



**Rays Kids** **Preschool**

Early Education | Think Different

# PARENTS HANDBOOK

AY 2026-27



# WELCOME

Dear Parents,

Welcome to Rays Kids Preschool!

We are delighted to have you and your child as part of our learning family. At Rays Kids Preschool, our philosophy is rooted in nurturing curiosity, creativity, and confidence in every child. We believe that early education should be joyful, meaningful, and deeply enriching.

This Parent Handbook has been thoughtfully designed to help you understand our educational approach, systems, policies, and expectations. It will serve as a go-to guide throughout the academic year and help us build a strong, transparent partnership with you.

We truly look forward to working together to create a warm, engaging, and inspiring learning journey for your child.

*Ruchi Sunder*

Principal

# OUR PHILOSOPHY

## OUR VISION

*To empower every child with a strong foundation for lifelong learning and holistic growth.*



## OUR MISSION

Every Child shall **S.H.I.N.E** as the RAYS Lighten Them

**S**afety: A secure, child-friendly environment.

**H**olistic Growth: Supporting all aspects of child development.

**I**nnovation: Embracing future-ready learning methods.

**N**urturing: A caring, collaborative, supportive culture.

**E**xcellence: Committed to high-quality early education.

### QUICK REFERENCE

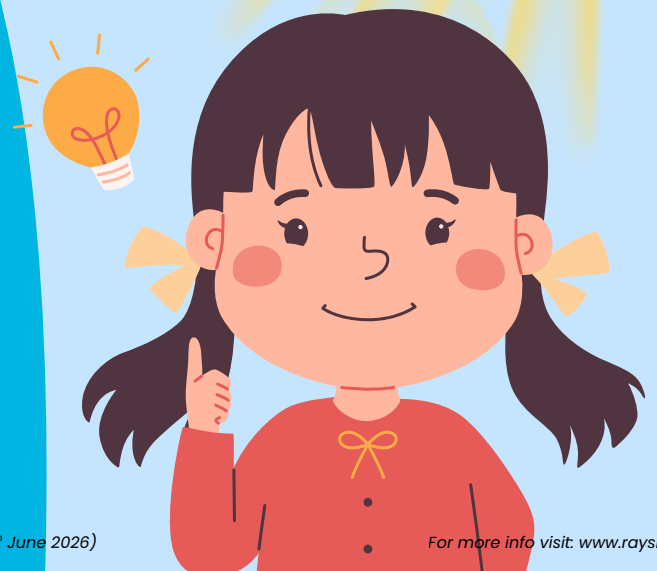
**School Timings:** Mon–Fri, 9:30 AM to 12:30 PM (varies by age)

**Office Timings:** 9:30 AM to 1:30 PM

**Call or WhatsApp:** +91 86104 25552

**Email:** info@rayskids.in | **Website:** www.rayskids.in

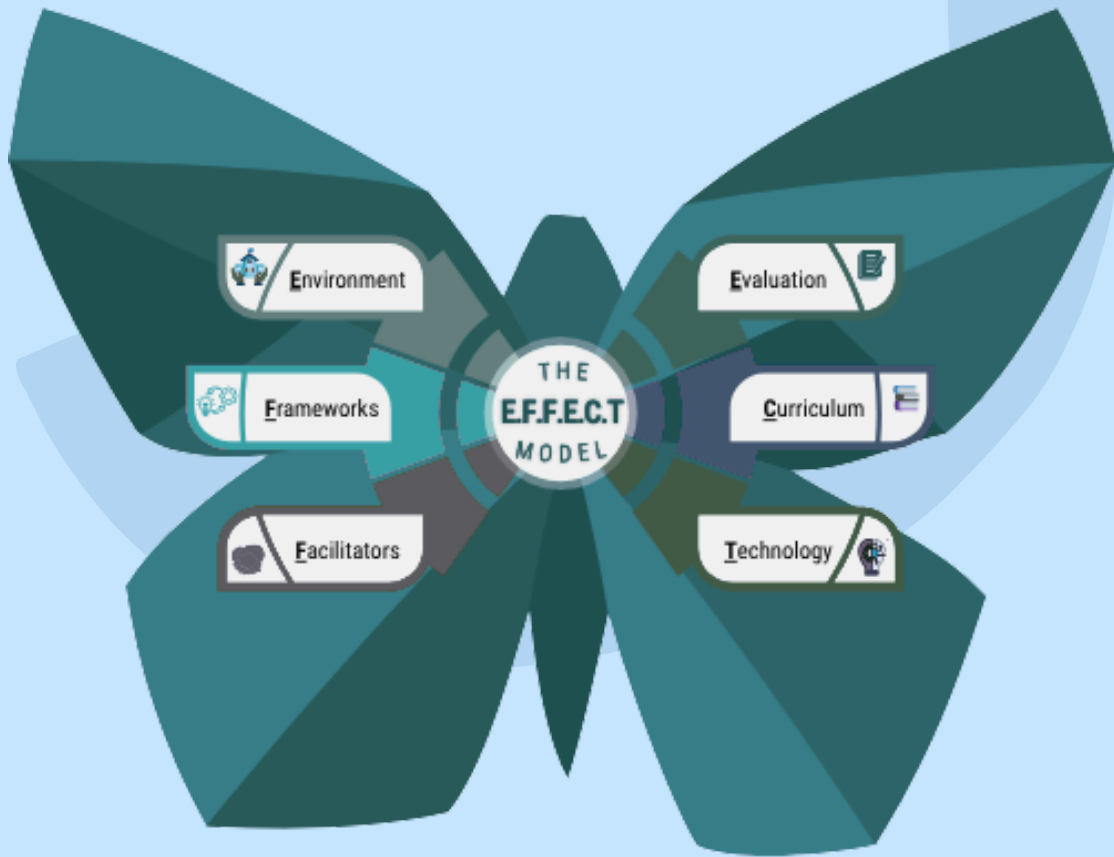
**Address:** 55/19, New Thandavarayan St; Washermanpet, Ch-21.





# THE E.F.F.E.C.T MODEL

Our signature model – the Rays Kids Preschool approach to quality early education



## ENVIROMENT

A safe, joyful, & thoughtfully designed second home for every child.

## EVALUATION

Growth-focused assessments to support every child's unique journey.

## FRAMWORK

The Kreedo-powered system that brings our philosophy to life.

## CURRICULUM

A structured, play-based path to foundational skills and curiosity.

## FACILITATORS

Trained teachers and caregivers who guide, nurture, and inspire.

## TECHNOLOGY

Smart tools that connect, inform, and enhance the learning journey.

# Rays Kids Preschool - Policies & Guidelines

## 1. Settling-In Period (Initial Days)

- ✓ We follow a gradual settling-in approach for new children. On the initial days, your child will attend school for just 1 hour, gradually extending to the full schedule over 1–2 weeks, depending on individual comfort levels.
- ✓ Activities such as art, music, and fun activities will be introduced to help your child adjust smoothly.
- ✓ Your cooperation in building a reassuring and positive routine is essential.
- ✗ Please avoid lingering near the premises after drop-off. Children may feel unsettled if they know you're around.
- ✗ A cheerful goodbye with a confident "see you soon" helps more than repeated or emotional farewells.

## 2. Drop-off & Pick-up Procedures

- ✓ Always hand over your child directly to the staff and reassure them at drop-off.
- ✓ At pick-up, warmly greet your child—they look forward to seeing you!
- ✗ Avoid talking on the phone or walking away while dropping off.
- ✗ Please refrain from prolonged goodbyes or loud conversations outside the school gate. Our staff will help children with footwear and safely hand them over.

## 3. Food & Nutrition

- ✓ Pack nutritious snacks or lunch such as chapatis, fruits, idli, dosa, sandwiches, or upma. Please cut food into small pieces for easy handling.
- ✓ Provide a labelled water bottle for your child.
- ✗ Junk food such as chips, fizzy drinks, Maggi, etc. is strictly not allowed.
- ✗ Food sharing is discouraged due to allergies and individual dietary needs.

## 4. Dress Code

- ✓ We prefer to send your child in school uniform; however it is not mandatory.
- ✓ If not uniform, then dress your child in loose, comfortable clothing.
- ✓ Use easy-to-manage footwear for your child – no need for shoes or socks.
- ✓ Provide two sets of spare clothes (labelled) to be kept at school.
- ✓ Ensure all belongings (bags, bottles, etc.) are clearly labelled with your child's name.
- ✗ Avoid complicated clothing or shoes your child can't manage independently. Self-help skills build confidence.

## 5. Health & Illness

- ✓ Inform the school in case of illness or long absence.
- ✓ First aid will be provided as needed, and medical help sought in emergencies.
- ✗ Do not send your child to school if they are unwell, have a fever, cough, cold, diarrhoea, or any contagious illness.

## 6. Toilet Training

- ✓ We support toilet training at school, but parents are expected to take primary responsibility.
- ✓ Communicate your child's needs to help us support them better.
- ✗ Prefer to avoid diapers unless absolutely necessary. Diapers are only used for children who are not toilet trained, primarily for hygiene reasons. However, we aim to support toilet training as early as possible.

## 7. Birthdays, Festivals & Celebrations

- ✓ Birthdays are celebrated together for all children whose birthdays fall in that month. Celebrations are held on the last working Friday of the month or the previous working day.
- ✓ We celebrate festivals & events inclusively and respectfully as part of cultural learning and community building.
- ✗ Return gifts for children, teachers, caregivers, or any other members of the preschool staff are kindly discouraged.

## 8. Visitors & Observations

- ✓ Parents are encouraged to observe their child's learning process 2–3 times a year through scheduled CCTV observation sessions.
- ✗ Please refrain from requesting frequent classroom observations or CCTV access. Be assured that your child is under caring and professional supervision.

# Rays Kids Preschool - Policies & Guidelines

## 9. School Property & Materials

- ✓ If school material is brought home accidentally, please return it the next day.
- ✓ Children are naturally curious and may pick up materials unintentionally.
- ✗ Personal toys or materials from home should not be brought to school.

## 10. Emergencies or Accidents

- ✓ In case of injury, our staff will administer first aid immediately and, if needed, consult a nearby doctor. Parents will be informed.
- ✓ In case of emergencies (e.g., health issues, citywide strikes), parents will be informed via phone or WhatsApp. If unreachable, emergency contact details from the admission form will be used.

## 11. Discipline

- ✓ Discipline is an essential part of our curriculum. Both the school and parents must model consistent, respectful behaviour.
- ✓ Children learn best when they see unity between home and school values.

## 12. Holidays

- ✓ We operate Monday to Friday. School holidays will be available in the Academic Calendar. Kindly plan vacations accordingly.
- ✓ If your child is absent, please inform the school. For sudden closures (e.g., rains), confirm with the school.
- ✓ In case of any unforeseen event or maintenance, parents will be informed via official communication channels.

## 13. Communication with Parents

- ✓ School management will share updates via WhatsApp & Email. Calls will be made in urgent or medical cases.
- ✓ Parent-Teacher Meetings will be scheduled periodically.

## 14. Home Environment Support

- ✓ Foster independence by allowing children to do simple tasks (pouring water, wearing shoes).
- ✓ Involve them in daily chores—they love helping!
- ✓ Model the behaviour you want them to follow.
- ✓ Maintain consistent routines for meals, sleep, and playtime.
- ✓ Minimize exposure to digital devices; screen time can delay healthy development.
- ✓ Refrain from teaching "A for Apple" formats; we follow phonics-based literacy.

**Blend Purpose with Play**  
**Unlock the power of Activity-Based Learning.**



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**Early Childhood Solutions**  
Academic Partner For Foundational Years!  
**3500+ Schools | 700,000+ children | 50% Better Outcomes**