

Redeemer Preschool Parent Handbook



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MISSION STATEMENT

The mission of Redeemer Preschool is to provide a quality Christ-centered education that nurtures in each child a love for learning and of the Lord.

GOALS AND OBJECTIVES

Redeemer Preschool takes seriously its obligation to teach and train children in accordance with the Savior's command "*Therefore go and make disciples of all nations,...teaching them to obey everything I have commanded you,*" **Matthew 28:19-20**, and "*Feed my Lambs,*" **John 21:15**. Thus the goal of our preschool program is to nurture and train God's lambs as followers of our Savior.

Although parents have been given the primary responsibility for the training of their children, the church and preschool are to assist the parents in their God-given directive to impart in their children the knowledge and instruction of the Lord. Complete cooperation between the home and preschool is absolutely necessary for the welfare of the children. Therefore, it shall be the objective of this preschool to:

1. Assist our parents in teaching their children the truths about God's wonderful plan of salvation for all people.
2. Help the child grow in Christian stewardship of time, gifts, and talents.
3. Help the child give expression of his/her faith as it pertains to his/her relationship with others, especially peers.
4. Help the child develop his/her mental talents through new learning experiences.
5. Help the child develop emotionally.
6. Help the child to take care of and to develop his/her body, which is a temple of God.
7. Help the child become acquainted and comfortable with the school environment in preparation for Kindergarten.

Even though there is a correlation and overlapping among spiritual, social, emotional, mental, and physical growth, the following specific processes and activities are included in the curriculum:

Spiritual growth includes:

1. Recognizing his/her sin and the Lord's forgiveness.
2. Knowing that our Lord loves and protects him/her.
3. Believing and trusting Jesus as his/her Savior from sin.

4. Knowing God the Father as his/her loving protector.
5. Believing in heaven.
6. Learning that Christ's love should motivate him/her to live as the Lord expects (recognizing right from wrong).
7. Learning to show his/her love for Jesus through prayer and by daily life.
8. Realizing that the good news of Jesus' birth, death, and resurrection is a message to be shared with all people.

Mental growth includes:

1. Developing reasoning and problem solving skills.
2. Increasing attention span.
3. Beginning deductive thinking.
4. Learning simple organizational skills.
5. Learning communication skills.
6. Learning mathematical skills.

Social growth includes:

1. Learning independence.
2. Accepting compromises.
3. Learning to share.
4. Assuming responsibility for care of self and possessions.
5. Taking turns.
6. Recognizing how one's behavior affects others.
7. Showing respect to others.
8. Developing awareness regarding the behavior and roles of Christian boys and girls.

Physical growth includes:

1. Developing large and small muscle coordination.
2. Caring for one's own physical needs:
 - a. Eating
 - b. Dressing
 - c. Personal hygiene

Emotional growth includes:

1. Learning appropriate ways to respond to others' feelings.
2. Learning appropriate ways to express feelings.

Play:

Children learn to use their bodies and minds as they play. Through role-playing and the children's "*Center time*" their experiences will be broadened. The children will be provided with many experiences involving their senses, the God-given doors of perception, which open worlds for children.

Experiential Learning:

1. Language communication
 - a. Speaking activities (sharing time, creative dramatics, role-playing).
 - b. Listening activities (finger plays, story telling, reading books).
 - c. Reading readiness (names, shelf labels, letter exposure).
 - d. Writing readiness (scribbling, drawing, letters, names).

Music:

Children will learn to use their gift of voice to sing praises to their Creator as well as to learn fun songs.

Art:

The children will participate in age appropriate art and craft activities each session. The activities will be of an instructional and creative nature.

Science:

The children will learn the wonders of God's creation through scientific observation and exploration geared to the interest and experience of young children.

UNIT CURRICULUM

During Circle Time we will focus on a particular subject area or theme which will last between one and three weeks. Each unit lesson will center around the learning of the subject or theme. The field trips and related special activities will also coincide with the unit for the month. All concepts (numbers, letters, shapes, colors, etc.) are dealt with in a creative fashion under our monthly unit theme. Our preschool classroom is set up in **centers** so that these concepts can be explored concretely by the children through play.

RELIGION CURRICULUM

We use *Christ-Light*® Preschool Curriculum. During the course of each month we will be looking at several Bible lessons. We will use many different, fun, and exciting learning activities to lead the children to learn to apply the truths in their lives.

By teaching God's Word in this way it is much easier for young children to find joy in learning God's Word, and hopefully it will lead them to share their love for the Lord with others.

SCIENCE OF READING

Science of Reading is based on research that has found teaching both letter name and sound are best for children in early reading. The program builds weekly on letter introduction to new letters and reviews previous letters. Letter formation is also introduced.

ADMISSION POLICY

Non-Discriminatory Policy:

Redeemer Preschool admits students of any race, color, nationality and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to the students of the school. It does not discriminate on the basis of race, color, or national origin in its educational policies or admission policies.

Enrollment in our Program:

Children must reach the age of three years old by August 31st and be toilet trained to enroll in the three year old program.

SCHEDULES

Redeemer Preschool will begin its school year after Labor Day in September. The last day of school will be the week before Memorial Day in May. A complete school calendar will be available in September.

Please be sure to arrive on time. Late arrivals disrupt the activity that is taking place and your child will miss out on valuable learning and creative experiences.

TYPICAL DAILY SCHEDULE

Combined 3 & 4 Year Old Class

Morning Class

8:30 - 8:45 a.m.	Children arrive
8:45 - 9:15 a.m.	Circle Time
9:15 - 10:00 a.m.	Center Time
10:10 - 10:20 a.m.	Movement
10:20-10:40 a.m.	Snack Time
10:40 - 10:55 a.m.	Science of Reading
11:00- 11:15 a.m.	Recess
11:15 - 11:20 a.m.	Calendar
11:20 - 11:40 a.m.	Christ-Light
11:40 – 11:45 a.m.	Review the Day
11:45 a.m.	Dismissal

ARRIVAL AND DISMISSAL

Please accompany your child to the classroom when you arrive. It is unsafe to drop children off in the parking lot and let them run into school. Entering with your child gives you a chance to speak with the teacher and to sign your child in for the day. It also gives your child the opportunity to share some part of preschool that is important to him or her -- special toys, friends, books, etc. **We ask that you arrive no earlier than 8:30 a.m. unless previous arrangements have been made.**

Children will be brought to the breezeway for school dismissal. Please come to the overhang to pick up your child. If someone other than a parent is picking up your child, please notify the teacher via a text or phone call to the teacher. We must have on file the names and telephone numbers of individuals permitted to drop off and pick up your child from preschool. We will check the photo I.D. of any person we do not recognize.

DRESSING FOR PRESCHOOL

Please dress your child in clothing that is comfortable, washable and allows for self-dressing. Dresses with ruffles and bows and pants with difficult belts and fastenings should be avoided. Please be sure that your child's pants cover his or her bottom. If the pants do not cover their bottom, please be sure that the shirt or sweater does. Please keep a change of clothing for your child in their backpack, including underwear, socks, pants, and shirt. Label all articles of clothing, including boots and mittens in the winter.

A large school bag or backpack to carry home artwork and correspondence is suggested for each child. Please label the school bag with your child's name. You may send a lunch bag to bring a snack to school. Please be sure to label the lunch bag as well.

PERSONAL ITEMS AT PRESCHOOL

We ask that children not bring personal belongings to preschool without prior permission. This includes things such as toys from home.

SNACKS

Snack time is an important part of our daily routine. It is a time for children to socialize and learn to use manners. Each child should bring their own snack each day. Please send a healthy snack to preschool. It feeds the body and helps children to stay focused and ready for all the learning we do. The USDA Food and Nutrition recommends snacks containing 2 of 4 following components:

Food Components

Milk

- Fluid milk

Fruit/Vegetable

- Juice, fruit and/or vegetable

Meat/Meat alternate

- Cheese or
- Eggs or
- Yogurt

Grains/Bread

- Bread or
- Muffin or
- Cereal or
- Cereal bar

Some snack suggestions are:

- 100% fruit juice and goldfish crackers
- Water, crackers and string cheese
- Cereal or raisins, and 100% fruit juice
- Cereal bar and milk
- Grapes, pretzels and water
- Popcorn and 100% fruit juice
- Yogurt and 100% fruit juice
- Blueberry muffin and milk

If you have any questions, we would be happy to help you.

Please notify the teacher if there are any specific allergies that your child may have and please be respectful of other children's allergies. Staff will inform parents of specific allergies that affect the selection of snacks.

FIELD TRIPS

Parents will be notified with specific information prior to each trip. Volunteer drivers are needed for each trip. Prior to our field trip all drivers must have filled out a Driver's Verification form and provide a photocopy of their driver's license.

NEWSLETTERS - HOME/SCHOOL COMMUNICATIONS

Each week a newsletter will come home with your child. It will include themes of study, activities, special days, field trips and information for that week. Please keep us informed about significant events in your child's life (new baby brother or sister, death in the family, illness, etc.). If we are aware of your child's excitement or anxiety, we will be better able to meet your child's needs at preschool.

PARENT/TEACHER CONFERENCES

Keeping open communications between parents and teacher is necessary. A formal conference is scheduled in February to discuss the progress of your child. You will be contacted and asked to make an appointment when conferences are being scheduled. Any time you have concerns about your child, please feel free to talk to the teacher. Please call the teacher outside of school hours and either discuss the problem over the phone or make arrangements for an appointment. Our staff is always nearby to lend support, answer a question, or discuss the needs of your child.

HEALTH AND SAFETY

We need to have current information on file so that we may contact you in an emergency:

- Registration Form
- Emergency Information Form
- Washington Immunization Form
- Child's Medical & Health Information Form

EMERGENCY PROCEDURES

In case of an emergency, the staff will make every effort to reach the parents or the alternate listed on the "Child Information Card." Parents are asked to notify the school immediately in case of any change in address or telephone numbers.

FIRE DRILLS

Fire drills will be held on a regular frequency to familiarize the students with the alarms and the emergency procedures. Fire drills will be conducted three times in the school year.

ILLNESS POLICY

Parents need to call or text the preschool teacher when their child is absent due to illness. It is in the best interest of your child and the other students to keep your child at home when he or she is ill. Please keep your child home if he or she shows any of the following symptoms:

- Persistent cough or sore throat
- Fever or headaches
- Skin rash
- Inflamed or swollen eyes
- Stomach pain or diarrhea
- Head lice

After a fever, your child's temperature must be normal (98.6°) for 24 hours before returning to school.

If your child becomes ill while at school, you will be called and asked to take your child home.

HEALTH CARE PLAN

Cleaning and sanitizing of all equipment, toys, and other surfaces:

The following steps are to be followed for cleaning and sanitizing:

- Wash the surface or article with warm water and detergent.
- Rinse the surface with clean water.
- Submerge, wipe, or spray the surface or the article with a sanitizing solution.
- Let the article or surface air dry.

Controlling infection, including universal precautions:

Preschool children need to be able to blow and wipe their own nose. They should cough or sneeze into their elbow. Children should be able to use the bathroom without help.

DISCIPLINE POLICY

The staff will use positive methods of Christian discipline that encourage students to use self-control, self-direction and cooperation. Redeemer Preschool's policy regarding the discipline of children is as follows:

1. Non-verbal disapproval of child's actions.
2. Positive verbal reminder of rules.
3. Negative verbal reaction to child's behavior.
4. An attempt by the teacher to redirect the child to another activity in the classroom.
5. Students may have to take a break from an activity until they are ready to rejoin, followed by discussion with the teacher.
6. Conferences with parents may be requested by the teacher if the behavior of a child continues to interfere with the preschool program. It is imperative that home and school cooperate with mutual goals and procedures.
7. If disruptive behavior cannot be corrected, the preschool may have to request the parents to withdraw their child. Dismissal of a child is considered when the health, safety and welfare of that child or the rest of the children in the group are at risk.

All disciplinary action will be on the basis of God's Word and commandments, leading the child to God's forgiveness through Jesus Christ. The teacher will convey to the child both verbally and non-verbally the disapproval of his or her actions, not the child him/herself.

CLASSROOM RULES

The children will be expected to follow these rules:

1. Play safely.
2. Be a good friend.
3. Take care of the things in our room.

In accordance with state law, the staff will **NOT** use the following means of punishment:

1. Hitting, shaking, pinching or inflicting any form of corporal punishment.
2. Restricting a child's movement.
3. Inflicting a mental or emotional punishment, such as humiliating, shaming, or threatening a child.
4. Depriving a child of snacks or necessary toilet use.
5. Confining a child in an enclosed area such as a closet, locked room, box, or small cubicle.

SCHOOL DELAYS OR SCHOOL CLOSINGS

In times of inclement weather, Redeemer Preschool will follow the policy of the West Valley Public School District. If the West Valley schools are **closed**, Redeemer Preschool will also close.

If there is a **2 hour delay**, we will not have school.

ORIENTATION

An orientation for parents and students will be held prior to the first week of school. A representative of Redeemer Lutheran Church & Preschool will explain our approach to ministry, review the daily and yearly schedule, give tours, and answer any questions that parents may have.

VOLUNTEERS

We are always in need of volunteers. We need and urge your assistance in planning trips, programs, public relations activities, recruitment of future students, and other activities. We always need extra parents to accompany us on field trips.

If you have a talent, hobby or trade you would like to share with the class, please contact the teacher. (Example: Sewing, cooking, music, reading, collecting, bring a pet to share, etc.)

PARENT VISITATION

The parent/teacher relationship is extremely important. Parents are welcome to visit the preschool classroom at any time.

TUITION

Three-Days/Week:

- Yearly tuition is \$1,575. You may pay for the entire year at a discounted cost of \$1500 or 9 monthly payments of \$175 due the first of each month.
- \$50 non-refundable fee due at the time of registration holds a place in the class for your child.
- There will be no refund due to absence and two weeks notice must be given if it becomes necessary to withdraw a child.
- **A late fee of \$20 will be added to accounts if payment is not received by the 20th and payment arrangements have not been made.**
- If tuition is unpaid at the end of the month your child will be withdrawn from the class until the balance due is paid.
- Parents may pay the entire year balance for the cost of \$1,500.

TUITION COLLECTION

All tuition will be collected through Vanco Payment Solutions.

Tuition payments will be made using automatic withdrawals from your checking, savings or credit card account. Parents will need to complete an Authorization Form for automatic withdrawals. **This information is kept highly confidential and is shared with no one.** A new form is required each year and will be destroyed at the end of the school year.

Parents will receive a monthly statement reflecting payments received, charges posted, and balance owing. Please be sure to review this statement and notify the bookkeeper if you notice any discrepancies.

All automatic withdrawals will be canceled at the end of the school year upon fulfillment of the tuition agreement.

CONTACT INFORMATION

Preschool Teacher:

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Pastor:

Pastor Jonah Schlomer 832-540-0427 pastorschlomer@gmail.com

Preschool Committee Chairman:

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