

MOTHER'S PRIDE PRE SCHOOL

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Parent Handbook

Welcome to Mother's Pride Pre School

Dear Parents,

We are delighted to welcome you and your child to Mother's Pride Pre School. Our preschool is dedicated to providing a warm, nurturing, and stimulating environment where children can explore, learn, and grow. We believe that early childhood education lays the foundation for a lifetime of curiosity, creativity, and academic success.

At Mother's Pride Pre School, we emphasize a play-based, child-centered approach that fosters both intellectual and emotional development. Our dedicated teachers and staff work closely with families to create a supportive learning community that nurtures each child's unique potential.

This Parent Handbook serves as a comprehensive guide to help you understand our school policies, daily routines, and expectations. We encourage you to read through this handbook carefully, as it will provide valuable information on how we can work together to ensure a positive and enriching experience for your child.

If you have any questions or need further clarification, please do not hesitate to reach out to us. We look forward to an exciting and joyful learning journey with you and your child!

Warm regards,



Inderjit Ahluwalia

Managing Partner, Mother's Pride Pre School



Vision, Mission, and Educational Philosophy



Our Vision

We envision a nurturing and inspiring learning environment where young children develop a lifelong love for learning. We aim to cultivate curiosity, creativity, and confidence in every child, preparing them for future academic and social success.

Our Mission

Our mission is to provide a safe, inclusive, and stimulating early childhood education that fosters the intellectual, emotional, and physical development of each child. We strive to:

- Encourage independent thinking and problem-solving skills.
- Support the social and emotional growth of children through meaningful interactions.
- Foster creativity and imagination through hands-on learning experiences.

Our Educational Philosophy

At Mother's Pride Pre School, we take our experience since 2001 and ponder what we have gained. We believe that children learn best through play, exploration, and guided discovery. Our curriculum is designed to support whole-child development by integrating the following approaches:

01 Play-Based Learning

- Encourages active engagement and joyful learning.
- Builds foundational skills in literacy, numeracy, and social interaction.
- Develops problem-solving and critical thinking abilities.

02 Social-Emotional Development

- Teaches children how to express emotions and communicate effectively.
- Promotes empathy, cooperation, and self-regulation.
- Creates a warm, inclusive classroom environment.

03 Hands-On Exploration

- Provides sensory-rich experiences through arts, music, science, and nature activities.
- Encourages creativity and innovation through interactive projects.
- Develops fine and gross motor skills through active play.

04 Early Literacy & Language Development

- Teaches children how to express emotions and communicate effectively.
- Promotes empathy, cooperation, and self-regulation.
- Creates a warm, inclusive classroom environment.

05 Family Partnership

- Recognizes parents as a child's first and most important teachers.
- Provides opportunities for parent involvement in school activities.
- Encourages open communication and collaboration between families and teachers.

06 Parent Teacher Partnership

- Recognize that a good parent teacher relationship is necessary for healthy schooling.
- Provides opportunities for to communicate through email, phone, report cards and parent teacher conferences.



**Points to
remember**

Important

01 Talking always helps

- Speak positively about the school to your child. Share stories or things to look forward to — this builds excitement and comfort. Make sure any changes in your child's bedtime, breakfast routine, or toilet training are well established before school begins.

02 Stay Positive

- Children quickly sense their parents' emotions. If you appear calm and confident, your child will feel more secure. Support them in handling small, everyday challenges independently.

03 Goodbyes Get Easier

- Some children show separation anxiety after the first or second day — that's normal. Say goodbye warmly and confidently, then leave promptly instead of staying nearby or peeking in.

04 Be Punctual

- Arriving a few minutes before the school bell helps your child settle in calmly and enter the classroom along with their friends.

05 Encourage Play

- Children learn best through play. Ensure your child gets plenty of opportunities to play freely at home — it helps them explore, imagine, and understand the world around them.

06 Promote Healthy Habits

- Teach your child about hygiene — washing hands, using a handkerchief, and keeping clean. Pack simple, nutritious meals in the tiffin (avoid overstuffing) to keep them energized and happy throughout the day.



Curriculum & Teaching Methods

Our curriculum focuses on the following key developmental areas:



Social & Emotional Development



Language & Literacy



Early Math & Problem-Solving



Science & Discovery



Fine & Gross Motor Skills



Creativity & Imagination

Teaching Methods



01 Hands-On Learning

Children engage in active exploration, using real-world materials to enhance understanding.



02 Teacher-Guided & Child-Led Learning

Encouraging curiosity and problem-solving through discovery-based experiences.



03 Outdoor Learning

Utilizing nature as a classroom to develop observation skills and appreciation for the environment.



04 Whole-Child Approach

Addressing cognitive, emotional, social, and physical development.



Schedule & Routine



At Mother's Pride Pre School, we believe that consistency and structure are essential for young children's development. Our daily schedule provides a balance between structured learning, free play, rest, and exploration, ensuring that each child receives the best possible early learning experience.

When your child enters the classroom each morning, a world of exciting activities awaits! The environment is designed to encourage exploration, creativity, and joyful learning. From the moment they arrive, children are free to choose from a variety of learning centers and hands-on activities prepared especially for them.

These activities change frequently — from week to week, day to day, and sometimes even hour to hour — keeping the experience fresh and stimulating. Paint, clay, blocks, books, water, sand, and other engaging materials help make each day special and full of discovery.

There are always enough activities to capture every child's interest. A teacher is always nearby — ready to offer gentle support, encouragement, or guidance when a child needs help managing materials, emotions, or challenges. Teachers respond thoughtfully to each child's unique level of ability, curiosity, and confidence — whether through stories, music, movement, or outdoor play that encourages running, jumping, and climbing.

Building Skills Through Everyday Learning

Writing Skills:

Encourage your child to use crayons, pencils, and color pencils to express themselves freely. Regular coloring and drawing activities help strengthen fine motor skills and improve control and coordination.

Homework:

Homework is not just practice — it's an opportunity for sharing, talking, and listening. It helps you connect with what your child is learning in school.

- Ensure homework is completed neatly with a well-sharpened pencil or crayon and sent back the next day.
- Encourage correct letter formations and patterns as taught in class.
- Keep exercise books neat; reattach any loose or torn pages.
- Allow your child to complete homework independently, while offering supervision and gentle guidance.

Cultivating a Reading Habit:

Reading together is one of the best ways to foster a lifelong love of learning. Encourage your child to explore books every day — they open doors to new ideas, build vocabulary, strengthen listening skills, and lay the foundation for early literacy.

Daily Schedule

Daily Schedule

Each day at school is thoughtfully planned to balance learning, creativity, and fun. A typical day includes:

- Circle Time – Sharing, greetings, and setting a positive start to the day.
- Intellectual Development & Rhymes – Activities to build thinking skills and language through songs and interactive learning.
- Writing Sessions – Practice of letters, patterns, and fine motor control.
- Tiffin Time – A relaxed moment to enjoy healthy snacks together.
- Play Time – Free play to encourage imagination, social skills, and physical activity.
- Theme-Based Activities – Engaging projects that connect learning to real-world concepts.

Things to Carry Each Day

Please ensure your child carries the following items to school every day:

- Tiffin box along with a napkin
 - Handkerchief clipped to the uniform
 - A complete change of clothes, including undergarments
- (Kindly label all your child's belongings clearly to avoid mix-ups.)

Weekly Fun Activities

To make learning joyful and dynamic, children participate in a variety of special sessions every week:

- Story Sessions
- Drama Classes and Stage Exposure
- Music & Dance Class
- Adventure Sports
- Pool Days
- Colouring, Clay Modelling, and Painting
- Sorting, Pairing, and Other Hands-on Activities



Important reminders



Points to remember

Water Bottles: Parents are requested **not to send** water bottles to school. The school provides clean and filtered drinking water for all students.

Identity Card: For security reasons, a child will **not be handed over** to any individual who is not carrying the child's school identity card.

Pool Days:

On pool days, please ensure that your child:

- Wears a **swim suit under the school uniform**.
- Carries **one towel** in the school bag.
- **Wears slippers** instead of shoes.
- A separate notice will be issued prior to pool activities.

School Timings and Punctuality: Parents are advised to **arrive at the school at least 5 minutes** before the school bell rings.

The school gate will close sharp at 8:30 a.m. Students arriving late will be permitted entry **only three times** in a month.

Subsequent late arrivals will not be entertained.

Report Card: The report card must be **returned** to the school in proper condition on the **next working day** after it is issued.

Meeting the Class Teacher: Parents may meet the class teacher **only after school hours**.

In case of an emergency, prior telephonic permission from the Principal is required before visiting the school.



Fee Schedule and Withdrawls

Fee Schedule

Due Dates:

The school fees shall become due on the **first day of every quarter** and are to be deposited **on or before the fifteenth (15th) day** of that quarter, namely during the months of April, July, October, and January.

Late Fee:

A **late payment charge of ₹100 (Rupees One Hundred) per fortnight** shall be levied on fees deposited after the due date.

Non-Payment of Fees:

In the event that fees remain unpaid **beyond the second month of the quarter** (i.e., May, August, November, or February), the student shall be **deemed to have been withdrawn** from the school, and his/her name shall be **struck off the school register** without further intimation.

The **security deposit** held by the school shall, in such cases, be **appropriated towards the outstanding fees** for the respective quarter.

Withdrawals

Notice of Withdrawal:

Parents/guardians intending to withdraw their ward from the school are required to submit **one calendar month's notice in writing** to the Principal.

In the absence of such notice, **one month's tuition fee shall be charged in lieu thereof.**

Exemption may be granted in cases of sudden transfer of Government or Defence personnel, upon submission of valid documentary evidence.

Withdrawals in the Month of May:

Students who seek withdrawal in the month of **May** shall be required to **pay the school fees up to and including the month of June**, irrespective of the date of withdrawal.

Transfer Certificate:

The Transfer Certificate (T.C.) shall be issued **only after all outstanding dues towards the school have been duly settled** and cleared in full.

Security Deposit:

The security deposit remitted at the time of admission shall be **forfeited if not claimed at the time of withdrawal.**

To claim the said deposit, the **original receipt** issued against the payment must be **produced without exception.**