



## **Welcome to the Waterloo Co-Operative Preschool!**

We are a non-profit co-operative preschool run for the children, by the parents. We are proud to have 2 caring and highly experienced RECE teachers who plan and implement our programs with the needs and interests of our children in mind. We offer families the opportunity to play a vital role in their child's education by participating in the classroom once a month if they wish. We know you will love our preschool as much as we do!

Waterloo Co-Operative Preschool has been in operation since 1969. We are located in Uptown Waterloo in the lower level of Emmanuel United Church. This program has no religious association but we are fortunate to have a warm and welcoming classroom, large outdoor play area, indoor gymnasium and other rooms we use occasionally. We constantly strive to provide the best programs for our children.

## **Philosophy**

We welcome you and your child to join us for an early learning adventure! Our philosophy is to provide 'a place to grow' in a safe, structured and fun environment where children are treated responsibly with dignity, respect and care. Our teachers offer a program including both structured and free play elements that is designed to enrich your child socially, emotionally and intellectually.

## **Location**

We are centrally and conveniently located in Uptown Waterloo at the corner of Bridgeport and Albert St. (entrance off Albert St.). We occupy the lower level of Emmanuel United Church. Although we are not affiliated with the church, we are able to use much of the facility, including our main classroom, a full-sized gymnasium and a fully-fenced outdoor play area. Our location provides a cozy yet stimulating atmosphere for the children and we make the most of it in every class.

## **What is a Co-Op?**

Waterloo Co-Operative Preschool is a parent co-op. Families work together to manage the successful operation of our school. Being part of a parent co-op is a very rewarding experience. Our preschool provides the opportunity to be involved with your child's early education and their day-to-day interactions. All of the members pool their resources to create a successful program. We as the parents are the assistant teachers, the administrators, the fundraisers, the maintenance crew and the organizers. Together, the families of Waterloo Co-Op have been running a successful program for over 45 years!

## How we run

The school is organized and administered by the parent members through the Board of Directors, and operated for them by our supervising Teacher and other trained staff. It is non-profit and non-sectarian. The parents employ teachers, equip the school, maintain membership and meet the budget. Tuition fees are based on the cost of operating the school. Parents are expected to meet the guidelines as outlined in this Parent Handbook.

Link to parent handbook here:

<https://static1.squarespace.com/static/5c02957970e802a128c204b7/t/60c74b7fb3139d492637df07/1623673728424/Parent%2BHandbook%2BJune2021.pdf>

Link to Board of Directors manual here:

<https://static1.squarespace.com/static/5c02957970e802a128c204b7/t/60ca97c11656ca5b78261de2/1623889859457/Board+of+Directors+Handbook+Aug+2019+%281%29.pdf>

The school is licensed by the Ministry of Education, who determine the maximum allowable number of children, and was incorporated under the Co-operative Corporations Act of 1973 on November 15, 1974. We follow all required policies, procedures, and best practices from all our governing bodies.

Most of the policies and regulations of the school are formalized in the Articles of Incorporation, and more specifically, in the by-laws. They are also stored in the Policy and Procedure Binder and available on our website. Copies of the Policies and Procedures and by-laws are at the school, on our website or may be obtained from the Secretary on request. Documentation may be kept in hard copy or electronically.

Online licensing manual

<https://files.ontario.ca/edu-child-care-centre-licensing-manual-en-2021-04-21.pdf>

Childcare and Early Years Act 2014

<https://www.ontario.ca/laws/statute/14c11>

Refer also to How Does Learning Happen

- <https://files.ontario.ca/edu-how-does-learning-happen-en-2021-03-23.pdf>

Revised October 2021

Approved by: Emma Ens (Communications) October 12, 2021

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