

## **Enrollment**

Children must be 2 ½ by September 1 (3 by March 1). The following forms are to be completed and on file for your child:

- Enrollment Form
- Medical Examination Report
- Form for Permission to Pick Up Children
- Notice of Parental Responsibility Form
- Program Purpose and Philosophy included on NPR form
- Child Survey
- Photo Release Form

We will accept any child whose needs can be met in our setting. The child must be able to participate in our program without risk to him/her or to the other children.

## **Curriculum**

Your child will be exposed to a variety of developmentally age appropriate experiences. They will explore colors, numbers, shapes, and letters through out the day. Your child will have many authentic opportunities to build their knowledge. We will have both teacher-initiated and child-initiated activities as well as individual and group experiences through out the morning. Pastor John will conduct Chapel every Tuesday at 9:45 in addition to a selected Bible story of focus each week chosen by the classroom teachers. Wednesdays will have gross motor or music and movement. Thursdays will include a science activity.

## **Portfolios**

We will be using portfolio assessments in addition to the Preschool Progress Report. The portfolios will assist in sharing your child's growth from the beginning of preschool to graduation.

## **Fees**

There is a non-refundable *registration* fee due at the time of registration. This fee guarantees your child's spot at First Impressions. The money is used to purchase supplies.

Tuition is due the first class day of each month. Please pay the Director or leave tuition in the basket on the preschool information board. You may pay by cash or check, **please make checks payable to: South County Baptist Church and write FIP on the memo line.** There will be no adjustment for temporary absences of children.

An *events* fee is due the first month of enrollment at First Impressions. This fee is used to cover field trips, Thanksgiving Feast, and other special events held at First Impressions Preschool.

If any checks do not clear, families are required to pay any bank fees that may be incurred by South County Baptist Church and First Impressions Preschool.

## **Classroom Visits and Teacher Communication**

We have an "Open Door Policy", our door is always open if you need us. Please feel free to come by anytime to observe or help out with a class project. If you need to speak with your child's teacher regarding your child, please let them know ASAP.

There is one Parent/Teacher conference scheduled in April.

## **Absence**

We miss your child when they are not in class. If your child will be absent, a phone call to school would be appreciated. The number for South County Baptist Church is (314) 843-5558. April in the office is very good at getting messages to us. The phone is answered after 8:30am.

## **Schedule**

Preschool meets each Tuesday, Wednesday and Thursday morning from 9:30am to noon during the school year. Please do not arrive before 9:30 as this is the teacher's preparation time.

Please be prompt when picking up your child. Any child not picked up by 12:15pm will incur a \$1 per minute fee starting at 12:00p.m. and continuing until the child has been picked up.

### **Holidays and Snow Days**

We will follow the Lindbergh School District schedule for holidays or snow days. It is our policy to make up snow days after missing three days for inclement weather. If needed, snow days will be made up at the end of the school year. There will be no tuition change. Listen for school closings on either radio or television or check on-line at [www.lindberghschools.ws](http://www.lindberghschools.ws) or sign up for First Impressions Remind 101 texts sent by the director.

### **What to Bring**

Each child needs to have a complete change of clothing at school (underwear, socks, shirt and pants). We will store these in the purple bags hanging from the cubbies. Toys need to be left at home unless it is a specific “Show and Tell” day.

### **What to Wear**

Children should wear comfortable clothing that is easy for him/her to manage. Remember, we paint, play outside, and participate in many fun “messy” activities. Children should also wear tennis shoes or the like as we will ride bikes and scooters, climb on the play structure outside and take walks around the Church grounds.

### **Fresh Air and Exercise**

We believe that children need fresh air and exercise daily. Outdoor play is scheduled every day weather permitting. During the winter, please be sure to send hats, gloves and boots. We will go outside if the temperature is above 32 degrees Fahrenheit. If weather prohibits outside time, we will have Gross Motor time in the Snack room or Sanctuary.

### **Allergies, Snacks and Special Instructions**

We will have a snack each day. Please be sure we are advised of any allergies your child may have (see Health Form). Please advise the staff of any special instructions you feel would benefit in your child’s care.

## **Medications**

If your child requires medication, please try to avoid administration time during preschool hours. However, if we need to administer medication, a Medication Authorization Form **MUST** be completed. This form must also be completed along with written instruction from your doctor for any medications that are “as needed” basis, i.e., Inhalers, Epi-pen.

## **Illness**

We can only accept well children. If your child becomes ill during the day, we will contact you to pick up your child. The guidelines for sending a child home are outlined by the Department of Health as:

- (a) More than one abnormally loose stool;
- (b) Red or blue in the face or makes high-pitched croupy or whooping sounds after coughing;
- (c) Difficult or rapid breathing;
- (d) Yellowish skin or eyes;
- (e) Tears, redness of eyelid lining or irritation, followed by swelling or discharge of pus;
- (f) Unusual spots or rashes;
- (g) Sore throat or swallowing difficulty;
- (h) An infected skin patch – crusty, bright yellow, dry or gummy areas of the skin;
- (i) Unusually dark, tea-colored urine;
- (j) Gray or white stool;
- (k) Fever over 101 degrees by mouth or over one hundred degrees under the arm;
- (l) Headache and stiff neck;
- (m) Vomiting more than once;
- (n) A child in the contagious period of a disease, or
- (o) Severe itching of the body or scalp or scratching of the scalp which may be symptoms of lice or scabies.

## **Field Trips**

Several field trips are planned for the year. You will be notified in advance of each trip. Each trip will require your signed permission. No child will be allowed to go on a field trip without a signed permission slip.

### **Holiday Parties**

We will have several holiday parties during the year (Halloween, Christmas, Valentine's Day and Easter). Teachers will be asking parents to help. There will be an opportunity to sign up to help before each party. Games, crafts and snacks are planned by the teachers. Parents are asked to donate supplies and help groups of children at the parties.

### **Birthdays and Un-birthdays**

We will celebrate each child's birthday or un-birthday. Summer birthday children may pick a school day to celebrate their un-birthday or half-birthday. The birthday/un-birthday child can bring refreshments to share with his/her classmates if you wish. **All refreshments must be store bought and still in the original container.** We ask that you bring snack for **all** of the classrooms which means bringing enough refreshments for up to **28 children.**

### **Children's Safety**

Your child's safety is our #1 priority! Our door is unlocked from 9:25-9:45 and then again from 11:50-12:00. Please knock if you arrive and the door is locked.

We will conduct monthly Fire Drills and quarterly tornado/earthquake drills to keep in compliance with the Fire Marshall.

All preschool staff members are mandated reporters to the State for Child Abuse. We ask that parents do not use any form of corporal punishment on their children while on South County Baptist Church grounds.