

Faith Lutheran Preschool  
6704 Deerfoot Parkway  
P.O. Box 427  
Clay, Alabama 35048  
205-680-2144

## **Welcome to Faith Lutheran Preschool!**

Faith Lutheran Preschool is dedicated to providing a safe, fun and exciting place for your preschooler to grow and learn. We believe a firm foundation is the key to your child's education. We are here to assist all families in their child's social, emotional and developmental growth. We believe that children learn best through hands on experiences that will instill in them a love of learning that can last a lifetime.

### **Curriculum:**

We are a themed-based program that will foster your child's curiosity and creativity. We use the Exceed curriculum; children will explore the world around them by using a hands on approach to learning. Incorporating all their senses into the learning process will enhance their understanding of the world around them.

### **Arrival:**

9a.m - 1p.m. The teachers are busy getting their rooms ready for the day, and are not prepared to supervise your child before 9a.m.

It is normal for a new student to feel some anxiety in a new situation. We urge parents to say a quick "good bye" and not enter the classroom. The sooner the teacher can get the student involved in an activity the more quickly the child adapts to the new environment. To keep the morning schedule running on time, please keep your conversations with your child's teacher short. You may set up a conference with your child's teacher by calling Terrie Awtrey @ the church 680-2144 or 807-3597 (cell) Feel free to wait out of sight until your child has settled down, and feel free to call the preschool office anytime to check on your child.

### **Departure:**

Please be prompt in picking up your children. It can be distressing for children whose parents arrive late. A \$5.00 fee may be charged for each 5 minutes after 1:10 if a parent is consistently late.

### **Registration:**

To register: fill out the registration forms and return them with the **\$60.00 registration fee**. This non-refundable fee reserves your child's place in class. (This is separate from tuition) Students must reach class age by September 1<sup>st</sup>. You will need to bring a copy of your child's birth certificate (we can make this copy at the preschool) and a **current** certificate of immunization (blue form) to be placed in your child's file.

### **Supply Fee:**

A yearly **\$85.00 supply fee** is due August 1, 2017 (non-refundable)

### **Tuition:**

Monthly tuition is due on the 6<sup>th</sup> of each month. There is a \$10.00 late fee for payments after the 15<sup>th</sup> of the month. Checks are made payable to Faith Lutheran Preschool. Tuition is calculated as an annual fee and divided into 10 equal monthly payments; therefore illness, vacations or weather days do not change the monthly tuition rate. One month's notice is required for withdrawal. There is a \$30.00 fee for returned checks.

**Lunch:**

Children must bring a lunch each day including a drink. Please send foods your child can easily handle. Some favorites are: half of a sandwich, cut up fruit, cheese and crackers.

**Please keep the following in mind:**

1. Do not send food that needs to be heated or refrigerated. You may place a “cold pack” in their lunch box.
2. No carbonated drinks.

**Personal Items:**

We encourage you to **dress your child in play clothes**, preschoolers get very messy when they are busy learning. Many activities include glue, paints and playdough!

**Your child’s name** should be on their backpack, lunchbox, coat, hat, etc....

All children need to bring a **complete change of clothes** to school each day. Accidents do happen, and it helps if your child has their own clothes to change in to.

**Please keep all toys at home.** We will learn to share with the toys at school. A note will be sent home if your child’s teacher has show & tell or would like the students to bring an item for a special day

**Outside play:**

Outside play is a very important part of your child’s growth and development. We will play outside each day, weather permitting. Please remember to send jackets, mittens and hats as the weather changes. Tennis shoes are the safest for indoor and outdoor play.

**Illness:**

Our students health is very important to us, in order to keep our children well please keep your child home if...

- **They have or have had a fever within the past 24 hours**
- **They have or have had diarrhea or vomited within the past 24 hours.**
- **They have an unexplained rash, pinkeye or ringworm.**
- **They are unusually irritable or passive.**

**Your child must be symptom-free (without the aid of medication) for 24 hours before returning to school.**

**Any child on antibiotics must be on the medication for at least 24 hours before returning to class.**

**Behavior:**

We view each child as a special person who deserves our respect and attention. Teachers establish age appropriate rules in each of our classrooms. With the use of early intervention most situations can be avoided before they begin. Sometimes a child needs to have a moment to cool down and regroup therefore an occasional time out may be used.

**School Calendar:**

We follow a **modified** Jefferson County School Calendar.

*If Jefferson County Schools are closed due to weather we will be closed as well.*

**We are excited to have you and your child join us at Faith Lutheran Preschool. If you have any questions about our preschool or your child’s progress please feel free to call me anytime.**

**Terrie Awtrey, Preschool Director**

**680-2144 (preschool) 807-3597 (cell)**