



Montessori of Alameda 21st Century School

Kid's on the Go

Phone: 503-335-3321 Fax: 503-331-3325

Courtyard Policy:

For Children:

1. Respect the Teachers
2. Running is allowed around the track in a clockwise direction. Running is prohibited on the play-structure and around the bark chip areas.
3. No screaming.
4. Respect others and their work.
5. Respect all living things including plant and animal life.
6. No rough play such as wrestling or pushing.
7. Shoes need to be safe (no clogs, cowboy boots, flip-flops, rain boots or crocs)
8. Stay away from all gates. There are lines in the cement that children should not cross to keep them away from the gates
9. Coats and lunches boxes should be put away in an orderly manner by the picket fence. There are 25 pickets where the children can hang their coats. Lunch boxes should be placed directly underneath it.
10. No sitting on the play-structure and slides must be used feet first.
11. Feet must stay on the bridge and children must stay inside the rails.
12. One child at a time on climbing wall, pole and monkey bars.

For Parents:

1. For safety, children who are wearing these types of footwear will be asked to not play on the play-structure: clogs, cowboy boots, flip-flops, rain boots or crocs. Please send children to school in safe footwear.
2. Always be aware of the gates and what is happening close to them. Please walk with your child out of the gate and do not allow your child(ren) or older siblings enter the code and open the gate as this creates a safety issue. Please handle our gates gently and be sure to close them securely. Notify us immediately if you notice a gate that needs to be adjusted or fixed.
3. We ask that parents support MOA's policy of no cell phones in the classrooms by refraining from using cell phones in the courtyards. We request this so that parents stay focused on their child. Giving your child your attention will show respect and help to further build your relationship.
4. During community events the children are allowed to play on the play-structures as long as a parent is supervising them.
5. When parents arrive to pick children up from school please remember that the play-structures are for classroom use. We ask families not to use them after they have picked up their children.
6. When waiting in our courtyards we ask that parents sit on the benches of the picnic tables and not on the top. This will provide a good model of what we are teaching the children.

For Teachers:

1. State regulated ratios must be followed. For toddlers there may be 14 children in the courtyard at one time and for Primary there may be 24 children in the courtyard at a time.
2. Although free play is important, each teacher needs **to have a plan**. A few ideas are:
 - Art projects, story time, finger play, music and movement, gardening, appreciation of nature, legos, blocks, trains, water play, and bubbles.
 - Activities need to be coordinated with your co-workers or people you are sharing outside time with. Play off of each of your strengths. One person can plan music and movement activities for

15 minutes. One person can read stories or put on a puppet show, finger play, etc. Another can plan a gardening activity. Set up stations spread out so the children can move from activity to activity with little conflict.

3. **This is not a time to rest or visit with parents or co-teachers.**
4. Staff responsibility is the engagement of the child in an activity and the safety of the children.
5. Children can help care for the environment by picking up trash, weeding or raking the garden, sweeping the food dropped on the ground during meal times or sweeping bark chips off of the track.
6. The courtyard should be prepared prior to the arrival of children so everything is ready for what you have planned.
7. Water tables are to be dumped after each class uses them.
8. Materials in the courtyard should be used and respected as materials in the classroom (not thrown or abused), replaced on the shelf when the child has finished, and kept in beautiful, as-new condition.
9. Balls are only used on the sports-court.
8. Shoes are required to be worn at all times in the courtyard in the winter and we suggest they are worn in the summer. If shoes and socks are removed in the summer then they must be kept in the child's cubbie. The shoe policy is for the safety of the children. The following types of shoes will **NOT** be allowed on any climbing structure: cowboy boots, rain boots, crocks, leather soled shoes, flip flops, clogs and other unsecure footwear.
9. Children are expected to use the play-structure safely and as intended. Slides are for sliding down and not climbing up; monkey bars are for hanging and not for sitting on top; climbing wall is for children to reach the top but never to go over it; hand rails are for holding on to, not climbing on; bark chips are a cushion for our feet and body, not for digging, throwing etc.
10. Children may use the play structure during the day but not after it has become dark outside.
11. A staff member must be standing beside the monkey bars and paying attention to the child using the monkey bars. The staff member must be alert and ready to help guide the child gently to the ground if he or she is having difficulty. If a staff member is not present at the monkey bars, they must be closed.
12. Tire Swing: Two children may be on the tire swing at a time with one child pushing the tire (not the chains). Teachers should not push the tire swing. Kids on the Go children can ride on the tire swing but they must be supervised not to push the swing too hard.
13. Spider Web Climbing Structure: two children may climb at a time. Their heads must be below the 2x4 board on the top. They may only climb on the side without the bench.
14. For safety, below are some ground rules:
 - Always be aware of the gates and what is happening close to them.
 - Rotate around the courtyard while the children are at play. There are some hidden spots so look everywhere.
 - If there are two or more staff in the courtyard, one teacher should be rotating while the other one facilitates the activity and/or rotates around the courtyard as well in the opposite location of where the other staff is positioned.
 - Class clipboard (contains the sign in sheets and the class contact info) should be brought in the courtyard as well.