



**SELA**

The International Private School

# What to Expect for Summer 2024!

## Enrich your child's world this summer with STEAM & Language Immersion!

### *A summer adventure for ages 3 months – 10 years!*

SELA's Summer Program is full Spanish immersion, designed to engage children with or without prior language exposure! This educational experience is based on the STEAM approach to learning, grounded in Science, Technology, Engineering, Art, and Mathematics. Each week children will learn and play, guided by a weekly theme. Themes are the same for all ages, but the depth of the projects varies greatly by age group. Our award-winning Summer Program offers full and part time schedules, with flexible day options!



*Foreign Language & Cultural Immersion Summer Camp  
Academic Summer Camp  
Preschool Age Summer Camp*





# WELCOME!

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## Welcome To SELA's 2024 Summer Program!

This packet contains all the details you will need for your child to enjoy their time with us.

### You're Invited!

Parent Summer Info Night!

**When:** Thursday, May 16<sup>th</sup>

**Norwell:** 137 Washington St Norwell, MA at 5:00-5:45p

**Hingham:** 75 Sgt. William B Terry Drive Hingham, MA at 6:30-7:15p

**RSVP** [HERE](#) to let us know you can make it!

During this informational evening, we will review some of the most frequently asked questions we typically receive leading up to the summer, while also providing a great opportunity to meet all our administrative staff members who are here for any questions that may come up throughout the summer. Please do not hesitate to reach out whenever these questions may arise!

## Who to Contact

**General Phone Line:** 781-741-5454

**Admissions Director:** Alex Perry, admissions@suescuela.com ext 603#

**Admissions Asst:** Sharlene Foley, admissionsassistant@suescuela.com ext 708#

**Billing:** Gabriela Hagerty, accounting@suesucela.com ext 604#

**Summer Coordinator:** Coni Paredes, afterschool@suescuela.com, ext 619#

**Behavioral Specialist:** Elizabeth Anabel, elizabethanabel@suescuela.com, ext 614#

### Hingham

**General Phone Line:** 781-741-5454

**Director:**

Rachael Mayer, EGEdirector@suescuela.com, ext 607#

**Asst. Director:**

Lesly Madden, EGEassistantdirector@suescuela.com, ext 606#

**Asst Director:**

Elizabeth Anabel, elizabethanabel@suescuela.com, ext 614#

**Nurse:**

Priscilla Anderson, ege.nurse@suescuela.com, ext 625#

### Norwell

**General Phone Line:** 781-741-5454

**Director:**

Stacy Dooley, egenorwelldirector@suescuela.com, ext 706#

**Asst. Director:**

Eva Rios, egenorwellassistantdirector@suescuela.com, ext 707#

**Nurse:**

Gernelly Alba Torres, ege.nursenorwell@suescuela.com, ext 710#



# Summer 2024 Overview

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*'An exploration of the world around us'*



This year, SELA focuses on the theme "Introducing Ecology" to provide new and intriguing ecological topics to our students. We will delve into subjects over the summer that will give students a means of investigation, experimentation, and understanding of the ecosystem and our students' place within it. While being fully immersed in Spanish, children are continually engaged through SELA's stimulating curriculum. SELA's small class sizes allow our teachers to inspire the joy of learning, through stimulating and engaging activities.

Children are given the opportunity to explore and learn about the world around them. Students in our summer program will be exposed to engineering, math, science, art, and technology, through experiments and creative activities. Additionally, students in our older programs, Explorers and Adventures, are given access to age-appropriate digital materials to further enhance their learning, such as access to the SCRATCH lab and the use of microscopes. Integrating our students with technology at a young age provides them with an advantage in our technology-based world.

Our summer program aims to use children's natural curiosity so that they can get closer to these small living beings: plants, vegetables, and invertebrate animals, gradually exposing them to a more investigative learning approach. Here at SELA, we find that the more hands-on our students are, the more engaged they are with the materials.

Come meet and discover new living beings that are part of the ecosystem and the world that is right under our feet! Our age groups of 3 months to 10 years old will find these activities to be captivating and interesting. Through the summer, projects will awaken, develop, and strengthen their skills in science. SELA's curriculum will spark curiosity, embrace empathy, encourage teamwork, and build a conscious relationship with the natural environment and everything that surrounds it. We cannot wait to see what our students will create this summer!





# WEEKLY THEMES & DATES

## THE PLANT KINGDOM

Week 1: June 10– June 14 & Week 2: June 17 – June 21

**Objective** - *Making new friends: plants & flowers!*

**Jr Explorers** Students will become hands-on this week! They will start exploring the ground, learning about seed sizes, and experimenting with plants and flowers. We find that the more hands-on our students are, the more fun and engaged they are, so expect a lot of watercolor art of plants and flowers from your children these weeks!

**Explorers & Adventurers** Students will be introduced to new scientific vocabulary words and explore our natural habitat. They will also learn about various plants, flowers, and trees to learn about their functions. Students will increase their knowledge of our ecosystems by learning how to build and operate their very own greenhouse! Building on our students' foundation of plants and vegetables, students will analyze them and compare them with other plants and vegetables. Watching how the plants grow and progress throughout the week will help them learn so much while inspiring their love and appreciation of nature.



## THE HARVEST

Week 3: June 24 – June 28 & Week 4: July 1 – July 5

**Objective** - *Earth, sand, water, leaves, planting a garden, and exploring the harvest!*

**Jr Explorers** Students will interact with plants and flowers! Learning about the relationship between these plants and flowers and the resources they need to thrive, such as the sun and water. The best way for students to learn about this is to take care of a garden! Hands-on activities in the garden will teach our students the necessities of plants and flowers, as well as their colors, leaf shapes, and the different parts of the plants.

**Explorers & Adventurers** Students will be responsible for taking care of their plants in the garden. This includes watering them and going outside to check on their progress. They will fill out checklists that will keep track of irrigation times so their plants do not get too much water. As the week progresses, students will make sketches of their plants, and learn how to differentiate between them, such as what their leaves look like and their different seed shapes. Students will also start to learn about hydroponic crops through some simple experiments.



## INSECT CLUB

Week 5: July 8 – July 12 & Week 6: July 15 – July 19

**Objective** - *The wonderful world of ants, bees, ladybugs, and more!*

**Jr Explorers** Students will learn all about bugs! Week 5 is going to be all about ants. Students will learn about where ants live, what they eat, and all about anthills. In Week 6 students will switch gears and learn all about ladybugs, bees, ants, and more. Students will discover their colors, where they live, and what they eat. Students will have the opportunity to recreate these animals while simultaneously learning all about their world!

**Explorers & Adventurers** Students will learn about the habitats and organizational structures of ants and bees so they can understand them with a more scientific context. SELA students will explore their natural environment to seek out anthills or places where bees would live, and then draw their habitats and compare beehives and anthills. Students will learn to compare these organisms while collaborating with their fellow students.





## WEEKLY THEMES & DATES CONT.

### DINOSAURS: REPTILES & BIRDS

Week 7: July 22 – July 26 & Week 8: July 29 – Aug 2

**Objective** - Meet the dinosaurs and explore reptiles and birds!

**Jr Explorers** Students will learn all about lizards, including what they eat, where they live, and how they move! Students will then craft lizard habitats and even create their own lizards out of different materials! Their lizards will be crafted with different colors and textures! During this week, students will also craft habitats for birds and other flying organisms. Students will learn to identify the sounds that these birds make, and they will take trips outside. We will learn to look at and identify some birds in our local ecosystem!

**Explorers & Adventurers** will focus on dinosaurs and their close relatives in the lizard family. Our students will discover what makes a reptile a reptile, and learn more about them, such as their life cycle, parts of the body, what they eat, where they live, and their role within the ecosystem. Along with learning about lizards' students will also learn about birds! Students will discover which birds are a part of our ecosystems and even receive some visits from our feathered friends!



### FOOTPRINTS & FOSSILS

Week 9: Aug 5 – Aug 9

**Objective** - Becoming paleontologists: exploring ancient bones and footprints!

**Jr Explorers** Students will learn to recognize all types of animal footprints. SELA students will learn how to identify these footprints and match them to the correct animal. Students will also get to discover their own fossils hidden in the dirt and sand! Once they have discovered these fossils, they will get to make their own fossils out of clay and compare them with their classmates!

**Explorers & Adventurers** Students will learn all about fossils! Students will ask questions and learn about fossils, such as what they are, how they are made, who discovers them, and how they are unearthed. Students will then get to go out as paleontologists to explore and uncover their very own fossils. Once they find their fossils, they will analyze them, looking at qualities such as their shapes and colors, and then further their learning by raising hypotheses about which living beings they could belong to. They will then be able to create their own fossils out of clay!



### REDUCE, REUSE, RECYCLE

Week 10: Aug 12 – Aug 16 & Week 11: Aug 19 – Aug 23

**Objective** - Explore new uses for ordinary things by turning them into art, instruments, and more!

**Jr Explorers** Students will learn all about the importance of recycling! SELA students will continue to grow their knowledge about why recycling is important and how we can use recycled materials to better our environment. In our classrooms, we will have designated spaces for recycling, and then they will learn how to reuse materials by using them to construct their own musical instruments! Our students will further develop their engineering skills by discovering many new ways to reuse cardboard boxes. This week, multiple crafts will revolve around using our recycled materials and other materials, such as paint and accessories!

**Explorers & Adventurers** Students learn about the importance of recycling and why it is important to help the environment. Students will help create a toy store that is made of recycled resources. Students will be able to use their creativity to imagine their own concepts of toys and make them a reality. Through this process, students will learn about the principles of coexistence with the environment and develop ecological awareness.





# HOURS AND DAILY SCHEDULES

## SUMMER PROGRAM HOURS

SELA opens at 7:00 AM and closes at 6:00 PM from Monday – Friday

Half Day: 8:30 AM - 1:15 PM

Full Day: 8:30 AM - 3:15 PM

AM Extended: 7:00 AM - 8:29 AM

PM Extended: 3:16 PM - 6:00 PM

\*SELA is closed June 19<sup>th</sup>, July 4<sup>th</sup>, Aug 26<sup>th</sup>-30<sup>th</sup>, Sept 2<sup>nd</sup> & 3<sup>rd</sup>



## DAILY SCHEDULES

Below is a general classroom daily routine during the summer program.

Please note that routines vary from class to class and that the Infant classrooms in particular operate on individualized schedules per student as provided by parents.

7:00-8:29 AM Extended

- Breakfast (provided by parent) served between 7:00-8:00 am (please inform SELA staff if your child needs breakfast in the morning upon arrival. Breakfast will not be served after 8:00 am)
- Individual STEAM activities and/or group project

8:30-8:45 Student Arrival

8:45-1:00

- Morning Circle Time/Group Welcome Activities
- 9:30am AM Snack
- STEAM curriculum activities (2-4 per day)
- Playground/Gym time
- 12:00pm Lunch
- Reading/Story Time
- 1:00-1:15 Dismissal

12:30-2:30 Nap/Quiet Time

- Nap and/or quiet STEAM activities for non-nappers
- 2:55-3:15 Dismissal

2:55-3:15 Student Dismissal

3:16-6:00 PM Extended

- 3:30pm PM Snack
- Playground/Gym time
- Individual STEAM activities and/or group project





## GENERAL INFO & DAILY SUPPLY

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### Learning Environment

Our Summer Program takes place in both indoor and outdoor environments. Please remember to send students dressed appropriately for the weather. Short-sleeved t-shirts and shorts with socks and sneakers or close-toed shoes are appropriate - please NO flip flops as they do not offer adequate protection for outside play.

Our daily curriculum will include various water based activities in the park. Please **do not** send bathing suits or towels, as they will not be needed. However, we ask that every student have a full change of clothes on-site in the event of excessively wet clothing. Teachers will apply sunscreen before outdoor activities, so please be sure to fill out and sign the sunscreen consent form.

### First Day Supply List — All Students

Please send the following items in with your child on their first day of the program. Your child's supplies will remain in their classroom until their last day. We kindly ask that you bring these items in a paper or plastic disposable/recyclable bag - please do not send them in a reusable bag. **Parents must label all personal belongings for their children**, including all clothing, hats, lunch boxes, drink containers, etc.

- Hat for outdoor play which will remain at SELA, teachers will keep these in their cubby to be used during their time in our Summer Program.
- Sunscreen \*ONLY if you've opted out of SELA's communal sunscreen offering during registration.
- Please provide 3 complete changes of clothing including: shorts, shirt, shoes, socks, and underwear labeled in a Ziplock bag. Remember to replenish as needed if wet/soiled clothing gets sent home, as to ensure they have extra when needed. Even if your child is potty trained, it is good to have extra clothes on hand.
- If your child wears diapers or pull-ups, please send a full sleeve of diapers, along with 2 packs of wipes, and diaper cream (if needed) for changing. Staff will inform you through the Brightwheel App when your supply runs low.

### Daily Supply List — All Students

The following items will be used by your child each day. Parents **must label all personal belongings for their children**, including all clothing, hats, lunch boxes, backpack, drink containers, etc.

- Lunchbox containing morning snack and lunch (peanut/tree nut free), with utensils and a napkin.
- A full water bottle
- Sneakers or closed-toe sandals, please NO flip-flops
- \*\* Please note for students who nap, SELA provides a cot sheet and blanket, and a crib sheet and sleep sack for infants - please do not send these items in from home.

### Supply List — Students Attending Extended Day (7:00-8:30 AM or 3:15-6:00 pm)

- Breakfast for AM Extended (between 7:00-8:00 am) and/or an Afternoon snack for PM Extended (between 3:30-4:30 pm)



## BRIGHTWHEEL – HOW TO GUIDE

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### Learn About Brightwheel!

If you are a current family with SELA, you know that we love using Brightwheel. If you are a new family with us this year, let us introduce you to Brightwheel! Brightwheel is an app that you can download on your phone.

SELA is using Brightwheel for:

1. Arrival & Dismissal permissions
2. Alerts from SELA
3. Pictures and videos
4. Daily Reports for Infants/Toddlers
5. Naptime/potty training updates for Preschool
6. **IMPORTANT NOTE:** SELA is NOT using Brightwheel's billing feature. Please disregard this feature.

**Easy Initial Setup:** See a full video tutorial [HERE!](#)

1. When you receive an invitation via email or text, please create a free parent account using either the web or mobile app. Make sure to use the same email address or cell phone number that the invitation was sent to.
2. Set your account preferences. You can adjust your notification preferences within your profile settings on the app.

**Add Details to Your Child's Profile:**

1. You will see your child's profile after you create an account - you can confirm information such as birthdays, allergies, and additional contacts (see below for dismissal permission). If you do not see your child's profile, please contact us with the email address or phone number you used to sign up.
2. Please be sure to add a photo of yourself and your child(ren).

## STUDENT ARRIVAL & DISMISSAL PROCEDURES

SELA has developed procedures to ensure the utmost safety for our students and families during Arrival and Dismissal times and requests your patience, consideration, and cooperation. Here at SELA, we know safety and efficiency are critical to a smooth child arrival and dismissal.

Review NORWELL's Arrival/Dismissal Procedure [HERE](#)

NORWELL



Review HINGHAM's Arrival/Dismissal Procedure [HERE](#)

HINGHAM



### Late Pick-Up Charges:

- SELA's hours of operation are 7:00 AM – 6:00 PM and has designated dismissal times at 1:00pm and 3:00pm. Students should be picked up promptly at their scheduled dismissal time. A late pick-up fee is assessed as soon as dismissal times end for ALL grade levels. Any student not picked up within that time frame will be considered a "late pick up" and will be taken to the front office.
- Parents arriving after their child's designated dismissal time ends will be charged \$20 per hour. For students that are picked up more than 5 minutes late, 2 or more times in one month, their late fee will increase to \$30 per half hour.
- For students that are picked up late 4 or more times in one month, SELA will review your family's specific late pick-up fees.
- For students enrolled in the PM Extended program, the latest dismissal time is 6:00 PM sharp, when the school closes for the day. Please allow enough time to arrive at SELA, pick up your child, and leave by closing time. Families of students dismissed after 6:00PM will be charged \$5 per minute for the first 10 minutes. After 10 minutes, parents will be charged a flat rate of \$60 per half hour. For PM extended students that are consistently picked up after 6:00pm, SELA reserves the right to remove PM extended from the child's schedule.





## IMPORTANT REMINDERS & POLICIES

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### ALLERGEN STATEMENT

SELA is a peanut and tree nut-free facility to protect our students who may have these allergies. Please check all labels carefully to ensure they do not contain these or were not manufactured in a peanut/tree nut facility. If your child arrives with a snack containing or being processed in a facility with peanuts or tree nuts, we will call home or send a note in Brightwheel. If you have given SELA permission to offer an alternative snack, we will do so.

If you need suggestions on tree-nut-free snacks, just ask! We're glad to help! Suggestions can also be found on our Parent Resource page [HERE](#).

### Registration and Cancellation Policy

Please note that your child will not be able to begin the Summer Program until all of the required documents and your full payment are received. The deposit and/or any tuition payments are not refunded upon voluntary termination of enrollment. If a child is removed from the Summer Program for any reason, any tuition that has been paid up to that point is non-refundable. SELA reserves the right to terminate this agreement if we determine that SELA is not the right program for the student. If this is the case, written notice will be given to the Parent/Guardian and a portion of the tuition may be refunded as decided by SELA.

### Health Policy

Please see our full Health Policy updated regularly on the website, [HERE](#), which outlines procedures for any student who becomes ill while at SELA. If your child will be absent, please send a note through Brightwheel or email the director.

### Additional Required Documents

- All students - Up to date (within 1 year) Physical Exam with lead test and immunizations emailed to [selanurse@suescuola.com](mailto:selanurse@suescuola.com)
- Students with Allergies/Asthma - Action Plans with an Epi Pen or Inhaler from a Doctor, emailed to [selanurse@suescuola.com](mailto:selanurse@suescuola.com)



### Student Belongings

- Label all your children's belongings before sending them to SELA. (Tupperware, hats, drinks, etc.)
- SELA provides its students with blankets for nap times, so there is no need to send these in.
- Please make sure that your children do not bring toys or other personal items, so they do not become damaged or lost.
- SELA has a lost and found at the front door for any items that are not labeled with a name. Parents are welcome to come in and check for any missing items. Any unclaimed items will be donated September 1.



## SUMMER STUDENT TRANSITION

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### Is your child new to SELA this Summer?

This is an exciting time! We have new students begin over the summer at all ages every year. For many SELA students, this has been their first exposure to a second language. Our teachers love to have new students integrate into their classes.

*Ways to support your child during their transition to this new environment.*

- Talk to them about how exciting it is to go to a new school to play, meet new friends, and teachers, and do projects.
- Talk to them about learning a new language and how they can always ask their teacher if they need anything at all.
- Listen to some of the common songs SELA uses in the classes [HERE](#)
- Stay in contact with your child's teacher through Brightwheel by sending notes or questions.
- Reach out to the administrative staff with any other questions or concerns that may come up.
- Make sure you download the Brightwheel app to stay in contact with your child's teacher and receive fun pictures and videos throughout the day!

*How SELA supports new students:*

- Our main priority for a new student is to ensure that the child feels safe, happy, and comfortable in their new environment. With lots of extra hugs, teachers work to provide emotional support by acknowledging their feelings and helping them talk through and express how they are feeling.
- During their first few days we work to help students learn to recognize their teachers & classmates, learning their names, and making friends.
- Teachers work to provide consistency and help them to learn the class routine, while remaining flexible to ensure their needs are met.
- As they settle into class, teachers encourage them to engage more in the activities, sing the songs, play games, etc.

### Is your child a current student continuing for the summer?

We are so excited to have them over the summer as well! While your child is already a current student, sometimes there is still a bit of a transition into the Summer, as some aspects are a bit different. It will be important to keep in mind the following:

- Is your child transitioning into the next age group? For example, moving from a Toddler to a Preschool room? Keep in mind that the student-teacher ratios are different by age group and the daily routines may vary slightly.
- Your child will likely not be in the same classroom or with the same teacher as they are during the school year as we use fewer classes for the summer and many of our staff take vacation during this time.
- Due to varying schedules, students may not be with all of their same classmates, but we will ensure there are familiar faces!

## PRIOR TO YOUR CHILD'S FIRST DAY

To help support a smooth start to the Summer Program, please ensure you have completed the following:

1. Download Brightwheel App, add anyone who will be helping with Pick up/Drop off as an "approved pickup" to your child's (each individual child's) profile in the App.
2. Attend the Parent Info Night if you're curious about what to expect. RSVP [HERE](#)
3. Review SELA's health policies for reference, [HERE](#).
4. Check out some of SELA's Parent Resources on the website [HERE](#).
5. If your child is nervous, reach out to Admissions to schedule a time for them to visit the school and become comfortable in the space.
6. Reach out to a member of admin should you have any final questions before the first day.

## We look forward to seeing you soon!