

## The History of Hanover Nursery School

The Hanover Nursery School was founded in 1932 by a group of parents wishing to provide preschool opportunities for their children. These parents contributed equipment, space in their homes, and personal services. By 1936, the Hanover Co-operative Nursery School had grown from ten children, hosted in a private home, to a professionally directed community service for thirty, with rented quarters in the Parish House of the White Church. In 1950, the parents' committee incorporated as the Hanover Preschool Association. In the fall of 1956, through the generosity of many friends, the school was finally able to move to a new building designed for its needs. The facility was able to accommodate seventy 3 to 5 year old children, offering both morning and afternoon sessions. In 1957, by a vote of the membership, the school's name was changed to Hanover Nursery School, Inc.

With the completion of the new facility, the HNS parents' roles grew. They were faced with the constant challenges of building maintenance, hiring staff, etc. Parents and other volunteers contributed hundreds of hours of service in painting and decorating, repairing toys, games, and equipment, assisting with planned trips and activities, and collecting donated items. From its inception, the Hanover Nursery School has been a family enterprise.

Today, our work continues. Hanover Nursery School is a corporation administered by a seven member Board of Directors. All parents, as members of the Hanover Nursery School Corporation, elect Board members at the annual corporation meeting in September. While parents do not participate in the daily operation of the school, they contribute both in and out of the classroom in many important ways.

Our program is designed to stimulate the physical, intellectual, and social growth that occurs during these exciting early childhood years. In a happy and comfortable setting, the children are challenged to explore the world around them and to further their understanding of themselves and others. New friendships are especially encouraged, as is cooperating and learning from one another. We believe that young children "learn best by doing." Therefore, learning activities are designed to involve as much of the total child as possible. Language, conceptual and motor skills, as well as math and reading readiness are primarily developed in play situations. Group activities foster listening skills and early understanding of group dynamics. Smaller group or "family group" gatherings facilitate communication between teacher and child, help develop fine motor skills, and facilitate independent learning.

Since 1932, hundreds of youngsters have enjoyed their first experiences of playing and learning together at the Hanover Nursery School. We look forward to welcoming new children and returning families for many years to come.

Hanover Nursery School is a non-profit organization and applications are accepted without regard to race, color, sex, religion, or national origin.

## Guidelines

Child Health and Emergency Registration and Information Forms: It is required by the state of New Hampshire that both forms must be completed, signed, and be on file at the school by the first day of class. Your child may not attend without these completed forms.

Field Trips: For a child to participate in field trips, an authorization form must be signed by the child's parents or legal guardian and be on file at the school prior to the first trip. Advance notice of field trips will be put in your child's cubby. Please be sure your child arrives promptly at the beginning of the session on field trip days.

Parent volunteers who drive on field trips must have seat belts for each child and they must be used. Car seats are required for children under the age of 4 in the state of New Hampshire. All parent drivers on field trips are responsible for the children in their car. The teachers will determine which children, besides a parent's own, will be riding in each car. When driving on field trips, it is requested, whenever possible, not to bring siblings along so they can give their full attention to the nursery school children during the trip.

Health: Children should be kept at home when not in good health. Please keep your child at home if he or she has symptoms of untreated illness. Examples of this include diarrhea, fever, and vomiting. A child who is generally not feeling well or cannot go outside should stay at home. A child's temperature should be normal for 24 hours prior to returning to school. These guidelines exist for the safety of the ill child as well as his or her classmates. The staff reserves the right to send a child home due to symptoms of illness. Please report any communicable or contagious illnesses so that other parents may be informed.

Please inform the teacher of any changes in your child's behavior. It is helpful for the teacher to know if there are any unusual happenings or stressful situations which your child is experiencing such as a parent being out of town or a birth or death in the family. Often a complete understanding of a child requires knowledge of the child's behavior both at home and school.

Absences: Please notify our staff early in the school day if your child will be absent due to illness. Advance notice of planned vacations, etc, is also appreciated.

Accidents and Illness: The staff provides simple first aid for minor injuries. In the event of serious injury or illness, every effort will be made to notify the parents immediately. If needed, the child will be transported to the Dartmouth-Hitchcock Medical Center by staff or emergency medical personnel.

Parking: Please use the parking lot/ driveway and East Wheelock and Valley Rd for parking. Please do not block or use the neighbors driveway.

Check-in: Upon arrival at school, a teacher will greet your child. Please sign your child in and say good-bye at this time. When picking up your child, we ask that parents please come into the cubby

area. Be sure to check your child's cubby, our calendar, and sign up sheets before signing out your child.

Special Pick-Up Arrangements: If your child is to leave school with someone other than the usual driver or car pool, please send a note explaining the arrangements.

Notices: Please check your child's cubby daily for notices and art projects. If you participate in a car pool, you are responsible for checking the cubbies of all the children in your car.

HNS website: for ongoing notices and information, please refer to the HNS website at [www.hanovernursery.com](http://www.hanovernursery.com).

Snacks: HNS asks the parents to provide a healthy snack for the whole class typically twice a month. Please check the calendar in the main entry for your dates.

\*Hanover Nursery School is a nut free school

Birthdays: On your child's birthday, you are welcome to send in a treat for snack time.

Outdoor Play: All children are expected to participate in outdoor play each day. Please dress your child accordingly. We go outside everyday (minus lightening/storms and extreme cold) Children should have outdoor boots, rain gear, snow gear and appropriate seasonal clothing.

Clothing: Children should wear comfortable clothes, which can get dirty. Clothes should not be an inhibiting factor in their movement or activities. Please provide extra clothes for your child in his/her cubby. A pair of slippers or clean indoor shoes is also recommended.

Conferences: Conferences will be scheduled twice a year between the teachers and parents of the children in the 3 and 4 year-old programs. One conference will be in the fall and one in the spring.

Teachers will conduct a kindergarten readiness review with the Ray School guidelines and preschool coordinators guidance. Necessary conferences with parents regarding kindergarten readiness will be scheduled at that time.

Snow Days: If there is ANY sign of snow, sleet, frozen rain, or other inclement weather or if a major storm is forecasted, please consult any of the following:

**Radio stations:** WGXL 92.3 FM, WTSL 1400 AM, Q106 FM, WXKE 95.3 FM, and WNHV 910 AM.

**Television stations:** WMUR (Channel 9) or [wmur.com](http://wmur.com)

**Internet:** [www.hanovernursery.com](http://www.hanovernursery.com)

School closings: IF HANOVER/DRESDEN IS CLOSED, HANOVER NURSERY SCHOOL IS CLOSED!

School delays: If Hanover schools has a delayed opening, HNS has a one hour delay. (Instead of arriving at 8:15am we would welcome children at 9:15)

Please use your own judgment in determining the safety of driving conditions.

\*HNS board members will only notify families in unusual circumstances. If the weather deteriorates as the day progresses, our staff will notify parents of an early closing.

Board of Directors: Our Board of Directors consists of seven members. The officers are: President, Registrar, Secretary, and Treasurer. Permanent committees are: Buildings and Grounds and Fundraising. Each committee chair, plus the director, is a voting member of the board. Board meetings are held on a monthly basis at the school. The agenda is posted one week prior to the meeting. All parents are welcome to attend. The annual meeting of the corporation is held in September. This serves as the annual "state of the union", providing a good introduction to the teachers, the officers, and the future of Hanover Nursery School. It also is a good way to meet new families and renew acquaintances with old friends. The written bylaws of Hanover Nursery School and written policies of the Board are available upon request.

Volunteerism: Volunteerism is necessary for the survival of HNS. We depend on parent volunteers in a number of different ways during the course of the school year. We strive to provide fun and family-centered fund raising events.

We schedule two annual clean up days per year, one in the fall and one in the spring. Parents are asked to contribute their time to help clean up the inside and outside of our facility in order to keep it safe and clean for our children. These clean up days are a fun family event (the children can participate, too!) as we all work together raking leaves, clearing brush, repairing and cleaning toys, etc. We do ask for monetary donations if you cannot attend our clean up days.

Parents can volunteer in other ways such as fundraising, serving on the Board, or volunteering for special projects. Every volunteer effort contributes to the school's financial solvency and helps to keep tuition costs down. As parents of an HNS student, we will look to you to volunteer for those activities that allow you to use your special talents and/or interests. We know that you will find volunteering at HNS a fun and rewarding experience.