

Organization of the Day

PreK/Kindergarten Classroom

Greeting Time

The morning separation is very different for each family, as they have developed their own rituals for saying goodbye. Since few children arrive before 8:00 a.m., those who do are greeted in a common area in a mixed age group. Those who arrive after 8:00 a.m. are greeted in their own classroom. When weather and scheduling permits, the children are greeted outdoors on the playground. This is also a time for families and educators to share with one another through dialogue and/or written communication in the classroom's Parent Message Book. Arrivals take place between 7:15 a.m. and 10:00 a.m.

Early Morning/ Late Afternoon

As children arrive, they can make activity choices in the classroom and other open areas of the Center. They are encouraged to explore and collaborate with one another and the educators. When weather permits, this time is sometimes spent in our outdoor play space. Children are also invited to complete work started previously, perform classroom jobs (caring for pets, watering plants, etc.) and discuss possibilities for the upcoming small group work time. (7:15—10:15 a.m. and 4:00—5:45 p.m.)

Snack Time

Snacks are served in our Dining Room and the PreK/Kindergarten children can independently enter and exit the area when they are hungry. Educators remind children to wash their hands before eating and let them know when it is "Last Call for Snack" so that all children are aware that snack time is ending. Morning snack is served between 9:30 and 10:00 a.m. and afternoon snack is served between 4:00 and 4:30 p.m.

Meeting Time

The entire class gathers together to sit in a circle, a ritual that signals the transition from early morning exploration to small group work time. The group reads a morning message together, shares news, and problem solves about classroom issues. Children rotate turns performing meeting time jobs, including *Morning Message Writer*, *Counter* (counts those present and/or coming to lunch) and *Recorder* (prints the counter's data on a board). (10:15—10:45)

Small Group Work

Children work in small groups throughout the Cyert Center. On a typical day there are two small groups, each one working closely with an educator and usually focusing on an exploration of materials and /or spaces in the school or project work around a particular topic or goal. The rest of the children select an area of the classroom to work in, often with provocation presented to enrich or extend their time in that space. The third teacher in the team circulates throughout the room and supports the work of these children by offering suggestions, helping them to resolve any issues that arise, and documenting her observations with photos and/or notes. (10:45—11:45 a.m.)

Outdoor Explorations

We go outside daily, weather permitting, to explore our outdoor play space and other areas on campus. Longer walks to the nearby Carnegie Museums, Library, and Schenley Park are often planned. (12:00—12:45 p.m. and 4:00—5:45 p.m., also 8:00—9:30 a.m. I summer months. Departures for longer trips are prescheduled, typically with departure around 10:45 a.m. and return by 12:45 p.m.)

Group Game/Activity

The class gathers on our meeting rug for a game or activity. Experiences range from music and movement sessions to games emphasizing memory, alphabet letters, math skills and more. 12:45—1:00pm.

Lunch Time

While the majority of the children are engaged in the group game activity, two or three children work with a teacher to prepare the dining room for lunch. This includes gathering the lunch count from the chart where it was recorded at meeting time, counting the proper number of plates, cups, etc., and setting the tables. The table setters also decide on the group's seating arrangement and indicate their plans by setting a place card near each child's plate. When they announce that the tables are ready, the others wash their hands and join

them in the dining room. Food is passed around in serving bowls, family-style, and the children are encouraged to try a little of each dish offered. (1:00 p.m.—1:40 p.m.)

Story Time

Children gather with the educator who was sitting at their lunch table, who reads aloud to the group. Educators usually make a reading selection from our classroom library, but the children's books from home are also welcome for sharing at this time. (1:40—2:00 p.m.)

Quiet Time

As each group finishes their story, they use the bathroom and prepare for quiet time. Soft music is played while children lay quietly on their mats, typically with a special soft toy or blanket from home. Educators circulate to pat backs and visit quietly with the children. We recognize that many PreK/Kindergarten age children no longer sleep at quiet time and offer books and read to small groups during the second half of quiet time. (2:00—3:00p.m.)

Journal Writing

Each child completes a page in his or her journal every day. They are asked to share something they have done that day or something that they are thinking about. One side of the paper is for drawing a picture and the other is for a written description of the drawing. Children are supported to use a variety of techniques for their writing, ranging from dictating to an educator, to using their alphabet sound knowledge to write phonetically, to copying words from word rings and picture dictionaries. (3:00—4:00p.m.)

Departure

Children can be picked up any time between 4:00—6:00 p.m. Parents are encouraged to arrive at least 15 minutes before 6:00 p.m. so that they can have time to speak with educators and read any parent board information, as well as help the children to have a smooth transition from the Cyert Center to home. **The Center closes promptly at 6:00 p.m.**