

Calvary Chapel Christian School

Preschool Handbook

2020-21

PRESCHOOL HANDBOOK 2020-21

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Calvary Chapel Christian School Our Philosophy

We believe that every child is a gift from God; each with their own interests and needs.

We believe that every child develops on his/her own level of growth. Therefore, we as partakers in this process need to develop a trusting and loving relationship with each child.

We believe that we are instructed by God to teach the goodness and mercy of God's unending love.

"Therefore, as God's chosen people, holy and dearly loved, clothe yourselves with compassion, kindness, humility, gentleness and patience. Bear with each other and forgive whatever grievances you may have against one another. Forgive as the Lord forgave you. And over all these virtues put on love which binds them all together in perfect unity."

Colossians 3: 12-14

We believe that it is of vital importance that the first experience a child has with the school environment is to be a positive experience upon which to build.

"May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit."

Romans 15:13

Calvary Chapel
Our Statement of Faith

Our supreme desire is to know Christ and to be conformed into his image by the power of the Holy Spirit.

We are not a denominational church, nor are we opposed to denominations as such, only their overemphasis of the doctrinal differences that have led to the division of the Body of Christ.

WE BELIEVE that there is one living and true God, eternally existing in three persons, the Father, the Son, and the Holy Spirit, equal in power and glory; that this triune God created all, upholds all, and governs all.

WE BELIEVE that the scriptures of the Old and New Testaments are the Word of God, fully inspired without error in the original manuscripts, and the infallible rule of faith and practice.

WE BELIEVE IN GOD THE FATHER, an infinite, personal Spirit, perfect in holiness, wisdom, power and love; that He hears and answers prayers; and that He saves from sin and death all who come to Him through Jesus Christ.

WE BELIEVE IN JESUS CHRIST, God's only begotten son, conceived by the Holy Spirit. We believe in His virgin birth, sinless life, miracles and teachings, His substitutionary atoning death, bodily resurrection, ascension into Heaven, perpetual intercession for His people and personal, visible return to earth.

WE BELIEVE IN THE HOLY SPIRIT, who is one with the Father and the Son and is sent to convict the world of sin, righteousness, and judgment and to regenerate, sanctify and empower for ministry all who believe in Christ. We believe the Holy Spirit indwells every believer in Jesus Christ and that he is an abiding Helper, Teacher and Guide. We believe in the present ministry of the Holy Spirit and in the exercise of all the Biblical gifts of the Spirit.

Goals Preschool Students-

Spiritual Goals

God made the world and God made each of us. (Creation). **Genesis 1:1**

God, Jesus and the Holy Spirit are real, living and active in our lives. **John 1:1**

God and Jesus love them very much; their love never fails. **John 3:16 & Psalm 77:8**

The Bible is real; it is God's "instructions" to us. **2 Timothy 3:16**

Sin is what keeps us from God. **Romans 3:23**

Jesus is what brings us to God. **Romans 5:8**

The only way to heaven is through Jesus Christ. **John 14:6**

How to pray, beginning with Dear God or Jesus and ending with, in Jesus name we pray. **John 14:13**

Obedience Goals

Have respect for other students.

Have respect for other people's things.

Waiting patiently for your "turn."

Standing in line.

Sitting quietly when it is time to sit.

Using good "table manners" at snack time.

Being responsible for my own actions.

Listening the first time I am asked to do something.

Having respect and obeying those who have authority over me.

Able to sit quietly during table time.

Able to begin to use "wisdom" in situations as God would have me.

Academic Goals

Be able to write my name.

I can recognize my uppercase letters of the alphabet.

I can recognize my lowercase letters of the alphabet.

I can write most of my letters of the alphabet.

I know most of the sounds of the letters in the alphabet.

I know all my shapes.

I can count to 30.

I can recognize my numbers to 25.

I can write my numbers to at least 10.

I can color neatly.

I can cut a straight line.

I can do most art projects without help.

I can say the pledge of allegiance.

I can follow dotted lines with a pencil.

I can identify 10 different colors.

I am improving my gross motor skills, I can;
skip, jump, hop on 1 foot, catch and throw a ball.

School Hours

Monday - Wednesday - Friday 8:30 a.m. - 12:00 p.m.

Student pick up and drop off

Our school day starts at 8:30 a.m. For drop off, please get into the car/bus line, and your student will be helped by a staff member and taken to class. We ask that you keep the line moving.

Our school day ends at 12:00. Your student will be brought out to you at the same door/area as arrival.

Also in regards to pick up, we realize that there are extenuating circumstances at times and parents can be late, and we will work with you during these times. However, please be aware that a teacher will be waiting with your child causing that teacher to remain at the school after hours. The school feels that the responsibility to look after your child is of great importance. Therefore a teacher will look after your child and a fee of \$15.00 per hour will be applied to your account, if late pick up becomes a pattern. The first hour or part thereof will not be prorated and you will be responsible for the \$15.00. Pick up times are recorded for billing purposes. If an emergency arrives, please call the school ASAP.

Student assessment/progress

Progress reports are given 2 times a year, one at our annual open house held after January and the other at the end of the Year.

The teachers will be testing/assessing your child 3 - 4 times a year.

Safety Rules for Outside and Inside the School

These rules were created to make our school as safe as possible. Please encourage your children to follow these guidelines set by their school.

- When walking through the school, be as quiet as possible as not to disturb any of the classes by making loud noises or talking.
- Absolutely no running in the school.
- Do not go outside the playground area.
- Allow everyone to play, no 'locking' of games.
- No climbing on objects not designed for that activity.
- No tackling or wrestling. No playing karate.
- No throwing objects of any kind.
- Hands & Feet must be kept to themselves at all times.

Classroom Rules

- Be Quiet when the teacher is talking.
- Keep hands & Feet to yourself.
- Stay in your seat or your spot.
- We walk instead of running.
- Raise your hand and wait for permission.

Student items needed for school

Please remember, to send in a change of extra clothing for your child, in case of a spill or accident. Don't forget to change the outfit when the seasons change! Be sure you have clearly labeled your child's name on all items. Don't forget we do have snack time each day, so send in a healthy snack with your child!

Daily Activities

Your child will take part in many fun and exciting things daily here at Preschool. Below are the events/classes they will take part in each day.

Miss Kierra	Preschool Rm #1	Ms. Nicole	Preschool Rm #2
Class/Activity	Time	Class/Activity	Time
Arrival Directed Play	8:15 - 8:45	Arrival Directed Play	8:15 - 8:45
Worship/Bible	8:40 - 9:10	Worship/Bible	9:00 - 9:30
Restroom		Circle Time	9:45 - 10:00
Circle Time	9:20 - 9:35	Restroom	
Centers/Creative Play	9:35 - 9:45	Language	10:00 - 10:30
Language	9:45 - 10:00	Snack/Restroom	10:30 - 10:50
Snack/Restroom	10:00 - 10:25	Centers	10:50 - 11:15
Music & Movement	10:25 - 10:40	Math	11:20 - 11:40
Math	10:40 - 11:00	Story Time	11:40 - 11:55
Art/Centers	11:00 - 11:30	Pack Up	11:55 - 12:00
Wrap it up	11:30 - 11:45	Dismissal	12:00
Dismissal	12:00		

Field Trips

Each class will be going on field trips during the year. For each trip, every child must have a permission slip signed by the parents. Transportation is usually carpools, we also **must** have a car-seat left at the school the day of the field trip if you cannot attend and your child will be carpooling with another parent. Please note that we will not leave the school with your child without a car-seat! The child's teacher will notify parents in advance of any extra field trip expenses.

Most of our field trips will be parent required field trips; in order for your child to participate in an adult will need to be with your child. We will have no more than 2 parent required field trips per year. There may be more field trips, but you will not be required to go for your child to participate.

Holidays

Please note we are a Christian School therefore we do not participate in “secular themes” for holidays. **We certainly CELEBRATE holidays!** However, when it comes to secular themes, some families choose not to do Santa for example, and others do. Therefore, we believe it is up to the parent to make that decision for your family. Therefore we do not discuss Santa, Easter Bunny etc. but rather focus on the spiritual aspect of the holiday.

Please note we do not celebrate Halloween at school. We do ask that any/all holiday themed accessories be refrained from school for holiday parties/gifts and snack time. I.e. Santa Claus, Easter Bunny, etc.

We do not in any way feel it is wrong to participate in these things, however, we as a school have chosen not to address them and focus more on the spiritual aspects of the holiday. If you have any questions, please contact the school office.

Programs

We do have a Christmas and End of year program each year, starring your child! We always love extra help just let the teachers know if you would like to help.

Discipline

One of the most important lessons for any student is to learn how to properly respond to authority. The students must be guided to a proper response to their parents, teacher and to God. In order to accomplish this goal, we must set discipline standards that are enforced fairly, consistently and lovingly.

Since the teacher is the one who works closest with the children, he or she carries the bulk of the discipline responsibility. It is important that the teacher works closely with the parents in these matters and the teacher will contact the parents about any problems that they have in this area. It is of the utmost importance that the parents support the teacher in matters of discipline, and it is equally important the teacher keep the parent informed of any problems.

We use a combination of a reward system (tractors) and the Red, Yellow, and Green system for discipline.

Reward System- Our reward system is simple, if a student does not move their tractor to yellow or red, they receive a sticker and are able to go to the treasure box at the end of each school day. However, if a student moves his/her tractor to yellow or red, they will not get a sticker and not be able to choose from the treasure box.

Discipline System-Each student will have a tractor with their name on it. Every morning when the student arrives at school their tractor will be on green. If the student after being warned by their teacher continues to disobey, they will move their tractor to the yellow. When their tractor moves to the yellow, the child will receive a timeout for one minute plus their age. Should the student continue to disobey then they will move their tractor to red, and have another time out and will not be eligible to choose from the treasure box.

Discipline Cont'd

At times it becomes necessary for the teacher to send the child to the office. In this event, the principal will deal with the situation. At that time the child will be counseled with and, if necessary, disciplined further. Occasionally there is a child who does not respond to our ministry. If working with the parent does not bring about a marked improvement in the child's conduct, we reserve the right to remove any child from our school at any time. This will only be done in extreme cases, and particularly when the child is a bad influence on other children.

Aggression- Anytime a student uses inappropriate language, behavior including physical and/or emotional aggression toward another student, or teacher we follow the steps laid out below.

- 1st Offense - The parent is called and the student is sent home immediately.
- 2nd Offense- The parent is called and the student is sent home immediately and we will have a parent conference with the principal and parents ASAP.
- 3rd Offense- The parent is called and the student is sent home immediately and the student will be removed from our program.

At Calvary Chapel Christian School the emphasis in discipline will always be on love. More than anything else, we want each child to know that he or she is loved. However, love does not necessitate a tolerance of disobedience, but real Godly love sets the highest standard for people, and then provokes them to love and good works.

123 All eyes on me! :)

Parent Concerns

Parents are encouraged when experiencing a problem with your child, another student or staff member to contact your child's teacher immediately. Our desire as a school is to be one, in love, and when problems arise, it is best to address the issue immediately. If the issue is still unresolved, please contact the principal right away. We all have one goal and that is what is best for the children.

- Step 1- Contact your child's teacher.
 If the issue has not been resolved please refer to step 2.
- Step 2- Contact the Principal for a conference via phone, email or note.
 If the issue has not been resolved please refer to step 3.
- Step 3- Contact the Pastor at 724.377.2523
 If the issue has not been resolved please refer to step 4.
- Step 4- Contact the Church Council by calling the school office and ask for a meeting.

Emergency/Sickness Policy

In the event of an "emergency sickness" with a student the school will first contact the student's parents or emergency contact located in the student file. If unable to reach any of the above parties, the school will then decide if an ambulance is necessary for the safety and health of the student. If need be, the school will dial 911. In this event, the principal or a staff member will accompany the student to the hospital. The school will continue to try to contact the parent until they are reached.

Food Allergies

Please inform the school of any and all allergies and/or food allergies that your child may have. In the event we have a student with a food allergy i.e. peanuts, the school will post signs indicating the food allergy and we ask that all families to *not send any item* with peanuts as an ingredient with their child for snack time. We also ask that when making cookies for programs or snacks for party days that you keep this in mind and do not include that ingredient or include any ingredients that may have it in part or whole.

We also ask that you give the school an epi pen or any other item the doctor may have prescribed in the event of an emergency. This must be accompanied with a prescription.

Snow days/Attendance

We as a preschool are not required to follow the 180 day school rule. However, the teachers do keep attendance.

Please note that when we as a school have a two-hour delay on a scheduled preschool day, preschool will still have school! :) CCCS will post on Channel 4 & 11 snow cancellations and delays.

Communicable Diseases

From time to time students may enter school not realizing they may have a contagious condition that may affect other students. Conditions such as pink eye, lice, impetigo, chicken pox, measles, to name a few, are in this category. (This is not a complete listing)

If any contagious condition is noted or observed, the student will be isolated from other students. Parents will be notified to come to the school and pick up their child and it is recommended that medical attention be sought when necessary.

It is also a school policy that if your child has a fever, is/has thrown up in the last 12 hours, has a "green or yellow" runny nose, persistent cough or diarrhea that you please keep your child home from school.

The child will be readmitted to school upon receipt of a written report from a medical doctor when necessary ensuring that the condition has been corrected and safe for other children in school. The school will send home a parent note school wide to inform parents if their child has been exposed to any communicable diseases.

Tuition Payments

Payments are due in the School Office the first and/or third Monday of every month.

Support for Calvary Chapel Christian School

Calvary Chapel Christian School is a self-supporting ministry. All utilities, basic needs, and other necessary expenses are provided for through utilization of registration fees and tuition. Present tuition rates are kept on file in the school office should you have questions.

Tuition Payment Schedule / Plans

MAIL - You may mail your statement and check to the School Financial Office at the following address:

Address: Calvary Chapel Christian School, 112 Thornton Road Brownsville PA 15417

IN PERSON – You may pay tuition at the school office..

AUTOMATIC PAYMENT PLAN ENROLLMENT – For your convenience we offer an automatic debit payment plan. This is the required method for all new enrollments, as well as for those with a past due balance and/or history of payment problems (See payment schedule below).

Tuition Payment Schedule / Plans

You may opt to pay 10 monthly installments, August thru May, or you can choose to pay your account in full.

Tuition Due Dates

Your regular monthly tuition payment is due on the first Monday of each month. Any payments not received by the first day of the month will be considered past due.

Those wishing to participate in the automatic debit payment plan must enroll at the beginning of the year. For more information, inquire at the school office.

Past Due Accounts

1. If a problem arises that will result in a missed tuition payment, it is your responsibility to contact the school office before the payment due date. This will allow you to resolve the matter so as not to jeopardize your child's enrollment in school.
2. In any event, if your account is not paid in full by the 15th of the month, your child will be withdrawn from the school.

Disenrollment

If disenrolled for non-payment of tuition and mandatory fees, all charges are still due and payable and must be received before grades, transcripts, or diplomas are issued.

Please note that any student with an outstanding account will not be re-enrolled for the following school term.

Please note that no report cards or student records will be issued if you have a past due balance.

Leaving During the School Year

1. If you are leaving during the school year, the month that your child leaves, you will be expected to pay for the full tuition amount for that month regardless of the day of the month.
2. You also will be refunded any tuition paid in advance thereafter. For example, if your child is removed from the school on November 3rd you will be responsible for the entire month of November. If you have paid through December, you will be refunded for the month of December.
3. Make sure that you notify the school office immediately. If you fail to notify us, it will be assumed that your child is enrolled and you will be billed accordingly.

