

**PACIFIC
WALDORF
SCHOOL**

**HANDBOOK FOR FAMILIES
2021-2022**



WHO WE ARE

PHILOSOPHY AND OBJECTIVES

We strive to provide an individual, holistic and natural education based on kindness, respect and imagination.

We have customized the learning and school experience according to our region, basing our philosophy, academic approach, materials, rhythms, parental involvement, festivals and our daily activities on the Waldorf pedagogy.

Children will engage in daily activities that will become the basis for daily rhythm and knowledge acquisition. This rhythm is crucial during the early years of a child's life; it provides comfort, security and ease of expectation.

The child learns from carefully prepared activities and daily celebrations of life. Academic content is introduced in a lively and meaningful way, from the simple but wonderful things in life.

Our goal is to provide a holistic, natural and loving education that at the same time prepares children to live up to the academic expectations of each educational level. We are a school that fuses theoretical content with art. Our curriculum has the perfect balance between academic content, art, mind and body.

We are excited and proud to share this type of education with our community.



WHO WE ARE

WALDORF EDUCATION

The Waldorf approach is based on the work of the Austrian philosopher and pedagogue Rudolf Steiner, who wanted to create a form of education that would help children achieve clarity of thought, sensitivity of feeling and strength of will.

After listening to his lectures for years, the owner of the Waldorf-Astoria cigarette factory in Stuttgart asked him to form a school for the children of his workers and thus in 1919 the first Waldorf school was founded.

The Steiner Waldorf movement approach believes in the interdependence of physical, emotional, social, spiritual and cognitive development. It takes into account the whole child, including the qualities of the child's soul, and believes that children's learning flourishes in a calm, peaceful, predictable, familiar, unhurried environment that recognizes the child's sensory needs.

Waldorf schools pay special attention to the age of the children in each grade and their individual development as children should be exposed to what they are ready for according to their stage of growth. In this way, the child receives what is necessary for his or her stage of development and the learning thus received accompanies him or her in making sense of the world.



RHYTHM FOR PREKINDERGARTEN AND KINDERGARTEN

A DAY AT THE KINDERGARTEN

The children experience the daily rhythms in a friendly environment where nature plays an important role in the daily activities. We start the day with outdoor games on rope swings, seesaws, sandboxes, climbing structures and hammocks.

The children help to take care of our garden and animals. Taking care of the farm animals is part of our tasks; we feed them and collect fresh eggs. We sing and recite poetry. The children help with all the tasks at school as an important part of developing self-confidence, sense of responsibility and teamwork. A loving attitude, reverence and gratitude are some of the many values the children will take home from school.

Every day the rhythm is the same, following a harmonious rhythm of contraction activities alternated with expansion activities. This gives the children security and helps them to create a first notion of time.

Each day there is a moment dedicated to a specific activity of that day: watercolor painting, baking bread, free drawing, gardening, walk in the forest. In this way, the weekly rhythm is added to the daily rhythm.

In addition to this, there is the annual rhythm, marked by our festivals, which are always prepared with enthusiasm and warmth in our classes.




GRADE BY GRADE CURRICULUM

The main focus is to teach the child as a whole through creative, practical and meaningful activities, recognizing the individual needs and learning styles of each student, while encouraging teamwork and fair play.

Our Waldorf curriculum is designed to respond to the various phases of a child's development. The approached macrocosm of human history corresponds to the developmental stage of the child.

FIRST GRADE



In primary school, the child discovers the wonders of literature, music, knitting, movement, numbers and letters. The letters develop from images to symbols and words; and from these words, writing is introduced. Form drawing teaches spatial awareness and balance. Fairy tales are explored and songs, dances, poetry and music are enjoyed on pentatonic flutes. Mathematics also appears formally for the first time: addition, subtraction, multiplication and division, the qualities of numbers and rhythmic counting. Multiplication tables are introduced through rhythmic movement. The foreign language is introduced. Science is approached through close observation of nature and practical experiments. In the handwork lesson, children knit a few projects throughout the year. Games, swimming and creative movement form the Physical Education curriculum.

GRADE BY GRADE CURRICULUM

SECOND GRADE



This year it is about images, rhythmic movement, music, art, games and handwork. The fables and stories of nature are told along with legends, local folklore and stories of heroes and saints. Reading and writing instruction evolves, as do the four basic mathematical processes and mental arithmetic. Multiplication tables are exercised through rhythmic movement. Basic physics is explored in a practical way and observation of nature is perfected. Form drawing continues as do physical education, the pentatonic flute, knitting and the foreign language.

THIRD GRADE



Old Testament creation stories are taught as third graders develop their growing awareness through the study of agriculture, gardening, and construction. Students begin the study of grammar, spelling, and punctuation. They study time, money, weights and measures, all used as tools to strengthen self-confidence in their own abilities and interaction with the world. Crops and water resources are visited.

Foreign language, pentatonic flute, handwork - crochet - , physical education and music continue to be part of the curriculum. Arithmetic is deepened and form drawing elevates to a more geometric aspect.

FOURTH GRADE

In fourth grade, we study the human being as reflected in the animal kingdom and the qualities that make us unique and how each animal has developed its own qualities. Science is studied in an imaginative and artistic way, and responsibility for the animal kingdom is encouraged through drama, art and writing. Nordic, Celtic, Mayan and other pre-Columbian myths are taught as students sketch designs and weave the correspondent symbols.

Reading, composition, and grammar are emphasized. Geography begins locally with their own school and gradually branches out to their city, country and state, mountain ranges, deserts, large valleys and coastal regions. Mathematical problems become more complicated and fractions are introduced. Handwork increases in complexity as does music, drama, and other lessons.



GRADE BY GRADE CURRICULUM

GRADE BY GRADE CURRICULUM

FIFTH GRADE

The fifth grade marks the shift from imaginative thinking to the beginning of historical consciousness; the development of humankind is taught, from ancient India to ancient Greece, including stories of Buddha, Krishna, Persia, Egypt, and Greece through the Iliad and the Odyssey. Freehand geometry is introduced and a pictorial presentation of the Pythagorean theorem is taught. Fractions and decimals are applied in a real and practical way.

Geography refers to North and South America. The study of foreign languages, composition, and spelling continues, as does music, modeling, painting, drawing, gardening, and physical education.



GRADE BY GRADE CURRICULUM

SIXTH GRADE



Rudolph Steiner noted it is not until the age of 12 that a child can grasp causality or cause and effect; this ability opens up a new way to approach subject matter. In Geology, for example, the sixth graders not only sharpen their observations of the world around them, but also study how the movement of the earth changes the landscape and its inhabitants, and how our actions in the present will shape the world in the future. In Geometry, students learn what happens when the straight edge is not exactly straight or the consequences when the compass point has moved a fractional amount.

Sixth grade students are often interested in establishing structure and order, and in finding lawful relationships; the study of Rome and the medieval times are the perfect backdrop to explore these themes. The mood of the Middle Ages, with a focus on cloistered monks and chivalry, satisfies the sixth grader's quest for beauty, contemplation, and justice. They look for lawfulness in the heavens through a study of astronomy, and then delve into the structure and make-up of the earth as they study mineralogy. In physics, the sixth graders study acoustics, heat, and optics. The dynamics of light, dark, and color are further explored through painting and charcoal drawing. The study of physical world geography helps students see patterns in the geographic distribution of biomes and how the natural forces such as climate, ocean and wind currents, plate tectonics, erosion, etc. influence the physical environment. Language arts focuses on the rules and laws of grammar, while math focuses on business math and percentages.

EVALUATING CHILDREN

In our school, as in all Waldorf schools, there are no grades nor examinations. The evaluation of the children and their development is a continuous process. Teachers and parents are in constant contact about the children. Parents are encouraged to maintain fluid communication and make an appointment with the classroom teachers if they wish to discuss their child's progress at any given time.

As part of this process, teachers meet with each family and a pedagogical meeting is scheduled each trimester with the families of each group. Teachers make written observations describing in detail the student's development, and at the end of the year a full report of the student's progress is emailed to all families. After the report is sent, families may schedule a final meeting with teachers if they wish.

PRE KINDERGARTEN AND KINDERGARTEN ASSESSMENT

It covers the development of social and emotional wellbeing, language, mathematical thinking, awareness of the world around them, fine and gross motor skills. With the children on school age we do a First grade readiness assessment.

GRADES ASSESSMENT

It covers the academic areas of language, math, science, arts and physical education, as well as social and emotional development.

SCHOOL MATERIALS

All materials used are of high quality and offer a range of organic textures and pigments. Most of them are specific to Waldorf Schools and all are provided by the school as part of the materials fee.



UNIFORMS

We use 100% cotton uniforms, which are for sale in the school office. The school T-shirt is mandatory during school hours

ABOUT TECHNOLOGY

We strongly encourage parents to limit access to electronic devices as much as possible. Essentially, we recommend avoiding early exposure to such technologies. As children progress to the higher grades, we understand that removing the media completely is not practical and some exposure is expected, but the time of use and the content of the material should still be limited to the appropriate age. At school, we have a policy of non-technology on the grounds around children and on the bus. For adults, phone and device use is limited to the parking area, office, or teacher's lounge. For assemblies, no recording or use of the phone is allowed.

For larger events and assemblies, PWS will coordinate with specific parents to record and provide a way to access videos and images for all parents. We want everyone to enjoy the live performances and actually be present, rather than through a screen.



WHAT TO BRING

At our school, we privilege outdoor activities and we believe that any climate is an opportunity to create and play, as long as we have the right clothes. Children should bring the following items labeled with their names to school:

- ~A complete change of clothes
- ~Towel
- ~Hat
- ~Rain boots
- ~Rain jacket
- ~Water bottle or thermos flask
- ~Toothbrush and toothpaste (fluoride free)
- ~Sunscreen
- ~Mosquito repellent
- ~Healthy snack and lunch



A healthy, nutritional diet supports children's physical well-being and directly affects their behavior and ability to concentrate. Mealtime is a wonderful opportunity to engage in social behavior, learn to share and show willingness, as children are responsible for serving and cleaning up.

Be sure the school office is aware of any allergies or dietary restrictions your child may have.

PAYMENT POLICIES AND PROCEDURES

PAYMENT POLICIES

There are two options for the frequency of tuition payments:

~Annual: due July 1st

~Monthly: Monthly tuition payments are to be cleared in advance before the 1st of each month (10 months)

- If the Family is late in paying tuition a reminder email will be sent two days after the 1st.
- If there is no response within two days the office will call the family.
- If the payment is still not cleared, by the end of the week the payment will be automatically charged to the credit card provided by the family.
- If the credit card is rejected the student will not be allowed to attend school. (The school will reserve the right for admission)
- All payments are non-refundable and non-transferable.
- Payment of full monthly tuition and all initial fees are mandatory to all families.
- All PWS families agree to pay all initial fees (tuition, materials, lunch, INS insurance and new student policy).

Please do not request exceptions to this policy, as this is standard practice in most private schools.

PAYMENT POLICIES AND PROCEDURES

PAYMENT OPTIONS

- Cash: Please bring cash payments directly to the office.
- Credit Cards: If you are paying by credit card, let us know and we will send you the email containing a link to pay online.
- Local bank transfers.
- International wire transfers: You must add \$20 to your total since the Costa Rican bank takes this amount as a fee.

When making a payment, be sure to send a proof of payment to accounting@waldorf.cr with the student's name and last name.

Thank you very much for your support and prompt payment.

PAYMENT POLICIES AND PROCEDURES

PAYMENT OPTIONS

- Partial year registrations of 4 months or less commit to pay in full tuition, materials, INS (child insurance) and new student and admission fees (the latter two where applicable) and monthly fees for the entire period to which they commit.
- Partial year enrollments for more than 4 months are committed to paying 10 months of tuition and all initial fees.

In an effort to protect the daily rhythm of each group, a core value in Waldorf education, PWS limits the admission of partial year enrollments.



PAYMENT POLICIES AND PROCEDURES

BANK ACCOUNT DETAILS

Bank account BAC San Jose

CCKR School S.A

Tax identification number (Cédula jurídica): 3-101-820345

USD account # IBAN: CR17010200009476878779

Client account: 9476878779



SCHOOL HOURS

- Prekindergarten, kindergarten and first grade:
 - Attends from 8 a.m. - 1 p.m.
 - We have extended hours until 2:15 p.m. (are available for an additional fee)
- Second, Third, Fourth and Fifth Grades:
 - Attends from 8 a.m. - 2:15 p.m.
 - Students who arrive before 8 a.m. must be supervised by their parents until 8 a.m. when the school day begins.
- After school parents are expected to pick up their children at 2:15 pm. sharp.
- Children, especially the youngest ones, cannot be left unsupervised after school hours and PWS does not have the staff to provide this supervision.

- In case you are late:
 - Call the school to inform us of the situation.
 - Try to make other arrangements for your children's transportation.
 - Let the school know who the children will be going home with and, if no other arrangements can be made, what time they will be arriving.

STAYING HOME

WHEN IS IT BEST FOR YOUR CHILD TO STAY HOME?

If your child has any of the following symptoms, please keep him/her home.

- Eyes: thick mucus or pus draining from the eye or pink eye with conjunctivitis (pink eye) you may see a white or yellow discharge, tangled eyelids after sleep, eye pain and/or redness.
- Fever: temperature of 100° Fahrenheit or more. Remember that a child must be fever-free for 24 hours before returning to school.
- Strep throat: A child can return to school after 24 hours without symptoms.
- Vomiting or diarrhea: vomiting or diarrhea two (2) or more times in the last 24 hours.
- Lice or Scabies: Children cannot return to school until they have been treated and are free of lice and nits (eggs).

If you are unsure of the need to keep your child home, do not hesitate to contact the teacher.

If symptoms occur during school hours, the teacher will be the person who determines if the child needs to go home.

The student will be directed to the office and our office team will contact the parents to inform them that the child must be picked up. For their own comfort and everyone's safety, sick children should be picked up as soon as possible.

FAMILIES INVOLVEMENT

WE CELEBRATE MANY EVENTS DURING THE YEAR THAT ARE GREAT OPPORTUNITIES TO STAY INVOLVED.

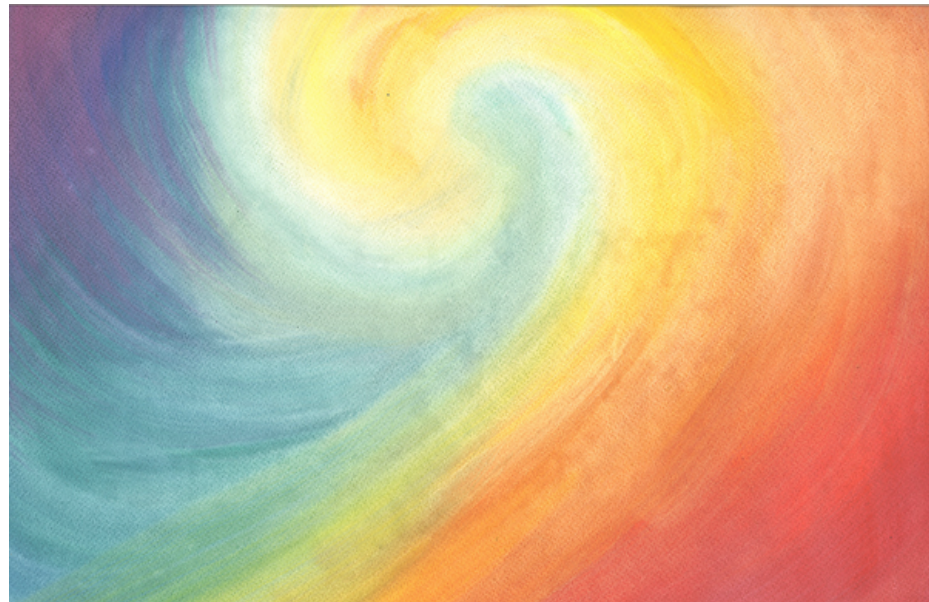
- Once each trimester, parents are invited to pedagogical meetings. This is an opportunity for teachers and parents to meet and discuss school and home issues relevant to the child's development in the classroom. It also gives parents the opportunity to explore learning programs and learn about their child's developmental stages.
- Attending and actively participating in the many festivals is a great way to learn about what your child is excited about and connect with other families. These festivals require a great deal of time and preparation, the time you can dedicate to helping is truly appreciated.
- Joining our crafts workshops is a great way to get involved while learning something new.



FAMILIES INVOLVEMENT

VOLUNTEER PROGRAM

PWS is a school community. Families of our students are expected to get involved in the volunteer program to collaborate and together make a positive change in the children and the school. We kindly ask all families to donate 20 hours of volunteer work per school year, per family. Volunteer opportunities will be announced in due course throughout the year.



COMMUNICATE WITH PWS

COMMUNICATION FAMILY-SCHOOL

Team and contact information	Detail
<p>Office</p> <p>info@waldorf.cr</p> <p>WhatsApp and phone calls</p> <p>+506 87626927</p>	<ul style="list-style-type: none">- To notify the school when children won't attend classes- To notify early dismissals or late arrivals- To authorize an unusual person to pick up children- To send last minute messages to children and teachers- For questions or concerns
<p>Accounting</p> <p>accounting@waldorf.cr</p>	<ul style="list-style-type: none">- For parents to send proof of payments and/or to address issues directly related to this department.

COMMUNICATE WITH PWS

COMMUNICATION FAMILY-SCHOOL

Team and contact information	Detail
<p>Teachers</p> <p>Email address of each teacher</p> <p>@waldorf.cr</p>	<ul style="list-style-type: none">- To discuss private matters related to the students- Please send messages only within school hours, and allow up to 24 hours to get a reply. If its a time sensitive matter, please notify GWS office.

COMMUNICATION PWS COMMUNITY

<p>Pacific Waldorf community (Whatsapp group chat)</p>	<p>For families and staff to be connected, local info, tips, etc.</p>
--	---

COMMUNICATE WITH PWS

COMMUNICATION FAMILY-SCHOOL

Contact information	Detail
<p>PWS Notifications (Whatsapp group chat)</p>	<p>By this means the school sends notifications, reminders, invitations and important information to the families. This group does not take replies from the participants. To get back to message, contact the office directly.</p>
<p>Group chat per grade (Whatsapp)</p>	<p>Used by the office and teachers to send notifications, reminders, invitations and important information concerning to a particular group. This group does not take replies from the participants. Please reply to these with a private message to the teacher or office.</p>

Receive the children in reverence,
educate them in love,
and send them forth in freedom

Rudolf Steiner

