

# PARENT HANDBOOK

Welcome to Shadi Persian language- Cultural immersion program! Located at 100 Ebbtide Avenue in Sausalito. Shadi kids is a language and culture program for children aged 2 years to 12 years old.

Shadi kids is a program for kids who don't have the opportunity for being in Iranian-American environment to meet new friends and learning about Iranian culture and language in loving and friendly space.

This parents' Handbook is designed to familiarize you with our policies and procedures. Please keep this handbook and other forms with your child's school records.

## **Shadi's Expectations**

While we currently do not employ a selective admissions process, it is important that we communicate the core values of the program so that parents may determine whether Shadi is a good fit for their child(ren) and family culture. If parents do not feel an affinity for some aspects of the program, they are encouraged not to enroll their child(ren) so that another family that is better matched is able to send their child(ren) to the program. This process enables the administration to communicate the program's expectations from the start, include:

A part time immersion program is effective means of raising native speakers in a minority or heritage language, but it is only as effective as the exposure and support the child receives at home. Shadi not be relied upon as the sole means of teaching Persian to children of Iranian descent; rather, the program should be viewed as a partner in helping children gain native fluency. This is especially true for school aged children.

## **Tuition**

Tuition is due at the beginning of each semester.

## **Pick Up and Late Pick Up**

Please be prompt in picking up your child(ren) at the end of each session, as the teachers need to clean up and prepare for the next class. If you will be unavoidably detained, please notify us at [415-3616474](tel:415-3616474) as soon as you are able.

## **Absences**

Please notify the Shadi kids if your child will be absent, as soon as you are able. We cannot offer tuition refunds for program days missed.

## **Separation**

Children tend to do better when their parents are not in the classroom, for this reason we ask that you begin separating from your child after the first session. We recognize that all children are different - if you feel this separation process does not meet your child's needs, please feel free to discuss with the program director.

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## Student Clothing

Please dress your child casually and sensibly. We want everyone to feel comfortable without worrying about his/her clothes getting dirty. Please choose clothing that enables your child to exercise self-care for going to the toilet.

## Home-School Connection

At Shadi, we feel that we are all raising your children collaboratively. For this reason, it is imperative that there be regular open and honest communication between parents and teachers.

**Please notify your teachers if there are any changes at home that may affect your child's behavior at program.**

## Meals

Every week, Shadi supplies one healthy snacks for all classes. Please notify your teacher and school administration of any food allergies or sensitivities.

## Administration of Medication

If your child has been medicated before coming to school, please notify your teacher and school administration. If your child needs to take medication while at program, please leave instructions with the teachers.

## Discipline

Providing an age-appropriate environment with a thoughtful rhythm and regular routine enables a child to be more grounded. The teachers provide a consistent and predictable environment while establishing developmentally appropriate limits including: redirection, clarifying choices, problem solving, and implementing timely intervention before misbehavior escalates into a crisis.

## Health

Please notify the school if your child has any food allergies or has contracted a contagious disease. Shadi program respects your privacy and will keep this information confidential, unless otherwise noted by you. Children with the following infectious diseases should stay home: Chicken pox, head lice, infectious conjunctivitis, vomiting and/or diarrhea, strep throat, hand-foot-and-mouth disease, symptoms of viral or bacterial infection (fever and/or the child is feeling or acting lethargic).

Thank you for entrusting us with your children. Together, we will raise a generation of inquisitive, altruistic, thoughtful, generous, intelligent, responsible, dignified, and kind individuals that embody compassion and integrity.