



DELHI PUBLIC SCHOOL, GREATER NOIDA



Early Learning and Childcare Handbook (2024 - 25)



Dear Parents,

We take this opportunity to welcome you and your child to Delhi Public School, Greater Noida. Each new school year is exciting and challenging and we are looking forward to getting to know you and your child.

The first five years of life are critical for brain development. Our Early Years Learning Programme addresses a child's cognitive, physical, linguistic, social and emotional development. We believe that "Learning how to learn" is the best foundation for success. To facilitate it, we have adopted 'Thematic Learning' techniques that integrate various learning activities, subjects and skills.

Every child is imbued with a Life Skill in a systematic manner.

We look forward to working in partnership with you and your family as we embark on your child's learning journey together.

ETHOS, MISSION STATEMENTS AND VALUES:

Our ethos is at the heart of everything we do, is understood and followed by all pupils/staff.

OUR MISSION STATEMENT

1. Our school environment is welcoming and friendly.
2. We are positive role models and lead by example.
3. We are all learners and we work as a team.
4. We innovate, inspire, challenge and have fun!
5. We empower others to do and to become the best they can.
6. We have high expectations and believe we can!

VALUES

We have six core values which our students follow throughout their journey.

..... Our Core Values



At Delhi Public School, Early Years we follow:

Learning Through Play

“Play gives children a chance to practise what they are learning.”

Our state of art ‘Hustle Bustle Room’, is a zone that encourages children to develop skills they will need later in life. Running, playing, dancing, climbing, rolling and role-playing: these activities foster muscle development and fine-tune motor skills. Children also build their mental and emotional ‘muscles’ as they create and elaborate their imaginative worlds.



Creativity

Our School Environment cultivates creativity through thoughtful design and materials. Our school building is based on the principles of BaLA (Building as Learning Aid). We encourage thoughtful interaction with the elements and environment.



This year will be a very exciting time in the life of your child. We are very happy to partner with you on this journey we are beginning. Don't blink - this year will go by fast!

Sincerely,

Shivani Gandhi
(Headmistress)

Sandhya Awasthi
(Principal)

A Message for Kindergarten Parents

- K** Kindle excitement about Early Years. Visit your school and meet your child's teacher.
- I** Invite new school friends home to play and help your child build strong friendships.
- N** Never forget safety. Teach your child safety rules- whether walking or riding.
- D** Discuss what your child will learn in school - shapes, numbers, letters, words, etc.
- E** Explore your neighbourhood together. Talk about the world you live in.
- R** Review the good behaviour expected of your child, such as following expectations and taking turns.
- G** Get involved at your child's school. Visit often, attend all our programmes and volunteer in the classroom.
- A** Answer your child's questions about school. Reassure your child that school is fun and each day is a new adventure.
- R** Read to your child daily. Visit bookstores together.
- T** Turn every day into a learning experience. Let your child help you with everyday tasks.
- E** Encourage your child to eat well and get enough sleep. Be healthy and rested for school each day!
- N** Notice the new things your child is learning to do. Reinforce your child's progress with praise.



THE EARLY YEARS CURRICULUM

At Delhi Public School, Greater Noida the curriculum for excellence embodies children's learning from 3 to 18 years of age. All indoor and outdoor learning evolves from the interests expressed by our children. Our activities, experiences and environments are all designed to ensure the children are fully engaged in their learning.

Four capacities for Curriculum for Excellence are:



We also follow the eight well-being Indicators for every child:



1. Safe
2. Healthy
3. Achieving
4. Nurtured
5. Active
6. Respected
7. Responsible and
8. Included

Our entire staff reflect on these well-being indicators in the planning process.

THE DAILY PROGRAMME AND LEARNING CENTERS

Our Early Years classrooms are designed as learning centers that provide students with exciting and interesting experiences to practise, enrich and enhance their learning.

Our Learning Centers are:

- Linguistics Corner
- Mathematical Corner
- Curiosity Corner
- Art Corner
- Reading Corner





When children enter the classroom in the morning, a variety of activities await them. During the morning children will be given the freedom to explore the various learning activities and interest centers that have been prepared before their arrival. These centers are changed from week to week, day to day and sometimes hour to hour depending on curriculum requirements.

Each day is a special day! Enough interest centers and activities are going on at one time that the child is motivated by knowing that they are there; always something new or some way that it's new. But always enough things remain the same to provide the security and comfort of familiarity. Learning centers provide maximum challenge to the body and mind.

A teacher is always nearby to lend support when needed—to help the child, answer a question, offer a challenging statement or make a suggestion in keeping with each particular child's current level of achievement, interest, ability and needs.

THE YEARLY PROGRAMME

Reading/Language/Writing

We follow Jolly Phonics which is widely recognised as the most effective way to teach children to read and write English.



The Early Years programme provides appropriate activities that foster each child's emergent literacy. Emergent literacy does not refer to any specific reading skills. Emergent literacy in a broad sense refers to an overall attitude and therefore our approach toward literacy and the development of a communication system. Literacy is not a product but includes the dynamic process of inter-relating thinking/view, listening, speaking, reading and writing.

In Early Years, each child will pass through a variety of stages at different times as they are developmentally ready to move to the next stage. Stages consist of the scribbling stage, random lettering, copying, letter strings and then developmental spelling. You will see your child pass through several of these stages this year in Early Years. One of our main goals in the Early Years programme is to build a strong foundation for the continued development of listening, speaking, reading and writing.



MATH OUTLINE FOR THE YEAR

We follow the ELPS (Experience, Spoken Language, Picture, Written Symbols) approach in teaching. This approach is integrated into the mathematical teaching and learning process to give children comprehensive mathematics experiences considering the nature and cognitive demands of the tasks and skills.



Our curriculum is aligned with experiential learning standards. Where children learn the mathematical abstract concepts through concrete experiences and gradually move from the concrete to pictorial to abstract notions.

Weekly topics will be covered during our mathematics time as well as meaningful hands-on experiences that will be integrated into topics and literature throughout the day. Math concepts will be taught through small groups, large groups, projects and learning centres each week.

HOMEWORK



As children enter Early Years, they are eager and ready to learn. Early Years' homework lays the foundation for good work habits in later years. Furthermore, positive homework helps establish the home-school connection and involves parents as partners in their child's daily learning experiences.

Early Years' homework directly relates to experiences and activities going on in the classroom. We will be sending homework with the children periodically. This will relate to and build upon what we are learning at school.



EARLY YEARS CLASSROOM MANAGEMENT PLAN

We will be spending the first few weeks of school working to develop our classroom community and family. When the children establish the expectations for the year, they take ownership and pride in their classroom.

Do not worry if there is no written work happening. We are writing our expectations!

At Delhi Public School, Greater Noida:

1. Students are Responsible, Respectful, Safe and Help each other!
2. Students are Courteous to each other speak and deal with kindness!
3. Students challenge themselves—explore and learn to make themselves smarter!

Behaviour expectations that will be included in the children's list:

1. Listen and follow directions.
2. Keep your hands and feet in your own space.
3. Raise your hand to wait for your turn.
4. Move safely from place to place.
5. Mindful behaviour is expected in the halls and stairways.
6. Respect and keep school property safe.



EVALUATION/ASSESSMENT

Observing and assessing children helps us focus on their strengths and identify their weak areas. Continuous assessment and tracking monthly progress of each child helps to adopt and modify *teaching* learning strategies and ensures that learning needs and gaps are addressed.



To assess children's learning observations, anecdotal records, portfolios and checklists are maintained.

Class I and II: Assessment Policy as per the Almanac.



PARTNERSHIP WITH PARENTS

We want each child to reach their full potential and whilst working in partnership with parents we should achieve this aim. We recognize the importance of parents being a part of our community and encourage your child and your family to develop a sense of belonging.

Communication: There are many opportunities for communication between the school and the parents, including monthly newsletters, information boards and learning stories. You will receive these from the school informing you of relevant whole school and family events which will foster your involvement and a sense of belonging to the wider school community.

All circulars and schedules are also available on the school portal/broadcast group.

The parents can contact the HRT for any query regarding the class/student through the almanac, email or a phone call (between 6:00 PM to 7:00 PM).

Please drop a message before you call the teacher in case of an emergent need.

During school hours please call the school office at 0120 - 4612 300/ 301/ 302/ 303/ 304/ 305/ 306/ 307

We encourage you to contact the Headmistress if you have any questions or concerns on the given email ID:

shivanigandhi@dpsgrnoida.com

Please ensure that you mention the child's name and section in the email sent to the school.



WEEKLY PLANNER (Nursery, LKG, UKG, Class I and II)

| Learning Objectives | Topic | Topic, Theme, Project and Activities | Home Engagement |
|---|------------|---|---|
| Children will be able to identify the different parts of a story. | Story Time | Children will be able to identify the different parts of a story. | Children will be able to identify the different parts of a story. |
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A planner will be uploaded on the Padlet weekly. There will be a lot of announcements and dates to keep you informed. They will highlight some events that have happened in class that week as well as weekly curriculum activities, projects etc. Please read the planner shared every week.

It will also provide you with a means of communication with your child. If you have the “right” “questions to ask them, you will get more than just “fine” when you ask them “How was your day?”

ENSURING WELL-BEING

When you enroll your child in our school, we assume the responsibility of assisting with your child's school adjustment and growth and development.



We identify their strengths and support them in making those all-important "next steps". We ensure that your child is cared for **every day** by our exemplary staff who are enthusiastic and motivated to creating a nurturing, safe and stimulating environment. In a world where innovation, social consciousness and global partnerships are paramount, we promote ambition and a positive mindset, encouraging effort and respecting the efforts of all.

SCHOOL TIMINGS

We encourage children to reach school on time. Children who are late may not adjust as quickly to the group/class.

Summer School Hours for Classes Nursery to II - 8:40 AM to 1:10 PM

Winter School Hours for Classes Nursery to II - 9:00 AM to 1:10 PM



SCHOOL UNIFORM (Nursery - Class II)

The school uniform of Early Years consists of:

Summer Uniform:

Pink t-shirt, blue track pants, blue socks, black shoes (with velcro), blue turban/patka for Sikh boys & blue bands/clips for girls.

Winter Uniform:

Pink full sleeves t-shirt, blue track pants, blue hoodie, blue socks, black shoes (with velcro), blue turban/patka for Sikh boys and blue bands/clips for girls.\

All items belonging to your child should be clearly labelled with their name.

ATTENDANCE

Regular attendance is necessary for children to benefit from our provision of Early Years experiences.

Absences should be reported to the school as soon as possible. In case of an emergency, if you need to take your child during school hours, a request should be made in writing to the Headmistress and the HRT.

SNACK TIME



Please pack a nutritious tiffin that consists of healthy options such as cheese, crackers, cereals, toast, fruits and vegetables. Please avoid giving chocolates/toffees daily to control the sugar intake, as sugar hampers the growth of the child.

BIRTHDAYS

Parents are requested not to spend lavishly on food, presents, etc. on a child's birthday as it interrupts the normal routine. The school celebrates the birthday of each child and in the class special prayer is said. At the most parents are requested to send not more than a sweet or two for the children of the class. Anything more than this is not desirable.



MEDICAL INFORMATION

All parents are asked to complete the school Medical Record page in the Almanac, giving relevant up-to-date information. Parents are requested to keep the school informed of any changes. If your child needs medication then you must discuss this with the HRT/Class Teacher.

Unwell children should not attend school. If your child becomes unwell at school either you or your emergency contact will be notified. The first aider will determine if the child is distressed and if it is necessary to call the parent to collect the child.

FIELD TRIPS



Throughout the year, we will be taking several field trips. Some of these may be walking trips on campus or in our community. Others may require bus transportation. You will always be notified in advance and you will be signing a consent form for any planned field trips. We would also embark on 'virtual trips' around the world.



TRANSPORT

1. Non-bus users:

- Parent pick up (Gate no. 2)
- Van pick up/drop (Gate no. 1)

All parents will submit an undertaking if they decide to use private vans. This undertaking has to be renewed every year. Parents must verify/certify the driver's details and countersign the ID proof and license. For security reasons, entry into the school is restricted only to authorised persons or parents. The school does not take responsibility for private vans.



2. Bus users:

If your child is to go home with any adult other than yourself, written permission along with a photo or a brief description of the person must be emailed to school each time.

AUTHORISATION TO PICK UP CHILD

Dispersal Card- Please fill in the identity card and paste photos of the people authorised to pick up and drop off your ward. Parents, please ensure that the authorised person carries the dispersal card. We must have written notification a day before with the authorised before we can allow this change.

TO OUR PARENTS

It is important for the child to know their Family Information and Basic Life Skills.

Teach them their -

1. Full Name
2. Parents' Full Name
3. Important Phone Numbers



WORD OF ADVISE

A child who gets everything for nothing learns to expect everything for nothing.

As an adult, this expectation may continue unabated, and that young adult may find no base of experience from which to deal effectively with the problems, sacrifices, struggles, setbacks and hard work required in the real world. This is not to imply that our purpose is to deprive youngsters of the good things, joys and freedom of life or childhood. The goal is to embed sound values and provide children with solid skills throughout their lives using diligence, consistency and persistence.

SUGGESTIONS

Delhi Public School, Greater Noida Early Years is always open to suggestions and ideas from our parents. If you have any suggestions/concerns, you may write or speak to us. As we are always happy to meet with parents and discuss. Your suggestions are most valuable to us as we seek to improve our services and they help us to ensure that we are meeting your needs.

PARENTAL INVOLVEMENT



There are regular opportunities for parents to “stay, play and learn” with the children in our settings. Each service holds a regular parent-teacher meeting which you are most welcome to attend.

We also welcome parents to come in and share their skills with the children. Activities might include reading a story, cooking without fire, a short talk about their profession or a special festival.



READING

*“If you just read one book a day to your child,
they would have read 1825 books by the time they are 5 years old”.*



Books are a wonderful way to develop language and literacy skills. Books spark the imagination, give pleasure and provide an opportunity for children to see similarities with their own experiences.

Stories are a window to the world for children. They are fascinating, beautiful and enchanting! Stories told to them with feelings, gestures and animated expressions are magical and take your breath away. Every word becomes an experience in itself.

I'm sure you all can relate to the excitement we all experience when we crack open the spine of a new book. That excitement is amplified by our new readers!

Please find a list of suggested readings. Please ensure that you gradually build a library of good reading for your child.

Suggested Reading Material -

Single Titles/ Authors

1. Sammy The Classroom Guinea Pig by Alix Berenzy (LKG, UKG and Class I)
2. The Lamb Who Came Home for Dinner by Joelle Driedemy (Nursery, LKG, UKG and Class I)
3. Get into Bed by Virginia Miller (Nursery, LKG, UKG and Class I)
4. Farmer Falgu Goes on A Trip by Chitra Sounder (Nursery, LKG, UKG and Class I)
5. Star of The Week and Other Titles by Barney Saltzberg (Nursery, LKG, UKG and Class I)
6. The Gruffalo and Other Titles by Julia Donaldson (Nursery, LKG, UKG and Class I)
7. The Boy, The Mole, The Fox and The Horse by Charlie Mackery (Class I)
8. Bella Misses Her Train by Neha Singh (Class I)
9. Jack Frost by Kazuno (Class I)
10. The Lonely Giraffe by Peter Blight (Class I)
11. Sophie and the New Baby by Catherine and Lawrence Anholt (Class I)
12. What's More Scary Than A Shark by Paul Bright (Classes I)
13. The Story of Babar and Other Babar Titles by Jean DE Brunhoff (Class I)
14. The Tiger Who Came for Tea and Other Titles by Judith Kerr (Class I)
15. Maya Saves the Day by Mira Nair (Classes I)
16. Anna's Extraordinary Experiments with Weather by Nandita Jayaraj (Class I)
17. The Girl who Thinks in Numbers-Data Warrior Prukalpa Sankar by Shreyashi Singh (Class I)
18. Cracking the Code by Alisha Sadikot (Class I)

19. My Brother's Wheeeeelchair by Salil Chaturvedi (Class I)
20. Rainbow Girls by Kamla Bhasin (Class I)
21. Your Name Is a Song by Jamilah Thompkins (Class II)
22. One Amazing Gold Fish by Kelly Bennett (Class II)
23. Khalil and Mr Haverty and The Back Yard Treasures by Tricia Springstubb (Class II)
24. Ten Ways to Gear Snow by Cathy Camper (Class II)
25. The Magical Animal Adoption Agency, Clovers Luck by Kalli George (Class II)
26. Rainbow Magic Series by Daisy Meadows (Class II)
27. The Magic Tree House Merlin Mission by Mary Pope Osborne (Class II)
28. The Seven Treasure Hunts by Betsy Byars (Class II)
29. Tuff Fluff the Case of Duckies Missing Brain by Scott Nash (Class II)
30. Baloney and Friends Series by Greg Pizzoli (Class II)
31. Peter and Ernesto Series by Graham Annable (Class II)
32. Norma and Belly Series by Mika Song (Class II)
33. Goonie Bird Greene Series by Lois Lowry (Class II)



Series

1. Peppa Series by Lady Bird (Nursery, LKG, UKG and Class I)
2. Polly And Puffin Series by Jenny Colgan (LKG, UKG and Class I)
3. Franklin the Turtle Series by Paulette Bourgeois (Class I)
4. Corgi Pup Series by Jacqueline Wilson (Class I)
5. Noddy Series by Enid Blyton (Class I)
6. Swan story books for Beginners and Early Readers (Nursery, LKG and UKG)
7. Swan story books volume -1 for beginners set of three (Nursery, LKG and UKG)

Graded Readers

I Can Read Levels 1 And 2 (Harper Collins) (Nursery, LKG and UKG)

JOLLY PHONICS READERS:

1. A Boxfish in a Rush
2. A Dog has Pups
3. A Hospital Visit
4. A Pong at Oakwood
5. A Shoal of Fish



BOOKS AND STATIONERY -

New books, notebooks and stationery will be available at the school's bookshop.

1. All notebooks and stationery must be deposited with the class teacher on the first day of school (duly labelled).
2. Along with the books and stationery, the following duly labelled things should also be in the possession of your ward:
 - Tiffin
 - Water Bottle
 - Apron, Napkin/Handkerchief
 - Fork/Spoon
 - Hand Sanitizer
 - A set of extra clothes (Only for Nursery students)



The Early Years Wing of Delhi Public School, Greater Noida is a loving home for your children. We are mindful of the responsibility it places on us and we are resolved to dispense it to the best of our ability



