2. Winter hat
3. Sun hat
4. Playground shoes (and boots for wet and muddy weather) please, no loose sandals as they are not sturdy or supportive enough for running and tree climbing.
5. Simple slippers or slip on shoes with backs to cover their heels and support their feet (inside shoes) that your child is able to put on him/herself. Please no media characters.

It is important that these items as well as the clothing your children wear to school be free from cartoons and caricatures, especially those depicting popular movies and commercially advertised products. Shoes with blinking lights are very distracting to the children (and the teachers) and we request that the children not wear them to school. Please remind the children to leave their jewelry as well as toys at home. This will prevent them from becoming lost or broken as well as eliminate disruptions.

Please leave all toys, books, snacks and other playthings at home, unless your child’s Teacher has indicated otherwise. Some children need a favorite stuffed animal or lovie to smooth the transition from home to school. Also, any jewelry, candy, gum, coins, money are best left at home; also, sunglasses, unless your child has a particular eye condition and they need them. This prevents things from becoming lost or broken and eliminates disruptions in the classroom.

We want to encourage healthy, creative, and imaginative play. Please do not bring items or clothing with media characters on them as this distracts all of the children from the natural development of their own creativity.

## **HEALTH EVALUATION & IMMUNIZATION FORMS**

We are required by law to have current (within the last 12 months) health evaluation and immunization forms on file for every child. Please have these forms completed and returned to the office before the first day of school. **Your child cannot legally attend until these forms are turned in.**

## **HOME VISITS**

It is customary in Waldorf schools to invite the teacher to the home. Home visits are especially important with the Preschool/Kindergarten children and are encouraged. The teacher is able to have an image of each child in his/her own environment with the parents, siblings, and pets. The children usually love to share their home with the teacher. It is best if the home visits are done near the beginning of the school year. This is a fun time to have tea and look at pictures and hear family stories. Please contact the teacher to arrange for a visit.

## **HOURS OF OPERATION**

Our morning program is 8:30am to 12:30pm. The After Care program is 12:30pm until 4:00pm.

## **IDENTIFICATION OF CHILDREN IN CARE**

Teachers verify attendance (name-to-face head count) following all transitions. During extended outdoor time and indoor play time, teachers conduct a head count every half hour to identify where children are. The classroom teachers ensure that each parent or legal guardian signs in their child upon arrival and signs out their child upon leaving the classroom daily.

Prior to the transition from morning to afternoon program, the afternoon teachers confirm their daily attendance based on absences. The afternoon children are counted prior to coming inside and once the group has arrived in the afternoon classroom.

## **IDLING CAR POLICY**

Cars left idling result in dangerous carbon emissions and poor air quality in the vicinity. We ask that you turn off your car if you park it in any BWK parking lot, so we can minimize this issue near our school children.

## **ILLNESS**

Please keep children home when they are sick! We are in close physical contact with one another in our program, and colds and stomach bugs can travel around very quickly. Children should stay at home when ill and should remain at home for 24 hours after a fever breaks or after diarrhea and vomiting cease.

If your child gets a communicable disease, please let the office know. We are required by law to inform our community about any outbreaks of communicable diseases such as measles, chicken pox, strep throat. You will receive these communications via email with the subject line "Illness Alert". Children's names are never used in our Illness Alerts.

## **INCLEMENT WEATHER**

During times of extreme heat or extreme cold, we follow the guidelines published in the Child Care Weather Watch with guidance from the National Weather Service when determining if we will play outside. For a copy of these guidelines, please check with a member of the Administrative Staff.

During excessively hot weather, we will ensure the children's comfort by providing shade, wading pools and lots of water to drink. We encourage children to keep sunhats on to protect them from the sun.

## **MEDIA**

The school asks parents to work towards the elimination of media influences from the young child's life. We have found that media interferes significantly with the experiences to be gained in our program. It can negatively impact the child's ability to engage in healthy, creative, imaginative play and can decrease attentiveness in group settings. It also can profoundly affect the rest of the class, as well. We are happy to share current research and parenting articles, or brainstorm ideas with parents to help support changes in reducing media and integrating other forms of activities into family life.

## **MEDICATION**

We are only able to administer medication with a written prescription from a physician. This includes homeopathic remedies, herbs and flower essences. All medication must be in the original container bearing the original pharmacy label which shows the prescription number, name of medication, date filled, physician's name, child's name, and directions for

dosage. Records of all medications dispensed will be maintained in the medical log and medication will be stored out of reach of children and according to appropriate storage type as indicated on the package.

### **PARENT NIGHTS**

One of the main principles of Waldorf education that is at the heart of BWK, is to foster a sense of community which extends to the world at large. We are all working together to provide the best beginning for young children while supporting our parent body through education and enrichment.

In that spirit, Parent Nights are offered up to four times per year. These evenings are an opportunity for you to deepen your understanding of your child's school life, learn more about Waldorf Education and meet other parents in community and collaboration. While we enjoy crafting these meetings around the rhythm of our year, we warmly invite suggestions of topics that are living and of interest in our community. Please feel free to share your ideas with your class teacher.

*\*\*Attendance is mandatory at a minimum of two Parent Nights each year to make our time together as enriching as possible.*

### **PARENT/TEACHER CONFERENCES**

Parent/Teacher conferences occur during November. Your child's teacher will provide a sign up sheet in early November for days and times available for these conferences. At the Parent/Teacher conference, your child's behavior, progress, and social and physical needs will be discussed. You will also have the opportunity to ask any questions of your child's teacher. Beyond that conference, teacher and parent conversations are available by appointment. If you desire another conference at any time during the year, please see your child's teacher to schedule an appointment.

### **PET POLICY**

We respectfully ask that you leave your dog and other pets at home when coming to BWK. Please, no dogs on the BWK grounds, or left outside the fenced areas, leashed or unleashed. It can cause too much confusion or excitement when unfamiliar animals are present (even outside the fences), and the presence of other animals can be upsetting for our farm animals, especially the goats and our chickens who often free-range in their coop, goat pen and pasture on the eastern border of our facility. In the past, BWK chickens have been chased and bitten by dogs brought here by visitors or parents, before we had our Pet Policy. This is natural behavior for a dog. Please err on the side of caution and leave pets at home. Thank you for your understanding!

### **PLAYGROUND USE**

Families are welcome to use the play yard after pick-up time as long as no other classes are still on the yard. You are responsible for supervising your child on the yard (children are also not allowed in the building alone, so please escort them if they need to use the bathroom). The shed will be locked at pick-up time so that no toys or tools are taken out. If your child uses the bricks or wood blocks, please be sure these are returned to their bins before you depart. Please follow the posted Playground Guidelines when using the space. The toddler yard is off-limits.

### **RHYTHM**

We work purposefully to create a strong rhythm for the children. There is a rhythm to each day with our breathing in and breathing out through the activities of the morning. Each day of the week has its own rhythm centered around the morning snack and activity. Each day we have a blessing before our snack, and a verse to close our day. In celebrating the year's cycle, we work with the seasons and festivals to help us bring and strengthen the rhythm of the year. Children flourish when they are offered a routine, and it is especially wonderful when it also happens at home. There is rhythm all around us, with the sun, moon, planets, and seasons, and the children find rhythm comforting and strengthening. We are happy to provide articles and suggestions on how to incorporate rhythm in your home.

### **SCHEDULE CHANGES**

If you need to change your child's schedule, we require 60 days written notice if the schedule change results in a decrease in tuition. You will be responsible for paying, at the original tuition level, for 2 monthly payments beginning with the 1<sup>st</sup> of the month following the date of written notice for schedule change resulting in a decrease in tuition.

Fees will not be reduced or refunded due to early withdrawal. A \$75 schedule change fee will be assessed.

### **SCHOOL CLOSURES**

In the event that BWK should close due to weather (e.g. winter storms), we will endeavor to announce the closure via email and phone by 7:00am on the same day. When we know ahead of time we will announce the closure the night before. A closure announcement will also be posted on the home page of our web site <http://boulderwaldorf.com> and on our phone system.

### **SCHOOL DIRECTORY AND CLASS PHONE LISTS**

Contact information for parents is provided to the school community via a School Directory and Class Phone Lists. This information is to be kept confidential and to be used for school purposes only.

### **SNACKS**

Tuesday is Vegetable Soup Day in our Kindergarten Classrooms! We ask that each child please bring 1-2 organic vegetables for our yummy vegetable barley soup. If your child attends school on Tuesday, please send the vegetables on Monday if schedules allow so that we can begin preparing our soup.

We also ask that any extra snacks from home be left in the car and not brought to school, unless your child has a specific need. In that case, please let your child's Teacher know about this need.

All Faculty are provided a list of children with allergies and food restrictions at the beginning of each year. If your child has an allergy or restriction, please let the office know right away: [office@boulderwaldorf.com](mailto:office@boulderwaldorf.com). Teachers will contact families to discuss alternatives.

### **SOCIAL MEDIA**

We request that you help us protect the safety of children in our care by using good judgment and discretion online. Please do not post photographs or videos of BWK employees, the children in our care (who are not your own) or their families to your social media site (and any sites that you contribute to) without prior written permission from the employee or family. This includes classroom activities, festivals, etc.

### **TRANSPORTATION**

In the event that one of the classes takes a field trip, all parents will be notified at least one day in advance. Parents will sign a field trip permission form. If transportation is required, then parent volunteers will transport all children from the school in their vehicles. Adult supervisors will ensure that children are safely protected by appropriate car seats or seatbelts at all times. Parent volunteer drivers will have Colorado licenses, will drive safely, carefully, and in accordance with traffic laws. A first aid kit and an adult with CPR training will accompany each excursion. Adult supervisors will be briefed beforehand on emergency procedures and will respond appropriately to any emergencies on the road. Parents will be contacted by the school if any emergencies occur.

### **TUITION AND FEES**

Our current tuition and fees are available by visiting our website at [www.boulderwaldorf.com](http://www.boulderwaldorf.com).

### **VISITOR'S LOG**

All visitors must report to the office and sign in the Visitor's Log. Administrative Staff will then direct the visitor to the appropriate classroom.

### **VOLUNTEERISM**

Parent volunteerism is essential to our overall well being. Parents are encouraged to contact the Administrative Staff to find out about ongoing volunteer needs. Volunteer opportunities are also possible on Parent Work Days. Typically, there are two Parent Work Days per school year and the dates are published in the school calendar.

Each family is expected to provide at least ten hours of volunteer service per school year. A \$150 deposit is required of all families at the beginning of the year. Families will be reimbursed at the end of the school year at \$15/hour for up to ten hours of volunteer service provided. Upon completion of your volunteer hours, please log your hours at [www.trackitforward.com](http://www.trackitforward.com).

### **WITHDRAWAL**

Serving your child is our highest priority and we stand by the quality of our education. If you are dissatisfied for any reason and wish to discontinue attending, you will not be held financially responsible for tuition for the remainder of the school

year. However, we do require that you give 90 days' written notice so that we have time to fill the vacancy. In that situation, parents are responsible for paying tuition at their regular tuition for up to 3 monthly payments on the 1<sup>st</sup> of the month following the date of written notice.

Fees will not be reduced or refunded due to early withdrawal. A \$75 schedule change fee will be assessed.

In addition, in the interest of the growth and learning of the school and staff, we request an exit interview with one of the staff members.

If we are unable to meet your child's needs, you will receive written notification and the opportunity to schedule a conference with the teacher to discuss the circumstances.

#### **THANK YOU**

Thank you very much for your careful consideration and attention to all of the above guidelines and suggestions. Please see your child's Teacher if you have any questions or concerns. When we work together in supporting each other, a healthy social life can live in our kindergarten, and each child can blossom and grow. We look forward to a fruitful and fun year together.

## SAFE CHILD POLICIES AND PROCEDURES

The incidence of child sexual abuse in our country is staggering and unnecessary. Although we have never had any abuse allegations or suspicions at BWK, we feel compelled to provide this formal policy. If parents and teachers are educated on how to identify perpetrators and recognize signs of abuse, we can help keep our children safe!

Please know that it is not our intention to worry or frighten you. We strongly believe it is the adult's job to keep children safe and we never want to instill fear in children. However, we do want to empower children by encouraging simple statements such as "You are the boss of your body", "No one, with the exception of your parents and your doctor is allowed to touch or look at your private parts". Teaching children such strategies minimizes their vulnerability for years to come. Please read the following policy carefully and feel free to let us know if you have any questions, etc.

We strongly recommend that all parents attend Feather Berkower's "Parenting Safe Children" workshop. See her link at [www.parentingsafechildren.com](http://www.parentingsafechildren.com) for more information.

### CHILD ABUSE PREVENTION

The safety of the children in our care is our first priority. Unfortunately childhood sexual abuse is an epidemic in our society today, and we all must do our part to collectively work to eliminate this major problem. All of the faculty at BWK receive training in sexual abuse prevention. Teachers are trained to minimize vulnerability and reduce the risk of abuse of the children in our care. Teachers also receive training in how to recognize potential signs in sexually abused children. All faculty know the warning signs of sexual abuse and know how to respond to disclosures and how to report suspected abuse. At BWK, your child's environment is designed to reduce the likelihood of sexual abuse happening. We have a social climate that will not tolerate the abuse of children.

Some of the procedures in place at BWK include:

- Thorough screenings and criminal background checks are conducted on all employees.
- During employment interviews, our child safety policy is reviewed with applicants.
- Children are allowed to choose how and to whom they demonstrate affection. For example, we would not say to a child to "Give your friend (or teacher) a hug" but rather "Would you like a hug?" or "Would you like to give your friend (teacher, grandmother) a hug?" and if the answer is "No", that's fine. "Ok, maybe next time" a teacher might reply. Or even, "That's ok it's always your choice if you want to hug or kiss someone. You never have to if you don't want to".
- We prohibit situations where one adult is alone with one child. In the rare instance when one staff member will be alone with one child (such as going inside from the playground for toileting), the staff member must tell another staff member where s/he is going and why and when they will return. Upon their return they must check in with that staff member, so that the children are accounted for at all times.
- Establishing a "no-secrets" culture at school. We distinguish between secrets and surprises. Surprises are something you keep to yourself for a little while and then tell others. Surprises make people feel happy and excited, like making a Valentine' for a friend or a surprise birthday or Mother's Day gift. Secrets are something that someone asks you to keep to yourselves and never tell anyone else. Secrets can make people feel worried, scared or confused. "We don't have secrets at school, but sometimes we have surprises!"
- We teach children body safety rules in a natural, non-threatening way when a "teachable moment" arises. For example, occasionally young children may engage in "doctor play" or "You show me yours and I'll show you mine". This is normal, sexually appropriate behavior for young children and is not to be punished or shamed. However, a teacher would intervene immediately and, in a neutral and calm manner, might say something like "At school we keep our clothes on and no one is allowed to look at or touch another person's private parts. Let's put our pants back on and go see who's baking bread in our bakery today". Parents would always be informed in the event of such incident. Another example could be: a child comes to his teacher and says "Johnny just poked me in my pee-pee". A Teacher may reply: "Let's go remind Johnny that you are the boss of your body, and no one is allowed to poke you in your private parts, or penis (or vagina)", etc.
- Diaper changing areas are in public areas (not private).
- Anatomically correct language is used (i.e., penis, vagina) with children when referring to their private parts. Research has shown that children who use anatomically correct language for their private parts are less vulnerable to abuse. This language sends a message to would-be perpetrators that children are educated about their body and body safety and are therefore "off limits" to abuse.
- Children are clothed at all times, except for changing diapers or clothes/swimwear.

- Children's privacy is respected during toileting. If a child needs assistance, the teacher will keep the door slightly opened.
- Faculty are not allowed to be alone with a child in a bathroom with a closed door.
- Children are not allowed to be alone in the bathroom with another child with the door closed.

### **REPORTING ABUSE**

If you believe that your child has been abused, you should seek immediate assistance from your county department of social services. The telephone number to report child abuse in your county is:

#### **Boulder - Department of Housing and Human Services**

(303) 441-1000

Frank Alexander, Director

3400 Broadway

Boulder, CO 80304

24/7 Hotline (303) 441-1000

Or call 911 if after hours

Colorado requires that childcare providers report all known or suspected cases of child abuse or neglect to the proper authorities.

Childcare services play an important role in supporting families, and strong families are the basis of a thriving community. Your child's educational, physical, emotional, and social development will be nurtured in a well-planned and run program. Remember to observe the program regularly, especially regarding children's health and safety, equipment and play materials, and staff.

## SEASONS AND FESTIVALS

We bring the cycle of the year to the children by working with the seasons and festivals. We do this with our nature table, creative work (circle time of movement, poems and songs), stories, puppet shows, and special activities. Everything we bring to the young child is brought through images or imagination, never in an intellectual way. Such activity can help the children to develop their own creativity and inspiration.

As we pass through each season with songs, verses, and stories, you will surely be hearing them as the children sing their way through the cycle of the year. As each year comes to a close, the children will have acquired new skills and will be filled with new confidence. We are grateful to the parents who have chosen our Kindergarten, and we thank you for the opportunity to guide your children through these tender years. It is our hope that each child finds warmth, deep friendships, learning, play and love in our Kindergarten.

If there is a tradition or festival that you celebrate in your home, we would love to hear about it, and have it possibly shared with the class.

**KINDERGARTEN BIRTHDAYS** are celebrated for each child with a golden ceremony in our classroom. The child's family is invited to come to the celebration. It is important that at least one parent is present for the ceremony. The anticipation begins the day before as we bake our special apple sauce birthday cake. (If the birthday falls on a Monday, the cake is made by the teacher at home on Sunday). The Birthday Child is asked to bring with him or her to class, on the morning of the celebration, a favorite fruit topping for the cake (at least 4 bags frozen or 4 pints fresh fruit) and 1 pint of organic whipping cream. The children will whip up the whipping cream into peaks during the morning's activities and the cake will be shared. Your child's Teacher will coordinate the arrival time for parents and grandparents to attend. When the celebration begins, the Birthday Child, adorned in golden silk and crown is honored with songs, a story and a gift from the teacher. If your child has a summer birthday, we will coordinate an alternate date to celebrate. If your child has special dietary needs please provide a treat that your child can enjoy on birthday celebration days, i.e., gluten free muffins, etc. We can keep a batch frozen at school if that is most convenient for you.

**HARVEST FAIR/MICHAELMAS** is the first festival of our school year! As the days get colder and a bit shorter, we come together to give thanks and to celebrate the harvest - the fruits of summer - and make ourselves strong in the face of the coming winter. Winter can be seen metaphorically as a time of cold and dark, of loneliness, and perhaps fear.

Just as the brave knight Michael did with his sword of light in legends of old, we might also gather our strength and courage to face the Dragon of our fears and hopefully find a supportive community prepared to stand beside us.

In an age when market shelves provide all we could need year round, this festival reminds us to take a moment to reflect and reconnect with the reality of our dependence on the Earth's generosity for our survival. Metaphorically it might be a time to consider how we express such connection in our daily lives. We may also consider what harvest of experiences, gifts and achievements we can celebrate this year, personally and in our case as a school.

Anthroposophy invites us to think of the dragon as a symbol of the forces of the material world which, left to themselves, become hard and wild, bringing a hardening quality that takes us away from our true nature. As the world around us folds itself into the sleep of winter, we can call on the forces of our spirit to keep us awake and mindful, keeping the flame of consciousness alive until the reviving return of Spring.

**THANKSGIVING** in the United States is a November Harvest Festival. The leaves have fallen, the pumpkins, squash and apples have been harvested. We will celebrate through songs and stories during this time.

**LANTERN WALK/MARTINMAS** is a Lantern Ceremony celebrated in November. According to old customs when the days grew short, and the stars appeared in the skies, the children would walk through the streets singing. In this time of the year, as the world gets darker, our inner light wants to shine forth. St. Martin of Tours, who was born in 316 and died on November 11, 397, is known for giving away his cloak to a beggar when it was all he possessed. We will celebrate this festival by making lanterns in the Kindergarten and going on an evening walk.

**SOLSTICE SPIRAL/ADVENT** is the four weeks prior to Christmas and is a time of looking back and looking forward. For the children, it is a time of waiting and anticipation. At the beginning of the Advent season we have our Winter Solstice/Advent

Spiral Festival. In a quiet darkened room, illuminated by candle light, accompanied by beautiful lyre music, each child will carry an apple candle down a spiral path of pine boughs. When they reach the center of the spiral, they light their candle and begin the journey back out, placing their candle along the path and soon the room is brightened. This is a very special festival, for many it is the highlight of the festival year. Due to the quiet, reverent mood of this festival we ask that siblings under the age of 3 be left home with a babysitter. You will notice our nature table changes throughout the Advent season. It is a time to honor all the kingdoms of nature. We start our "Advent Garden" with only rocks, sea shells, and crystals from the Mineral Kingdom. During the second week we add green plants and pine cones from the Plant Kingdom. The third week represents the Animal Kingdom, and animals made from felt, wood or beeswax will join the others. The fourth week symbolizes humankind. Since we are not in school during this time, we will bring the human piece and light the fourth candle upon our return to the school in the new year. You may want to have an Advent Garden at home for your child. It is a simple but powerful imagination and easily can become a festival in your home.

**SAINT NICHOLAS DAY** is December 6<sup>th</sup>, and Saint Nicholas will make a surprise visit around this time. The children will be busy cleaning their slippers and putting them out in front of their cubby's in hopes he may come and fill them with treats!

**HANUKKAH/CHRISTMAS** is the celebration of the birth of the child of light. Hanukkah celebrates the miracle of light. In the Kindergarten, we have a small play with songs we work on during our circle time. We will be gathering in the morning outside to sing traditional Christmas and Hanukah songs around a fire. Please plan on joining us if you can.

**THREE KINGS DAY** is January 6<sup>th</sup>. It is also known as Epiphany and was a time when the wise men, Melchior, Balthazar and Caspar saw the star and were led to the birth place of the child of light. The word "epiphany" comes from *epiphaneia* which means shine above or shine over. We celebrate Three Kings Day in the Kindergarten with our circle and by having a Three Kings cake.

**VALENTINES DAY** is February 14<sup>th</sup>, and we will be busy making Valentines. The children will make one special Valentine to be given to their chosen friend in the class. We will also make and decorate special cutout cookies.

**SPRING FESTIVAL/EASTER** is a celebration of increasing light, of rebirth and of resurrection. We celebrate this festival of spring in many ways. We will grow our "Easter Gardens" which the children will take home. We will decorate eggs and sing about all the young animals of spring. The Easter Tree will appear on our nature table. We also raise butterflies at this time, observing the transformation from caterpillar to chrysalis to butterfly. This is always a very exciting activity for the children.

**MAY DAY** is the first day of May, and we will merrily sing songs and skip with colored ribbons around our Maypole. Beautiful flowers secretly appear on doorknobs. (Try this with your neighbors! It is a wonderful tradition.)

## **PUBLICATIONS**

### **PARENTING AND CHILD DEVELOPMENT**

You Are Your Child's First Teacher by Rahima Baldwin

Beyond the Rainbow Bridge by Barbara Patterson, Pamela Bradley, and Jean Riordan

Waldorf Parenting Handbook by Lois Cusick, St. George Publishing

Festivals, Family and Food by Diana Carey and Judy Large, Hawthorn Press

Festivals with Children by B. Barz, Floris Press

Lifeways Working With Family Questions by Gudren Davy and Boris Voores

The First Three Years by Dr. Karl Koenig

The Hidden Gifts of the Introverted Child by Marti Olsen Laney

### **NUTRITION AND HEALTH**

Nourishing Traditions by Sally Fallon

A Guide to Child Health by Mickaela Glockner and Wolfgang Goebel [www.florisbooks.co.uk](http://www.florisbooks.co.uk)

Holistic Wellness Guide published by LILIPOH [www.lilipoh.com](http://www.lilipoh.com)

What Every Parent Should Know About Childhood Immunizations by Jamie Murphy

### **SENSORY MOTOR INTEGRATION**

The Out of Sync Child by Carol Stock Kranowitz

The out of Sync Child Has Fun by Carol Stock Kranowitz

Our Twelve Senses by Albert Soesman

## FACULTY BIOGRAPHIES

### **Kerry Francis, Buttercups Class Lead Teacher**

Kerry has worked at BWK since 2010 in various roles prior to becoming the Buttercups Lead Teacher: office manager, director, classroom assistant, and summer camp teacher. She has completed the Lifeways training and as well as the Waldorf Early Childhood Teacher training through Sound Circle Center. Kerry's background is in psychology; she received her master's degree from Naropa University for Transpersonal Counseling Psychology. She had a private psychotherapy practice before focusing more on caring for young children as well as opening a doula practice.

She has taught young children in a variety of settings, including a Reggio Emilia-inspired preschool and a shelter for street children in Tanzania. Kerry has a keen interest for anything related to pregnancy, birth, and first three years of life. She has taken post-graduate trainings on attachment, embryology, child development, and early childhood education. She is currently an editor for the professional journal of the Association for Prenatal and Perinatal Psychology and Health and the yearly publication of the Biodynamic Craniosacral Therapy Association of North America. In her spare time, Kerry helps to run a small biodynamic farm, called Dharma's Garden, with her husband.

### **Rachel Manning, Buttercups Class Assistant Teacher**

Rachel has been working with young children in many different preschools since 1994.

Rachel graduated from California State University, Northridge in 1996 with a BA in Child Development. After her first daughter was born in 2001, Waldorf education was introduced to her when she saw a brochure from the Waldorf School of Orange County. Rachel joined a Waldorf parent-child class in Long Beach, California and has been involved with Waldorf education ever since. In 2007, her family had an opportunity to move to Colorado and they have enjoyed making new friends and new traditions of their own. For a short time, Rachel had a Waldorf-inspired preschool at her home before she started working at Shining Mountain Waldorf School in Boulder. From Spring 2012 to June 2017, she worked as a morning assistant and an afternoon lead teacher. Rachel received her Early Childhood teaching certificate from Rudolf Steiner College in Sacramento in 2015.

Rachel's favorite things to do are hiking and being out in nature. She finds beauty with each season the year brings. She also loves yoga, baking, making fairy houses and spending time with her family and friends.

### **Liz Kriso, Lavenders Class Lead Teacher**

From a young age, Liz was drawn to young children and families and has chosen to surround herself with and work with them. She discovered Rudolf Steiner and Waldorf Education when she was working on a Biodynamic and Organic Farm as an intern. As she continued to work on organic farms all over the country, she continued to study Anthroposophy. Eventually, she earned her Lifeways Early Childhood Certification and is in the middle of completing her 3 year Waldorf Teacher Training with Sound Circle. This is in addition to already holding a degree in Psychology from Bryn Mawr College with a focus in dance/movement and education. She furthered her studies by earning her Early Childhood Education Certification with the State of Colorado. While following more closely what she felt that children were asking for, she was led to studying the Art of Mentoring/Coyote Mentoring and the 8 shields Model and she currently leads nature awareness summer camps. In continuing to follow the stream of what is alive for her, she became a student of Martin Prechtel, studying indigenous culture. She has tutored and nannied using Waldorf curriculum for the last 10 years in the Boulder area as well as home-schooled her 2 boys, age 4 and 9. She has been an assistant in the little Lavenders classroom for the past 2 years. This is her first year as a Lead Teacher and feels honored and fully ready to step into this position. She is deeply grateful for the many teachers and mentors in her life.

When she is not teaching, you can find her working in her large market garden or going for a long wander in nature. Her other great passions are animals, dance, singing, reading, making beautiful things, primitive skills, wild-crafting, all things related to the wilds of pregnancy/birth/early childhood, all soul centered ways of being, her children and her community.

### **Kelly Herman, Lavenders Class Assistant Teacher**

Kelly's passion is working with young children to foster creativity in the preschool and home environment. With three degrees from the University of Colorado - Anthropology, Art History and a Masters in Education, she has been blessed to collaborate with educators at the forefront of early childhood development. Kelly's biggest wish is to inspire and sustain

children's sense of wonder and imagination, to provide a nurturing environment rich with communal artistic expression and an abundance of connective time in nature.

When Kelly is not in the classroom, you might spot her biking along the Boulder Creek, reading a good book under the shade of a tree, water-coloring a scene from nature, or crafting her next weaving project!

**Ella Montoya, Lavenders Class Assistant Teacher**

Ella joined BWK in 2016 after she received a BA in Anthropology, Minor in Early Childhood Education at the University of North Florida. In the Summer of 2017, Ella traveled to Central Oregon and farmed as an intern at Rainshadow Organics, a full diet, Biodynamic farm. As the season came to an end, she accepted a permanent substitute position leading the Forest Kindergarten at The Playgarden, in her hometown, Jacksonville, Florida. Ella happily returned to the BWK community in 2018 with more experience in tow, ready to engage with the children in the Waldorf way and explore this beautiful community.<

When Ella is not present with the children, she loves to dance, climb rocks, paint and sew, take cold dips in the creek, and cook delicious local veggies!

**Sam Shaw, Cherry Blossoms Class Lead Teacher**

Samantha, affectionately known as Ms. Sam, was born and raised in the mountains of West Virginia. She caught the travel bug early on in life and after graduating high school moved to Lake Tahoe. It was at Sierra Nevada College that she received her bachelor of fine arts in ceramics and was first introduced to Waldorf education. She first began teaching at Heart To Hand School now known as Desert Sage Waldorf School in Reno Nevada. While teaching there she received her Waldorf Early Childhood certification at Rudolph Steiner College and truly learned to love the Waldorf philosophy.

Samantha and her husband Caleb moved to Boulder in 2011 when she started teaching at Boulder Waldorf Kindergarten. You can often find Samantha and Caleb with their car packed to the brim full of camping and climbing gear ready for their next adventure.

**Orien Mann, Cherry Blossoms Class Assistant Teacher**

Orien moved to Boulder in 2006 from Austin, Texas. She attended Naropa University where she received a bachelors degree in Early Childhood Education. She has worked at BWK in various rolls since 2009: Assistant Teacher, Lead Toddler Teacher, Lead Summer Camp Teacher, and most recently Lead Kindergarten Teacher. She has completed her Lifeways Waldorf certification and has begun her Waldorf teacher training through Sound Circle Center, Seattle. She has a two year old little girl who is excited to be in the Buttercups class this year.

Miss Orien loves being with children and connecting through songs, stories, nature and seasonal handwork. She loves crafting of all sorts and especially loves to knit, sew and make waldorf dolls. She enjoys traveling with her family and spending time outside looking for birds and bugs with her little girl. Orien is excited to be back in the classroom with the little ones this year to share in the magic of the Waldorf Kindergarten.

**Julie Snarr, Cherry Blossoms Class Assistant Teacher**

Jules comes to Boulder Waldorf Kindergarten with a background in food and agriculture. After graduating with a B.S. in Culinary Nutrition from Johnson & Wales University in 2014, she felt called to journey to Boulder to learn more about the thriving local food movement in the area. Bio-dynamic farming was her introduction to the work of Rudolph Steiner, and when the opportunity arose to substitute at BWK in the fall of 2017, she was eager to learn more about Steiner education.

The daily and seasonal rhythms, sense of wonder, and goodness that permeate BWK complement and strengthen Jules' work outside the school at a local goat dairy, and provide her with a grounded center from which she strives to approach each child and their unique journey into their truest selves. She feels deeply satisfied in helping facilitate learning through imaginative play, hands on work, and modeling practical activities.

While not at BWK or cuddling goats, Jules can be found climbing a rock face, fishing and foraging in the mountains, or enjoying a quiet afternoon of reading, cooking, and sewing at home.

**Claire Broughton, Violets Class Lead Teacher**

Claire joined the BWK Faculty in July 2016 as a Summer Camp Lead Teacher. In the Fall of 2016, she began as the Assistant Teacher in the Cherry Blossoms Classroom before stepping into the role as Violets Class Co-Lead Teacher for the Violets Classroom. Prior to coming to BWK, Claire was an Assistant Teacher at Wildflower Preschool and Blue Sky Kindergarten, where she was also the After Care Teacher. Claire has worked with children of all ages over the years and has also served as a Farm Intern in Paonia, Colorado and a Camp Counselor in Allenspark, Colorado.

Claire received her B.S. in Biology and Aquatic Ecology from Queen's University in Ontario. She completed her LifeWays training in May 2016.

Claire carries a deep sense of love and wonder for the natural world. She enjoys sharing her wonder with children.

#### **Kathryn Hampson, Violets Class Assistant Teacher**

Kathryn received her Bachelor of Arts in Economics from The Colorado College, where she was a member of the lacrosse, field hockey, cross-country and track teams. She is a graduate of the five-year Spatial Dynamics course, a Waldorf School inspired movement education.

Kathryn was the Grades 1-8 Games Teacher and Handwork Assistant at The Waldorf School of Saratoga Springs. While there, she also coached the cross country and track teams, taught summer swim lessons, was a ski instructor at Whiteface Gore Mountain, was the scheduling chair on the Board of Directors for the Saratoga Springs Figure Skating Club and was an Assistant Coach at The Saratoga Speed Skating Winter Club. It was an active time that complimented her children's preschool through 8th grade education at the Waldorf School of Saratoga Springs.

#### **Rosie Fuqua, Violets Class Assistant Teacher**

Rosie received her B.A. in Religious Studies and Theatre from Grinnell College in Iowa. While there, she spent four years as a student teacher at the college's preschool lab. After graduation, she packed up and moved to Israel, where she worked in an elementary school providing supplementary English education. A Boulder native, Rosie finally returned home to her beloved mountains, where her passion for the arts and creative development drew her to Waldorf education and BWK.

#### **Katherine Saatjian, Star Flower Class Lead Teacher**

Katherine received her Bachelor of Fine Arts with an emphasis in Ceramic Arts from the University of Colorado in 2005. She received her Colorado K-12 Art Teaching License through the Teacher Education Program at the University of Denver in 2008 as well as her Early Childhood Waldorf Teacher Training Certification in Eugene, Oregon in 2015.

Katherine was the Lead Early Childhood Teacher and After Care Director for Wishing Well School, an aspiring Waldorf school on the Central Coast of California, before joining the BWK Faculty in the Fall of 2016. During her two year Waldorf teacher training in Eugene, Katherine led the grades and late day After Care program which also served the preschool and Kindergarten. Before finding Waldorf education she taught children ages 3-6 at Alaya Preschool in Boulder for four years.

Katherine is an experienced potter and enjoys fiber arts, playing music, gardening, and learning about native plants and natural medicine.

#### **Maureen Tracy, Star Flower Class Assistant Teacher**

Maureen received her B.S. in Elementary Education from Penn State University. She also completed the 4 year training in Curative Education at Camphill Academy and 4 years of Spatial Dynamics training. She was a Class Teacher at Camphill Special School in Pennsylvania (a Waldorf School for children with special needs) for 12 years and most recently an Assistant Teacher for the past 5 years in their Early Childhood Program, which serves both typically-developing children and children with special needs. Before discovering Waldorf Education, Maureen was a teacher in public school Kindergarten and in several different Early Childhood settings in Pennsylvania and in Eugene, Oregon.

#### **Cristina Geck, Eurythmy Teacher**

Cristina was born and raised in New York City until her family returned to Germany when she turned nine. As a young adult she became deeply involved with a Camphill community. She lived and trained at this highly idealistic, Waldorf based school and Biodynamic farm, working with 'Children in Need of Special Care'. Here, Cristina also discovered her love of eurythmy. It was fascinating to her that this art form allowed her to express the gestures of speech, nature and cosmos through movement.

She holds a BA in eurythmy and a therapeutic eurythmy certification. In 2001, she came to Colorado where she taught eurythmy at Shepherd Valley Waldorf School for 13 years and Boulder Waldorf Kindergarten for six years. She returned to BWK in 2014 and is also the Eurythmy Teacher at Shining Mountain Waldorf School.

Together with her partner, she lives in South Boulder where they enjoy growing and processing the fruits from their garden. She loves to hike, dance, cross-country ski and work with fiber arts.

#### **Linda Abelkis, School Director**

Linda was born and raised in Tennessee and graduated from Vanderbilt University in Nashville with a Math Degree in 1988. After graduation, Linda moved to Chicago with her husband, Kai. While the urban lifestyle and summers at Wrigley Field suited Linda and Kai, they chose to move their family to Colorado in 1999, seeking blue skies and Waldorf education for their children.

Linda has three children, in various stages of high school to college graduate. She worked as a Health Actuary for 18 years before stepping into the role of Administrative Director at Shepherd Valley Waldorf School, a position she held for eight years. Linda joined the BWK community in May 2014 as Administrator and is grateful for the chance to serve this community.

#### **Shonda Andrist, Bookkeeper**

Shonda is a part-time bookkeeper and full-time mother of four children. Originally from Minnesota, the call of the mountains brought her to Colorado with her (now) husband over 20 years ago. She enjoys yoga, hiking, camping, hand-crafting, lounging in the hammock of her mountain home, and spending time with her beloved friends (aka 'Colorado family'). Her children have been in Waldorf schools for 12 years and she is no stranger to the gnomes and fairies of the land. Being a bookkeeper for almost 20 years, she enjoys the puzzle-work of the trade and, yes, she even loves to do taxes. Although she got her degree in Psychology, her first true love was accounting. Her favorite motto that drives her children crazy? "Many hands make light work."

#### **Seana Grady, Founder and Owner**

Seana is one of the founding teachers of Boulder Waldorf Kindergarten. She is the mother of 5 children ages 3-20, and has been a Waldorf early childhood educator for over 16 years. Seana has a background in public school education as well and taught kindergarten in public schools for many years before discovering Waldorf education. She has a Bachelor's degree from Wheelock College in Boston, in Primary Education, and Young Children with Special Needs. She completed her Master's degree in Educational Psychology with an emphasis in Child and Family Studies at Denver University. She did her Waldorf Kindergarten training at Sunbridge University in New York, and also completed a Waldorf Therapeutic Early Childhood training through Gradalis Institute. Her hobbies and interests include yoga, hiking, camping, world travel, local foods movement, organic and biodynamic gardening/ farming and all things sustainable!

#### **Lori Hayes, Financial Manager**

Lori is originally from Virginia, but after moving here 19 years ago, Colorado definitely feels like home. She graduated from James Madison University with an accounting degree and went on to get her CPA license while working for a public accounting firm in Virginia. Here in Boulder, she helps several small businesses keep their finances straight and enjoys the time she spends with her diverse set of clients. Outside of work you can find her riding her bicycle, motorcycle or scooter – she likes being on 2 wheels! She also enjoys spending time with her 2 dogs, Stella and Reily, and taking them on long walks. Since she doesn't have kids of her own, coming to BWK is the highlight of her week, seeing the kids playing and interacting always puts a big smile on her face!

#### **Bob Schram, Facilities Manager/Handyman**

Bob has worked as a Production Manager in Publishing, Art Director in Video Production, and founded his own book design and production company, and is still doing business as Bookends Design in downtown Boulder. His wife Nancy is currently a faculty member at Shining Mountain Waldorf School where their three daughters attended from K–12. Bob has always resonated with Waldorf philosophy and was seeking an antidote to too much computer work and a place to employ his tactile sensibilities when he discovered Boulder Waldorf Kindergarten, where he has worked as handyman Bob for the last four years. He feels he has come full-circle and welcomes the opportunity to be of service in such a loving and nurturing environment.

**PARENT HANDBOOK ACKNOWLEDGEMENT OF RECEIPT**

This is to acknowledge that I have read a copy of Boulder Waldorf Kindergarten’s Parent Handbook and have no questions regarding its content. I further understand and acknowledge that the school may change, add or delete any policies or provisions in this handbook as it sees fit or as may be required by licensing agencies.

I understand that it is my responsibility to familiarize myself with the materials and that I agree to follow the provisions and other policies/rules as stated in the Parent Handbook.

By initialing next to each of the bulleted points below, I acknowledge that I have specifically paid close attention to these sections of the Parent Handbook that are of particular importance.

Media Policy \_\_\_\_\_ (Initial)

The school asks parents to work towards the elimination of media influences from the young child’s life. We have found that media interferes significantly with the experiences to be gained in our program. It can negatively impact the child’s ability to engage in healthy, creative, imaginative play and can decrease attentiveness in group settings. It also can profoundly affect the rest of the class, as well. We are happy to share current research and parenting articles, or brainstorm ideas with parents to help support changes in reducing media and integrating other forms of activities into family life.

Parent Nights Policy \_\_\_\_\_ (Initial)

One of the main principles of Waldorf education that is at the heart of BWK, is to foster a sense of community which extends to the world at large. We are all working together to provide the best beginning for young children while supporting our parent body through education and enrichment.

In that spirit, Parent Nights are offered up to four times per year. These evenings are an opportunity for you to deepen your understanding of your child’s school life, learn more about Waldorf Education and meet other parents in community and collaboration. While we enjoy crafting these meetings around the rhythm of our year, we warmly invite suggestions of topics that are living and of interest in our community. Please feel free to share your ideas with your class teacher.

*\*\*Attendance is mandatory at a minimum of two Parent Nights each year to make our time together as enriching as possible.*

Child’s Name \_\_\_\_\_

Parent 1 Signature \_\_\_\_\_

Parent 2 Signature \_\_\_\_\_

Date \_\_\_\_\_