


FISHERS CHRISTIAN PRESCHOOL
WHITNEY CHURCH OF CHRIST

Preschool Parent Handbook

2023-2024

100 E. Lincoln Ave.
Whitney, TX 76692

(254) 707-2326

Welcome to **Fishers!**

We're so glad to have you join our extended church family and our ministry!

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Dear Parents,

Welcome to Fishers Christian Preschool at Whitney Church of Christ! We are blessed to have you and your child join our preschool program. We look forward to teaching and encouraging your child throughout this year.

This handbook is designed to help you understand our program and the guidelines under which we operate. We would like to welcome you to visit, ask questions, and make suggestions pertaining to your child's experience here at Fishers. Cooperation and communication between parents and staff will contribute to a successful year for your child. Our teachers and staff look forward to getting to know you and your child!

Throughout this year, we aim to teach your child of God's love and Word, while preparing him/her for their academic future. We consider it a privilege to work with your family and we want you to feel confident in your selection of Fishers Christian Preschool. Thank you for allowing us this opportunity!

We welcome you to walk alongside us not only in this program, but also in our church family!

With much appreciation,

Jessika Wohleb

Preschool Director

WHO WE ARE

Our mission

Then He said to them, “Follow Me, and I will make you fishers of men.” Matthew 4:19

Our mission is to serve the Lord by being His faithful followers. We provide a safe, encouraging environment for the children of our community to learn and grow, both in their spiritual life and academic endeavors.

Our goals

- To grow the love of God and of others in the hearts and minds of our students by immersing them daily in positive examples, continuous praise to God, and intriguing Bible lessons.
- To prepare our students academically for the beginning of their educational career by learning through play and providing them with appropriate and challenging opportunities for discovery.
- To teach our students life and social skills that will help them be successful in all aspects of their lives by providing them with opportunities to develop independence, and practice positively interacting with others.
- To grow our church family by inviting families into our building and sharing the love of God with them and their children.

Method

We will use the Wee Learn Curriculum to help us accomplish our goals by exposing the students to Biblical concepts, and allowing them opportunities for academic discoveries and exploration. We will also empower our students to strive for independence by using some aspects of the Montessori methods. We believe that students will meet the expectations that we have for them. This being the case, we will show our students the highest levels of love and respect and allow them to be challenged in social, academic, and spiritual aspects.

We want to completely immerse our students daily in God's love and Word, as well as prepare them to excel in their future academic careers.

CALENDAR

Yearly Calendar

Other than start and end dates, our program follows the Whitney ISD District Calendar. If WISD is closed due to inclement weather, or in observance of a holiday, Fishers will also be closed.

The year-at-a-glance calendar will be distributed at the beginning of the school year. Detailed calendars will be sent out monthly that will include what we are learning, as well as important dates and upcoming events.

ENROLLMENT

Enrollment

Enrollment for each school year is contingent upon receipt of the completed enrollment packet and the non refundable \$50 registration fee. Parents should notify the Preschool Director should any of the information collected at the time of enrollment, or any time thereafter, change. We enroll children based on classroom availability by age. We do not accept drop-ins.

Tuition

Tuition will be \$220 a month (September-May), and will be due on the first day of each month. Payments should be turned in to the Preschool Director and are payable online, or by cash or check. Checks should be made out to Whitney Church of Christ Preschool. A \$10 late fee will be charged for payments made after the 10th of the month. No credits or refunds will be given for any reason including, but not limited to, absences, holidays, closings due to facility issues, acts of nature, ect.

Tuition is spread evenly over the year. As a result, you pay the same amount each month for nine months, regardless of days off during the month.

A \$50 supply fee will be charged in September and January and will be due at the time that tuition is paid.

PROCEDURES

Arrival and Dismissal

Arrival time will be 8:30 a.m.- 9:00 a.m. Please have your child to school before 9:00 a.m. in order to maintain a consistent schedule and keep disruptions to a minimum. Parents will be allowed to drop children off in the foyer of the building, sign their child in using the Brightwheel app, and leave any notes that the teachers will need for the day. A staff member will then escort your child to their classroom.

Dismissal time will be 2:00 p.m.- 2:30 p.m. Please have your child picked up before 2:30 p.m., as the teachers have school aged children that they must pick up as well. To pick up your child, please come in the front entrance, and sign your child out using the Brightwheel app. A photo ID will be required for anyone other than the designated pick-up person to pick up a child.

Our doors will be locked between the times of 9:00 a.m. and 2 p.m. for the safety of our students and staff.

To pick up a child outside of designated pick up times, call or text the Fishers Christian Preschool phone number or send a message via Brightwheel. A teacher or teacher's assistant will bring your child to you at the front entrance. You will need to sign your child out at this time. As any other time, a photo ID will be required for anyone other than the designated pick-up person to pick up a child.

Separation Anxiety

It is common for some children to exhibit separation anxiety when it is time for their parents to leave. This is normal behavior in a child's emotional development. Please say a quick goodbye to your child in the foyer and do not enter the classroom. The longer the parent of an anxious child delays their departure, the more anxiety the child is likely to feel. The teachers and assistants will comfort and assist the child through the anxious time. If a child cries and cannot be consoled in a reasonable amount of time, we will call the parent and ask that they try again on the next scheduled day. Usually after a few weeks, the children learn that their parents will return and that they will have an enjoyable day learning and playing with their friends.

Parent Communication

Our goal is to keep the line of communication open between teachers and parents. Parents will be informed of the lessons being taught, as well as updates on how their child is doing in the

classroom. We desire your feedback as well regarding your expectations for your child in our program. You can contact us via phone, email, or the Brightwheel app.

Discipline Plan

The Bible teaches that discipline is a demonstration of love (Proverbs 3:12, Hebrews 12:6, Revelation 3:19, Proverbs 13:24). We want to help guide the children in our program to develop a positive sense of self, as well as independent, responsible, and caring character traits. Our two primary objectives for establishing discipline are: the safety of oneself and others, and respecting our physical environment.

Our teachers and staff will provide guidance by:

- Modeling Christian values
- Providing positive directions, suggestions, and encouragement
- Giving clear, short instructions
- Ensuring that children know the consequences for inappropriate behavior
- Providing routine and consistency
- Using positive redirection for common behavior issues including, but not limited to not sharing, or not following directions
- Using time out immediately following physical aggression or harm (one minute per child's year of age, ex. 3 minutes of time out for a three year old child)
- Any issue that cannot be resolved in the classroom using timeout or redirection, will be handled outside of the classroom by the Director and, as necessary, with help from parents.

Fishers Christian Preschool staff will refrain from discussing behavior issues in the presence of other children and parents. If necessary, a meeting will be scheduled to discuss such behaviors.

DAILY ACTIVITIES

Quiet Time

A quiet time will be scheduled for each class. This time allows children to calm their mind and body. Quiet time also allows children to process and organize new information. This deepens their learning and allows them to break away from constant stimulation. Children are allowed to, but not required to sleep at this time. They are required to remain quietly on their nap mat. Nap mats will be provided.

Meal Time

Parents will need to provide lunch and water for their child each day. We appreciate your consideration in sending items that do not require a lot of special preparation and are easy for children to eat independently. This aids in allowing children to begin and finish their lunches at the same time. A simple and health-conscious snack will be provided by the Preschool each day.

What To Bring

If your child is not potty-trained, you will need to send diapers, and wipes. We ask that every child brings a backpack, spare change of clothes, a leak-proof water bottle, and their lunch. To avoid spoiling, please do not send milk to school with your child. Every item that is sent should be labeled with your child's name. Children are asked not to bring toys from home, unless specifically requested by their teacher for use as part of the curriculum.

How To Dress Your Child

Children are engaged in various activities during the day, some of which can be messy. Also, they spend time on the playground each day, weather permitting. Please dress your child in seasonably appropriate, and comfortable clothing. Children must come to school fully dressed with well-fitting footwear. This allows for safe play both indoors and outdoors. Modesty is important to us at all ages. If your child wears a dress or skirt, bloomers or shorts should be worn to cover undergarments, diapers or pull-ups.

STAFF

All of our Fishers Christian Preschool teachers and assistants have a minimum of a high school diploma. All teachers are screened through both criminal background and reference checks prior to employment and have been certified in CPR and first aid training.

HEALTH/WELLNESS

Immunization Records

Each child is required to have a current immunization record on file with the Preschool. Please update this copy each time your child receives an immunization.

Wellness Guidelines

For the protection of all of our students and staff, no child will be accepted in the classroom with fever or appearance of illness. A child should not be brought to class if they exhibit the following symptoms/ailments:

- Fever of 100.4 or above currently or within the past 24 hours without aid of fever reducing drugs
- Vomiting or diarrhea (within the last 24 hours)
- Symptoms of or direct exposure to COVID-19
- Any symptoms of childhood diseases, such as scarlet fever, fifth disease, measles, chicken pox, strep throat, flu, ect.- or any infectious, contagious diseases
- Common cold- from onset through one week
- Sore throat, croup
- Any skin infection- boils, ringworm, impetigo, thrush, hand-foot-mouth, or unexplained rash
- Pinkeye or other eye infections
- Open skin lesions
- Cloudy, or green, runny nose, persistent cough
- Head lice (must be nit free)

Our staff is not allowed to administer medications or breathing treatments to children.

Please notify your child's teacher if he/she has sustained an injury outside of school that resulted in bruises, burns, skin lacerations, bumps or whelps, broken bones or anything else that requires careful attention.

If your child contracts a communicable disease, please notify the Preschool Director so that the parents of the other children in class may be notified that a communicable disease is present.

PARENTAL CONCERNS

Parents are welcome to discuss policies and procedures with the Preschool Director either at the church building or by phone during operating hours. You are encouraged to discuss any concerns about your child as soon as those concerns arise with his/her teacher or the Preschool Director.

WITHDRAWAL

A request for withdrawal should be turned in to the Preschool Director.

Please return this page to be filed.

FISHERS CHRISTIAN PRESCHOOL

Whitney Church of Christ

Verification of Receipt of Parent Handbook

This is to confirm that I have received a copy of the Fishers Christian Preschool at Whitney Church of Christ Parent Handbook and will abide by the policies and procedures listed therein.

Parent's Printed Name

Parent's Signature

Date

Child's Name