First Baptist Church Dayton - Mother’s Day Out (MDO)

2024-2025 Policies

**Admission Policy:**

1. First Baptist Church Dayton members have first priority on a first come, first served basis.
2. Non-church related children are accepted next with ‘child enrolled from previous year’ and ‘sibling already enrolled’ having priority.
3. All others will be enrolled by date and time the registration form was received.

**Age Requirements:** Children must be at least 2 years old by August 15th, 2024. Class placement is based on each child’s date of birth. Please do not ask for exceptions.

**Hours:** MDO is open on Tuesdays and Thursdays from 8 a.m. to 2 p.m. State regulations prohibit us from being open for more than 6 hours per day. Children must be picked up no later than 2 p.m. Late pickups will be charged a $5 late fee beginning at 2:01 and increasing by $5 at 10-minute intervals. These fees must be paid to the director when the child is picked up.

**State Exemption:** Per T.C.A. 71-3-503, First Baptist Church Dayton Mother’s Day Out is not licensed and is not required to be licensed by the state as a childcare agency. Our exemption states that children cannot attend more than 6 hours per day, 2 days per week. This is the reason for our strict 2:00 pm end time. We appreciate your cooperation as we keep with state regulations regarding our program.

**Registration:** A ‘Registration Form’ and an ‘Emergency Information and Consent Form’ must be filled out completely upon admission. These forms contain emergency phone numbers and other important information your child’s teacher will need. If there are specific custodial arrangements for your child, please make the director and teacher aware of them. Please make sure this information stays current throughout the year.

**Withdrawal:** In the event that you withdraw your child from MDO, a TWO-WEEK notice is required. If notice is not given, you will be charged for the next month.

**Fees:** The cost is $130 per month for each child. Payment is due on the first day of class each month. Payment is for the entire month whether your child attends every day or not. This holds your child’s place in the program. Payment may be made with cash or check. Make checks payable to FBC Mother’s Day Out. A $5 per class late fee will be added for every day past the second day of class each month that your payment is late, and if payment is not made by the 15th of the month, your child will not be able to attend until the fees are paid.

**Activity Fee:** A yearly non-refundable fee of $40 is due at the Meet and Greet or on the first day of class. Make checks payable to FBC MDO or pay with cash.

**Illness:** It is essential that everyone be considerate of other children and their parents by NOT sending a child to school with any kind of infectious condition. This includes a child that has had a fever, diarrhea, vomiting, yellow or green nasal discharge, pink eye (conjunctivitis), impetigo, chicken pox, ear, throat, bronchial, etc. infections in the 24 hours prior to class time. You must adhere to this policy. A child is considered contagious until he/she has been on antibiotics for at least 24 hours.

If your child becomes ill during the day, it will be necessary for someone to pick him/her up. If you are going to be unavailable during the day, please make your child’s teacher aware and let her know who she can reach. If parents/guardians cannot be reached in an emergency and Teachers/Director deem it necessary, your child will be taken to the closest appropriate medical facility.

**Medicine:** Teachers are not allowed to administer any medications to children. If a child needs a medicine, a parent/guardian may come to First Baptist during the day to administer the medicine. NO EXCEPTIONS.

**Dropoff & Pickup:** Each child MUST be signed in and out each day. If someone other than normal will be picking up your child, please let the teacher know or call the Director at the church to let us know. Additional security policies/instructions will be provided upon admission.

**Inclement Weather:** MDO follows the Dayton City School schedule. If DCS is closed or delayed for inclement weather/sickness/etc., MDO will be closed/delayed. MDO will send a message alert in the event of unexpected closure. Refunds will not be given for time missed. We reserve the right to close due to staff sickness.

**Discipline:** We thank you in advance for your partnership in discipline at home to help teach proper social interaction. MDO uses the time-out means of discipline. In consideration of the safety and well-being of all children, any child who physically harms another child will be sent home for the remainder of the school day. After three violations the child can be dismissed from the program. If a child becomes unmanageable or consistently violent, we will notify parents/guardians. In the most extreme case, a child can be officially dismissed from the program.

**Activities:** A Bible lesson, music, and motor development skills are part of our daily activities for all classes. Crafts are used frequently to reinforce the lessons at all age levels.

* The younger classes will concentrate on social skills with an emphasis on alphabet recitation, counting, color recognition and animal recognition and sounds.
* The middle classes add alphabet, number and shape recognition to the above skills and begin getting ready to write.
* The older classes focus on alphabet recognition, numbers, opposites, and sequences. They also must learn basic self-help and motor skills and develop socially to encourage a positive kindergarten experience. They will also work on writing their letters and names.

**Electronics:** Please do not allow your child to bring electronics. MDO cannot be responsible for these items.

**What to Bring:**

**Children not potty trained**: Supply of diapers and wipes

**All students:**

* Complete change of clothes for emergencies (put in Ziploc bag with name on the outside)
* Fold up napping mat
* Lunch and snacks with a spill-proof drink

\*Do not send items that have to be refrigerated or heated as teachers cannot leave classes to prepare lunches.

* Backpack

We discourage bringing toys from home. Teachers are not responsible for lost items. BE SURE TO LABEL EVERYTHING: mat, backpacks, lunch boxes, cups, jackets, etc

Thank you for entrusting us with your child. It is our commitment at FBC to provide quality childcare that includes education, social, and spiritual enrichment for your child. If you have any questions or concerns, feel free to contact our director.

Our team is excited for this school year and ready to connect with your families. Please let us know if you have any questions or concerns. We are here for you.

Tosha Young

MDO Director

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Teachers:

Stephania Hart, Katie Hooker, Cindy Weyler, Racheal Peavyhouse