



Nutrien
WONDERHUB

Wonderhub Preschool

Caregiver Information Package
2025-2026

updated on: May 13, 2025

Dear Families,

Welcome to Nutrien Wonderhub's Preschool Program! We're so excited to welcome you to preschool. To help you and your children prepare, please read through the following information carefully.

The philosophies, policies and procedures that follow are intended to give you an overview of what to expect from our staff and management team while your child is entrusted in our care.

If you have any questions, comments, or concerns please do not hesitate to contact us. We look forward to meeting you soon!

Sincerely,

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Nutrien Wonderhub
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Program Philosophy

Wonderhub provides a perfect venue for a child-led and play based learning preschool program. While at Wonderhub Preschool, children will explore our hands-on exhibits, participate in outdoor play and exploration, participate in play-based literacy and numeracy activities, and have opportunities to dive into STEAM learning with our preschool leaders.

At Wonderhub Preschool, we are committed to creating a safe and inclusive space for all children. We value diverse perspectives and experiences. We believe that children are natural explorers and learners, driven by their innate curiosity and creativity. Our philosophy centers around child-led and play-based learning, where children are seen as capable, and each child's interests and questions are valued and explored. By fostering an environment that is flexible and responsive, we encourage children to embrace discovery and inquiry through play. Our goal is to cultivate each child's curiosity and sense of wonder, fostering a love of learning. We believe play is an essential component of a preschool program, serving as a foundation for critical thinking, problem solving, and social skill development. Using the museum as our classroom, our program will build in learning through play to develop these essential skills.

Hours & Dates

Monday, Wednesday, alternate Fridays

Preschool hours: 9:00 - 11:45 AM OR 1:00 - 3:45 PM

Drop-off and pick-up: up to 10 minutes before start time and after end time

Dates: September 15, 2025 - June 26, 2026

Program follows the Saskatoon Public School Division Calendar - no program on STAT holidays, PD Days, or December, February or April Breaks.

Tuesday, Thursday, alternate Fridays

Preschool hours: 9:00 - 11:45 AM OR 1:00 - 3:45 PM

Pick-up and drop-off: up to 10 minutes before start time and after end time

Dates: September 16, 2025 - June 26, 2025

Program follows the Saskatoon Public School Division Calendar - no program on STAT holidays, PD Days, or December, February or April Breaks.

Contact Information

Main office line: (306) 249-3574

Preschool leaders' phone: (306) 371-3033

This phone is available to call or text during preschool hours

Email: preschool@wonderhub.ca

Drop-Off and Pick-Up Procedures

Parents/guardians are required to sign preschoolers in and out. As part of registration, parents/guardians listed the names of any additional people authorized to pick up their child. Children will not be released to anyone not listed without a written or verbal confirmation from their primary caregiver. Only the main contact(s) on the registration form may add or remove names to the authorized pick-up list.

Morning programs: Preschool programming runs from 9:00 – 11:45 AM. Drop-off is available up to 10 minutes before start time, and pick-up is available up to 10 minutes after end time.

Afternoon programs: Preschool programming runs from 1:00 – 3:45 PM. Drop-off is available up to 10 minutes before start time, and pick-up is available up to 10 minutes after end time.

Monday Drop-Off Procedure

On Mondays, when the museum is closed to the public, a preschool staff member will meet preschool families at the front entrance as the main doors will be locked. Please leave winter boots, outdoor shoes, and coats in the designated area and change into indoor shoes for preschool.

Tuesday-Friday Drop-Off Procedure

On Tuesday through Friday mornings the museum is open to the public. Preschool families should enter the museum through the main doors and identify themselves at the registration desk as preschoolers. Our preschool base is in the “Green Birthday Party Room.” Caregivers can bring their children up to the room by the stairs or elevators. Please leave winter boots, outdoor shoes, and coats in the designated area and change into indoor shoes for preschool.

Monday-Friday Pick-Up Procedure

Each morning, pick-up will occur outdoors in the walled garden. This is on the south side of the building, next to the former Civic Conservatory. Preschool leaders will help children gather their belongings, coats, outdoor shoes, and meet parents/caregivers outdoors. Spending time outdoors each day is an integral part of our preschool philosophy, and an outdoor pick-up helps to facilitate our outdoor play time. Should inclement weather not allow us to be outdoors at pick-up, parents and caregivers should enter the main lobby and our staff will let you know where to find the group.

Late Drop-Off

Should your child be arriving after 9:05 AM, please call or text the preschool phone number at (306) 371-3033 to let our team know. When arriving, you will sign your child in at the front desk, and our staff will direct you to the preschool group.

Early Pick-Up

If your child must be picked up early, please notify the Preschool Leaders in advance when possible. Preschool Leaders will arrange for one staff member to accompany the child to the lobby for pick-up.

Late Pick-Up

A late fee will be charged for preschoolers who are picked-up late. If a parent/caregiver is late and Wonderhub staff have not heard from the parent/caregiver, they will call the phone number(s) provided. If they are unable to reach the primary pick-up contacts, they will call the other numbers, including emergency contacts. Preschool staff will continue supervising and caring for the child until their parent/caregiver or emergency contact arrives.

Late Fees

A late fee will be charged for any preschoolers who are picked up late. The following fees apply: For pick-ups up to 15 minutes late, a \$10 charge will be added. For each minute past the first 15 minutes, a \$1 charge will be added.

Daily Rhythm

At Wonderhub Preschool, we keep a daily rhythm rather than a set, time-bound schedule. A rhythm means that we follow a similar sequence of activities each day and allow shorter or longer timeframes depending on the group's collective and individual needs. This allows for building routines while being responsive and flexible in following the children's interests and ideas.

1. **Drop-off** inside Wonderhub.
2. **Soft Landing** – Children will participate in playful activities designed to gently welcome them to the space and day.
3. **Morning Greeting** - We will gather to greet each other and the day and prepare for our adventure.
4. **Museum Exploration, Process-Based Artwork, or Early Numeracy/Literacy Centres**
5. **Snack and Storytime**
6. **Outdoor Play and Exploration**
7. **Pick-up** outside Wonderhub in the walled garden, or in the lobby during inclement weather

Fees Policies

Registration fee

Registration fee is \$150. This fee is due upon registration and is non-refundable.

Monthly tuition fees

Monthly tuition fees are \$275 per month for all cohorts. One month's tuition is required in advance to confirm your registration. Tuition will be due during the first week of each month and can be paid by credit card, e-transfer, cheque, or cash.

Monthly fees are set based on the average number of classes per month and remain standard for each month of the preschool term (September 2025 -June 2026) regardless of days off for stat or school holidays. Fees are due in the first week of each month.

Late payment – For tuition fees overdue by more than 7 days, a penalty of \$50 shall apply.

Cancellation of contract – Wonderhub requires a minimum of one months' notice to cancel your preschool payment contract. Please see your payment contract for detailed information.

Refunds are not offered for child's illness, vacation, or other absence from preschool. Refunds are also not offered for circumstances outside of our control, such as power or water outages, building closure, or staff illness. At Wonderhub's discretion, a make-up day may be offered should an unforeseen circumstance arise which results in a class cancellation.

Caregiver Engagement and Communication

Open communication is central to our preschool model. Preschool leaders will connect with caregivers regularly regarding their child's development, behavior, and activities. Preschool leaders are available during pick-up and drop-off windows. If more time is required to discuss, we ask that you book a meeting with us. We will send out regular email updates about preschool activities and learning, including photos when possible. Photos will not be shared publicly or posted without a signed media release form.

Required Supplies

Please send your child to preschool each day in clothes that are suitable for play! Expect that they will get messy when engaged in outdoor and creative play in our program.

Each child should bring to leave at Wonderhub:

- A pair of indoor running shoes. No sandals, flipflops, or crocs please.
- A full set of extra clothing (including socks and underwear) in a labelled ziploc bag
- A water bottle

Daily, each child should bring or wear:

- A small, nut-free snack
- Outdoor clothing suitable for the weather conditions (see below)
 - **Warm weather wear includes:**
 - T-shirt or long sleeve shirt
 - Light pants or shorts
 - Socks and outdoor running shoes. No sandals, flipflops or crocs, please.
 - Sun hat
 - Sunglasses (optional)
 - **Rainy/Wet weather wear includes:**
 - Base layer
 - Mid warm layer (pack in backpack as required)
 - Outer waterproof layer – rain jacket and pants
 - Rubber boots or waterproof shoes
 - **Warm weather wear includes:**
 - Base layer
 - Warm mid layer
 - Extra warm layer
 - Outer waterproof layer – snow jacket and pants, or 1-piece snowsuit
 - Warm winter boots
 - Mittens
 - Toque
 - Buff or neck warmer. No scarves, please.
 - Extra pair of mittens, extra toque

We ask that toys from home stay at home as these are likely to become lost in our busy museum spaces. We do make an exception for items such as a stuffy or blanket from home that may provide comfort for your child if they are feeling nervous or in need of that extra support.

Sunscreen and Insect Repellent

During the spring and summer months, please pre-apply sunscreen and bug spray before your child arrives at preschool. We ask that you do not send extra sunscreen and bug spray bottles with your child. Instead, if you have forgotten to apply sunscreen or bug spray, you will be welcome to use one of the bottles kept at our location. Preschool leaders can help children apply or reapply sunscreen and insect repellent at your request.

Food and Snacks

We will require that each child washes their hands at the sink with soap and water prior to eating. Should snack take place outside where no access to a sink is available, our leaders will assist children to use hand sanitizer prior to eating their snack.

Please pack a small snack or two for your child to eat during the day. Please ensure it is something they are able to open and eat on their own. Please send nut-free snacks for the collective health and safety of the group. If other allergies exist, we may send specific updates to classes if other items need to be removed from snack to protect those with allergies

On occasion as part of our curriculum, the preschool may prepare and serve a small snack. We ask that you indicate any allergies and dietary restrictions upon registration. We will communicate in advance about the item(s) to be served. If you have any concerns about food being served, please let us know.

Allergies, Illness, and Medications

Please ensure you have identified any allergies and medical conditions on your registration form. If your child carries an Epi-Pen, Benedryl, asthma inhaler or other emergency medication, please ensure you have shared this information. Emergency medications for asthma or allergies will be kept with the child at all times. You may choose to send this in a waist pack, or let the preschool leaders know and they will pack it in the safety bag. The medication will accompany your child into the museum and outside so it is available in the event it is needed.

For all other medications, please try to administer it prior to preschool when possible. If it must be taken during the day, a separate medication form will be required to be completed stating the full details and instructions for the medication.

If a child becomes ill while at preschool, they will be moved to a separate space, their belongings will be gathered with them, and a phone call to their parent/guardian will be made requiring pick-up.

Please keep children home if they are ill. Preschool staff and volunteers are also required to stay home when ill. Children should be a minimum of 24 hours free of the following symptoms or cleared by a physician to attend preschool:

- Fever/Chills
- Sore throat
- Congestion/Sinus
- Ear infection
- Cough
- Pink eye/ Conjunctivitis
- Vomiting
- Diarrhea

Toileting

Children must be toilet independent to attend Wonderhub Preschool. This means they can recognize and communicate their need to go to the bathroom, use the toilet by themselves, dress and undress without assistance and wipe without assistance. Bathrooms are available in the Wonderhub museum galleries and lobby. Preschoolers will be accompanied to the washrooms by an adult who will remain outside of the door or stall.

If a child soils or wets themselves during Wonderhub preschool, a leader will find their bag of extra clothing and assist them in cleaning up and changing into dry clothing. Soiled clothing will be placed in a plastic bag, and put in their backpacks to take home for laundering. Caregivers will be alerted by text or phone call about this so they are informed prior to pick-up.

Behaviour Guidelines

At Wonderhub Preschool, we emphasize being kind to ourselves, others, and the environment, including the museum exhibits. It is important that all our preschoolers, staff, and volunteers feel welcome, safe, and engaged during preschool. Wonderhub is a space to come together, celebrate community, and learn through play. We foster a sense of care and respect for others through facilitating social skills and age-appropriate conflict resolution. Preschool leaders strive to lead by example with positive words, actions and reinforcing positive behaviours.

At Wonderhub, we prioritize the safety and well-being of all children, staff, and visitors. Unsafe behaviors are those that put anyone at risk of harm. This can include actions such as running away from the group, hiding, using hurtful words or actions towards others, or damaging property, whether it be Wonderhub's or personal belongings. Any unsafe behavior will be addressed immediately in collaboration with the child's parent or caregiver to develop a plan to prevent it from happening again.

If a child's behavior threatens their own safety or the safety of others, Wonderhub may ask the child to go home for the day to ensure everyone's well-being. In exceptional cases, if a behavior continues to pose a risk and cannot be resolved, the child may be asked to leave the program.

While we do allow for reasonable accommodations to support any preschooler who may require additional supports, there are certain levels of support that we are not able to provide, such as a 1:1 support person. Please do not hesitate to contact us for more information or to discuss your child's needs.

Wonderhub Preschool has a typical ratio of 1 adult to 6 children. Ratio will not exceed 1 adult to 8 children.

First Aid and Emergency Procedures

All preschool staff maintain current first aid certification. During a first aid incident, one staff member will provide care to the child while the other supervises and provides care for the remainder of the group. For minor first aid incidents such as cuts, scrapes, bruises, or bumps, our staff will provide first aid and notify the caregiver at pick-up time about the incident. For major first aid incidents that require additional medical care, preschool staff will first ensure care is provided to the child and contact caregivers by phone as soon as possible.

