

North County Christian School



Preschool Handbook

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TABLE OF CONTENTS

Welcome.....	1
Mission Statement.....	1
Philosophy.....	1
Statement of Beliefs	1
Basic Principles of Behavior	2
State Licensing	2
Admissions.....	3
Birthday Celebrations	3
Curriculum.....	3
Discipline Policy.....	3
Dress Code.....	4
Emergency Plan	4
Field Trips	4
Health.....	4
Medication Guidelines.....	5
Holidays	5
Meal Information.....	5
Potty Training	5
Safety Guidelines.....	6
Signing In/Out Policy	6
Snow Days.....	6
Withdrawal Procedures	6
Weekly Teaching Goals.....	7
Weekly Teaching Goals.....	8

Welcome

We are excited about what this year holds for your child! This is an exciting time in their lives. They are exploring, discovering, and experiencing this incredible world that God has created. We are honored that you are entrusting your child to us as we partner with you to instill intellectual, physical, emotional, social, and spiritual growth in them.

We have provided this handbook so you can assist us in ensuring that your child has the best year possible. The following pages explain our objectives; philosophy, curriculum, policies and procedures.

Mission Statement

Our Mission is **to work in partnership** with the family and church **to provide an excellent education** rooted in Biblical truth and **to nurture students** as they **embrace** a personal relationship with Jesus Christ, **discover** their God-given gifts, **seek** His plan for their life and **serve** Him with their mind, body and spirit.

Philosophy

“Train up a child in the way he should go, and when he is old he will not turn from it.”
Proverbs 22:6

We are here to provide an atmosphere where Christ is central. The primary emphasis is to introduce our young ones and their families to the Lord and mature them in the faith. We will strive to meet this goal by having daily Bible stories, verses, songs, and prayer.

Statement of Beliefs

WE BELIEVE...

...in one God---the Father, Son, and Holy Spirit.

...that the Bible is God's inspired Book for the ages for man's need of the hour.

...that all men have sinned and come short of the glory of God.

...that God offers forgiveness, salvation and eternal life through faith in Jesus Christ.

...that the believer, through the infilling of the Holy Spirit, can live a holy, radiant and useful Christian life.

...that the church exists for the purpose of evangelizing the world and helping the Christian to grow in grace and the knowledge of our Lord and Savior Jesus Christ.

...that our Lord will return, the dead will be raised, and the final judgment will take place.

Basic Principles of Behavior

We urge our families, as much as possible, to live by Biblical principles of behavior.

1. Love God with all your heart, soul, mind, and strength and your neighbor as yourself. (Exodus 20:3-6; Mark 12:28-31)
2. Press upon the attention of the unsaved the claims of the Gospel. (Matthew 28:19-20; Acts 1:8)
3. Be courteous to all persons. (Ephesians 4:32; I Peter 2:17)
4. Be helpful to all in love, bearing with each other's personalities. (Romans 12:13; Galatians 6:2,10)
5. Attend the services of your church regularly. (Hebrews 10:25; Acts 17:11; II Timothy 2:15; 3:14-16)
6. Be honest in all matters, refusing to take advantage of another. (Leviticus 19:10-11; I Corinthians 6:7-10)
7. Dress in Christian simplicity and modesty. (I Timothy 2:8-10)
8. Do not take the name of God in vain. (Exodus 20:7; Leviticus 19:12)
9. Do not participate in sexual immorality, such as premarital or extramarital relations or sexual perversion of any form. (Romans 1:24-27; Leviticus 20:13; Matthew 5:27-32)
10. Do not participate in habits or practices known to be destructive to physical or mental well being. (Proverbs 20:1; 23:1-3; I Corinthians 6:17-20)
11. Do not quarrel or return evil for evil. Do not gossip, slander or otherwise spread surmises injurious to the good names of others. (II Corinthians 12:20; Ephesians 4:30-32)

State Licensing

One of the most frequently asked questions is "Are you state licensed?" The answer is no, but we operate within the requirements of city and state health, fire, and building regulations. We adhere to state standards for room, playground space, staff to child ratios, and program materials used. As with all centers in the state of Missouri, we are subject to periodic inspections. We do our best to comply with all state regulations and to correct any shortcomings as soon as we find out about them.

Admissions

North County Christian School admits students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to the students at the school. It does not discriminate on the basis or race, color, national or ethnic origin, in administration of its educational policies, admission policies, scholarship/loan programs, athletic, and other school-administered programs.

Our admission procedures are designed to help both school and parent make the best possible decision for the education of each child. We are not equipped to provide proper education for children suffering from severe physical handicaps, learning disabilities, or emotional needs.

1. Child must be 3 yrs old (PRE K3) or 4 yrs old (Jr. Kindergarten) by August 1st.
2. The school must be supplied with:
 - A record of any serious diseases, illnesses or injuries the child has had
 - A record of the child's immunizations
 - A copy of the child's birth certificate
3. Parents will be interviewed.

Birthday Celebrations

To allow your child to celebrate their special day with school friends, you may, if you wish, bring commercially prepared and individually wrapped birthday treats to school. No homemade items will be served at school. We ask that you please make arrangements with the teacher prior to sending treats, so that we do not have several in one day. Birthday treats will only be served during the child's lunch or recess time. Please remember this is not a "party time"; you are only providing a treat for the class. Party invitations **cannot** be distributed at school unless you are inviting the whole class or all of the boys/girls in the classroom.

Curriculum

At NCCS, we use the A Beka curriculum. It is a strong program dedicated to providing quality education from a Christian perspective. It is very challenging, but fun and interactive. It focuses on Bible character building, memory verses, readiness skills, reading, phonics and letter and number recognition. It is a successful academic program that prepares children for elementary school.

Discipline Policy

Because children are children, and discerning right from wrong is a learning process, we shall first talk to the child when unacceptable behavior occurs. If this behavior continues, we will separate the child and put him/her in timeout. We hope this will encourage the child to understand the importance of acceptable behavior patterns. If the problem cannot

be resolved between the teacher and the child, the teacher will call the parent and share what is happening. Discipline is not imposed for failure to sleep or eat or toilet accidents.

We work hard to provide a caring environment that encourages growth in self-control and respect for others. The following expectations are noted and parental support is required if we are to succeed in this responsibility of raising children.

1. Children are required to respect others through both word and actions. The use of profanity will not be tolerated.
2. Causing physical harm to another child or adult by hitting, biting, kicking, is not acceptable, and will not be tolerated.

Dress Code

Clothes should be worn so that the child can play without having to worry about their clothing. Girls should wear shorts underneath dresses and no spaghetti straps, midriffs, or flip flops for safety and health reasons. We ask that there be no super heroes or negative slogans on the clothing. Examples are: Harry Potter, Power Rangers, Bart Simpson, Pokemon, Digimon, etc. No witches, ghosts, goblins, skeletons, etc.

Emergency Plan

In the event of a fire, tornado, or earthquake, the school's emergency procedures will be followed. These procedures are posted and each room has an emergency manual. Practice drills are conducted monthly during the year.

Field Trips

You will be notified when your child's class is taking a field trip and asked to sign a permission slip. Children attending part time are welcome to attend; however, if the field trip falls on a day when they are not normally here, the child's parent or another adult must accompany them. Field trips are only for students and the parent sponsors; additional siblings and/or family members must make their own travel and ticket arrangements. We ask and expect the parents and sponsors to dress according to school dress guidelines when attending a field trip or event.

Health

We must have a current immunization record and physical form for your child.

Illness

Your child's physical well being is of great importance to us. Our goal is to create a healthy environment. In order to do so, we must have the following "sick-child" policy, which is taken from the Health Requirements of the Missouri Department of Health:

1. A child needs to go home if he/she has a temperature of 100 degrees or more. The child must be fever-free for 24 hours without fever reducers before returning to school.
2. A child needs to go home if he/she has one bout of diarrhea or vomiting. Child must be free of diarrhea or vomiting for 24 hours before returning to school.
3. Pediculus (head lice): must be nit-free before returning to school (a check by the school is required).
4. You will be called and asked to pick up your child if he/she:
 - a) Develops a rash
 - b) Is crying for an unusual amount of time
 - c) Develops any other symptoms of concern

Medication Guidelines

1. All medication must be brought to the school by a parent or guardian.
2. All **prescription medication** should be in the original container labeled with the child's name, instructions and the physician's name. All **non-prescription medication** should be in the original container labeled with the child's name, and a note from the parent indicating a dose and time frame for the medicine.
3. The directions on the medication bottle must be in agreement with the parent's directions; otherwise medication will **not** be given.

Holidays

We maintain a Christian perspective in the celebration of various holidays. We focus on Christ's birth as the message of Christmas, God's love as we celebrate Valentine's Day, and Christ's resurrection as we discuss Easter. We do not celebrate Halloween.

Meal Information

Breakfast is not furnished, but may be sent with the child and eaten before 8:00.

A nutritional lunch and a daily snack are included in the monthly fee. A lunch menu will be sent home at the beginning of each month. Lunches may be sent if you prefer. Please call before 9:00 if your child will be arriving after 9:00, so we can add them to the lunch count.

Potty Training

All children must be fully potty trained. Pull-ups and training pants may not be worn at school. Children should wear clothing that they can unbuckle, zip, or button in order to go to the restroom by themselves.

Safety Guidelines

Outdoor Play:

Children should come to school prepared to go outside for recess. We will not go outside if the temperature is below 30 degrees. We will accept doctor's note for children who may not be able to handle the cold for health reasons. Generally speaking, if a child is too sick to go outside for recess, then they should not be in school.

Injuries:

Should your child be injured while at school, an accident report will be filled out. If the accident is of a serious nature, you will be notified immediately. The report will be copied and signed by the principal, teacher, and parent.

Toys:

Toys do not need to be brought to school. On occasion, the teacher may ask that specific toys be brought for show-n-tell. In this case, please have toys labeled with your child's name. Please do not bring any violent toys, such as play guns, knives, swords, or objectionable characters. We are not held responsible for lost items.

Signing In/Out Policy

Your child's day will begin with you signing him/her in. This is very important! It helps us know how to staff the classrooms. Also, in emergency situations, it lets us know who is in the room.

Depending on how early your child arrives, he/she may go to the extended care room first. Please go to the child's room to deliver any personal belongings; then take him/her to the room where his classmates are and sign him/her in. By 8:30 a.m., all rooms have teachers and the day in the classroom has begun.

Should someone other than the parent or the persons listed on the application wish to pick up your child it must be arranged with the teacher or the office in advance. If the teacher does not know the identity of the person picking up your child, she will ask for identification, so be sure that they come with a photo ID. People picking up your child must be over 18 years old.

Snow Days

You will receive a phone call from the school on days that we are closed due to the weather. Closings will also be posted on the following:

KSDK (Channel 5)

KMOV (Channel 4)

Withdrawal Procedures

A two-week written withdrawal notice is required, or two weeks tuition will be charged if the child is no longer attending.

Weekly Teaching Goals

Pre K 3 – Must be 3 by August 1st

The children will be exposed to the names, sounds and pictures of all the letters of the alphabet. They will work on counting to 30 and recognizing the numbers one through twenty.

Week 1	Colors; My School
Week 2	Basic shapes; God Made Me
Weeks 3 – 4	Letters: Aa,Bb (name, sound formation) Numbers: Counting 1 – 5, recognition/concept of 1 and 2
Weeks 5 – 8	Letters: Cc,Dd (name, sound, formation) Numbers: Counting 1 – 10, recognition/concept of 2 & 3
Weeks 9 – 12	Letters: Ee, Ff, Gg (name, sound, formation) Numbers: Counting 1 – 10; recognition/concept of 4 and 5
Weeks 13 – 16	Letters: Hh, Ii, Jj (name, sound, formation) Numbers: Counting 1 – 15; recognition/concept of 6 and 7
Weeks 17 – 20	Letters: Kk, Ll (name, sound, formation) Numbers: Counting 1 – 15; recognition/concept of 8 and 9
Weeks 21 – 24	Letters: Mm, Nn, Oo (name, sound, formation) Numbers: Counting 1 – 20; recognition/concept of 10 and 11
Weeks 25 – 28	Letters: Pp, Qq, Rr (name, sound, formation) Numbers: Counting 1 – 25; recognition/concept of 12 and 13
Weeks 29 – 32	Letters: Ss, Tt (name, sound, formation) Numbers: Counting 1 – 30; recognition/concept of 14 and 15
Weeks 33 – 36	Letters: Uu, Vv, Ww, Xx, Yy, Zz (name, sound, formation) Numbers: Counting 1 – 30; recognition/concept of 1 – 15
Weeks 37 – 40	Letters: A – Z (review name, sound, formation) Numbers: Counting 1 – 30, recognition. Concept

Weekly Teaching Goals

Jr. Kindergarten – Must be 4 by August 1st

First Six Weeks:

- Phonics** Name, sound and picture for Ii, Uu, Ee, Aa, Oo, Tt
- Writing** Letters learned in phonics (upper & lower case)
Recognizing and understanding concept of 1-6
- Numbers** Counting 1 – 10, Writing #1

Second Six Weeks:

- Phonics** Name, sound, and picture for Li, Bb, Nn, Mm, Hh, Ss, Cc, Dd, Gg
Blending a consonant with a vowel
Sounding blends and one-vowel words
- Writing** Letters learned in phonics (upper & lower case)
- Numbers** Counting 1 – 20
Recognizing and understanding concept of 7 – 9, 0, Writing 2 - 7

Third Six Weeks:

- Phonics** Name, sound and picture for Rr, Ff, Jj, Kk, Vv, Ww, Yy, Pp
Sounding blends and one-vowel
Reading circles begin
- Writing** Letters, blends, and words
- Numbers** Counting 1 – 40
Recognizing and understanding concept of 10 – 12, Writing 8 – 10

Fourth Six Weeks:

- Phonics** Name, sound and picture for Zz
Sounding blends and one-vowel words, One-vowel rule
Marking short vowels, Reading sentences on chalkboard
- Writing** Letters, blends and words
First name
- Numbers** Counting 1 – 60
Recognizing and understanding concept of 13 – 17
Number family concept, Concept of larger and smaller, Writing 11 - 14

Fifth Six Weeks:

- Phonics** Two-vowel rule
Marking long, silent and short vowels
Building speed in reading, Reading stories on chalkboard
- Numbers** Counting 1 – 90
Recognizing and understanding concept of 18 – 20, Writing 15

Sixth Six Weeks:

- Phonics** Increasing smoothness and speed in reading
- Writing** Letters, blends and words
- Numbers** Counting 1 – 100
Before and after numbers, Concept of more and less
Combinations 1 + 1 through 9 + 1, Writing 16 – 20