

## **PRIMARY/PRE-PRIMARY EDUCATION (CHILD DEVELOPMENT)**

Code **IHBIB-R** Issued **4/05**

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### **Organization**

A major part of the curriculum will be a developmental educational program in a classroom setting.

The district will integrate the planning and direction of the half-day program with the Early Childhood Initiative.

### **Educational program**

Schools will implement the educational program specified by the state department of education or an alternate program approved by the state board of education.

### **Program length**

The classroom program will operate five days a week (or the equivalent) for at least two and one-half hours of instructional time exclusive of breakfast, lunch and transportation. Classroom staff will conduct a minimum of four parent-teacher conferences per year.

Program year for both components will be 190 days of operation for staff (180 days service to children).

### **Staff ratio and group size**

One certified teacher and one teaching assistant will staff each classroom. A maximum of 20 four-year-old children will be in each classroom.

### **Staffing**

The staffing patterns for the child development program will vary according to the size of program and amount of district-level supervision.

#### *Director/Head teacher/principal*

- Ratio requirements
  - A director, head teacher or elementary principal will supervise each program. When the child development program is not located in the elementary school, or does not come under the direct supervision of an elementary school principal, the program must meet the following requirements.
    - A child development program serving 120 or more children must employ a full-time director.
    - A child development program serving less than 120 children must employ a head teacher who devotes half time to administration and supervision and half-time to teaching in the center.

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- The director or head teacher will be appropriately certified and highly qualified as required by federal law.

### *Teacher*

- Ratio requirements
  - There will be a full-time, certified teacher employed for each session serving 20 children per class. Maximum class size is 20 four-year-olds with an adult/child ratio of 1 to 10, using one certified teacher and one assistant.
- Qualifications
  - Classroom teachers will hold a valid certificate in early childhood education, hold a bachelor's degree in child development or have a bachelor's degree with at least six semester hours in early childhood education and be highly qualified as required by federal law.

### *Teaching assistant*

- Ratio requirements
  - There will be one teaching assistant for each half-day class with a maximum of 20 children per session.
- Qualifications
  - Teaching assistants will be highly qualified as established by federal law.

### *Other staff positions*

- The qualifications of all staff providing supervision and/or support services will be not less than the general requirements for other district employees in similar positions (South Carolina Defined Program) and federal law.

### **Staff development**

The district's staff development plan will include and describe appropriate activities in the district's comprehensive plan as required by Act 135. Principals, directors, teachers and teaching assistants will participate in training sponsored by the state department of education.

### **Evaluation**

Program success will involve two evaluation measures.

- Districts will examine their program's success by determining compliance with state board of education regulations.
- Districts will participate in evaluation efforts coordinated by the state department of education to include tracking of eligible children through at least the third grade to determine the program's impact on school success.

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### **Attendance reports**

Staff will keep individual records of daily attendance for each child in the program. Schools cannot carry any child in membership after the date of official withdrawal or beyond 10 consecutive days of unlawful absenteeism.

Schools will submit periodic attendance reports to the department of education. The department will establish due dates on an annual basis.

### **Cumulative records**

The school district must begin a permanent record for each child entering the program. The school district will maintain information on the child's growth and development and will forward all information to the child's teacher each year.

### **Nutrition standards**

Schools will provide one nutritional supplement (snack) daily for each child in each half-day session. Participation in a breakfast or lunch program is adequate to meet this requirement.

### **Facilities**

Schools will provide appropriate and adequate physical facilities. Classrooms must provide a minimum of 35 square feet per child and include a sink area. The bathroom facility must be either within the classroom or close by. Schools must provide outdoor play space at a minimum of 100 square feet per child.

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