

Little Lambs Preschool Parent Handbook

littlelambs@mtcalvary-colstrip.org
<http://www.mtcalvary-colstrip.org/little-lambs>

Church/Preschool Office (406) 748-2516
Pastor Sias (cell) (406) 720-0379
Mrs. Nelson (after hours) (406) 740-2925

The education children receive during the early years is extremely important. During these years, children need a stimulating environment that will provide them with experiences that will aid in developing their potential. Little Lambs Preschool offers a program that will provide the child with a wide variety of such learning experiences, both teacher-directed and self-directed (with teacher supervision and guidance), within a Christian environment.

Although specific learning experiences will be planned for each day, the atmosphere will not be highly structured, so that incidental learning situations can be used to the fullest extent.

Parents are welcome in the classroom at any time. No advance notice is necessary.

Curricular Goals

The curriculum is the framework for all preschool activities that contribute to the growth and development of the young child. Curriculum is based on an understanding of how young children learn. Our curriculum aims at the following:

- To provide opportunities, through formal classes, chapel and an informal living-learning environment, for learning the basic building blocks of the Christian faith. (You have chosen to send your child to a Christian preschool. Part of the curriculum, along with the ABC's, 123's and getting along with others, is what we call "Jesus Time." Jesus Time can be many things: puppet shows, storytelling, acting out bible stories, etc. Our pastor visits regularly and shares Bible stories with the children.)
- Parents are invited to visit with the pastor any time, should they have questions or concerns, or should they desire information on how to continue teaching the faith to their children at home.
- To provide opportunities and activities to help the child have a healthy self-concept, which includes accepting himself, his limitations and talents as God has given, and especially his identity as a forgiven child of God.
- To provide experiences and activities that fulfill the child's basic individual needs (spiritual, emotional, psychological, intellectual, and physical).
- To provide guidance as the child becomes less self-centered and starts taking part in small and large group activities.
- To stimulate interests and provide experiences that broaden the child's aptitude for future schoolwork. School readiness emphases include:
 - Language development.
 - Reading and readiness.

- Math concepts.
- Science and social studies experience.
- Large muscle development.
- Fine motor skills and eye-hand coordination.
- Arts, crafts and music.

This curriculum is achieved by dividing time between teacher-directed group activities and individual free-choice activities. Children are always supervised during any of these activities.

General Information

Enrollment: Enrollment is open to children who are 3, 4, or 5 years of age. Your child must be completely toilet trained and generally able to care for his own personal needs. The use of “pull-ups” is not considered “toilet trained.”

Dress: Dress your child in comfortable, washable clothing. Provide appropriate winter clothing and label it with your child’s name. Classes go out to play every day and warm clothing is essential for your child’s health and enjoyment of recess.

Hours of Operation: The 4- and 5-year-old-classes will be 3 days a week: Monday, Wednesday and Thursday, from 9:00–11:30 a.m. and 12:30–3:00 p.m. (if the afternoon class is offered). The 3-year-old class will be Tuesdays and Fridays from 9:00 to 11:00 a.m. Please do not bring your child before 8:50 a.m. (morning class) or 12:20 p.m. (afternoon class). Children must be walked downstairs to the classroom and picked up downstairs by an adult.

Pastor: Mount Calvary’s pastor visits with the children as a group on a weekly basis, and so has a special relationship with them. Families not under the care of another pastor are encouraged to contact him when in need of spiritual counsel or for help following up on a child’s interest in what he is learning from the Bible at preschool. Parents are invited to visit with the pastor at any time, should they have questions or concerns. He is generally in the building Tuesday through Friday, or can be reached by cell phone at (406) 720-0379.

Special Events

Programs: Two programs are held during the school year. The first is the Christmas Program and the second is in the spring. Families are warmly invited to attend.

Parties: Parents will have four opportunities to provide treats for parties at preschool. These are Halloween, Christmas, Valentine’s Day and Easter. A schedule will be prepared at the beginning of the year.

Birthdays: Birthdays are celebrated at preschool and parents are welcome to provide treats for the special day. Please contact the teacher beforehand to make arrangements. Children with summer birthdays will have the opportunity to celebrate a “half birthday” during the course of the year.

Field Trips: We provide parental permission slips to the parents at the beginning of the year. These must be signed and returned to the teachers before the child will be

allowed to go with the class. Because of car seat regulations, we will walk to all destinations.

Show and Tell: Show and Tell is important for preschoolers. It gives them their first experience with public speaking and helps to develop poise and confidence. This will be held once a week in the four-year-old class. Please allow your child to bring only one show and tell. If you would like to bring a pet, please make arrangements with a teacher in advance.

Health, Safety, and Home Matters

A record of your child's immunizations and a statement of general health condition will be required before enrollment in our preschool. Please let us know of any special health needs your child has, such as allergies, chronic nosebleeds, etc.

Please notify us when your child will be absent. If he has a communicable disease, please tell us so that we may notify other parents. For your child's sake as well as others, use good judgment and keep your child home if he shows signs of the following:

- Infected eyes or ears: redness, pain, or discharge.
- Fresh cold: fever, continual coughing, runny nose, frequent sneezing.
- Skin rash: impetigo and others.
- General appearance of illness: listlessness, irritability, flush or pallor, 100+ degree fever.

Generally, if a child cannot fully participate in all aspects of the preschool program, he should remain at home. School personnel will not administer any medication.

If your child becomes ill during school hours, you will be called to take him home.

Very minor injuries (i.e., first aid) will be taken care of by school personnel. If an emergency does occur, every effort will be made to reach you or the contact person.

We are interested in the health and well-being of your child because these contribute to success in school. If a problem arises concerning the child at home or school, or if there has been a recent change, or there is an impending change, in the home that might affect the child's behavior, please consult with the teacher in person or by phone, or send a note. The better we know your child, the better we can understand and work with him and his needs.

Please see that your child gets adequate rest each night and a good breakfast before school each day.

Progress Reports

To keep you, the parent, involved in your child's schooling, you will receive a monthly newsletter and calendar regarding school activities. In addition, you will be encouraged to participate in activities at the preschool. Parents are welcome in the classroom at any time. No advance notice is necessary. A progress report, which evaluates the development level of your child, will be issued at the year-end for the

three-day class. The year-end report will also discuss your child's readiness for the next academic level.

All records pertaining to your child will be kept confidential by our preschool staff and board.

Discipline

Discipline is vital to the growth and development of a child. The goal of discipline is to help direct and motivate children to achieve self-discipline as well as respect for themselves and others. The following guidelines can help a child achieve this goal. We will:

- Treat each child as a unique and valuable person.
- Recognize and encourage acceptable behavior.
- Be specific and honest when complimenting or describing behavior.
- Recognize effort and progress more than product.
- Take time to train specific behaviors.
- Be clear and reasonable in expectations.
- Guide children through conflict resolution in a quieting manner.
- Separate a disruptive child from the group activity.
- Use a time-out method for discipline if separation does not work.
- Notify parents if a time-out is used.
- Teach repentance and forgiveness as the way Christians deal with the reality of sinful behavior.

We will *not* use any form of corporal punishment.

Discipline can best be achieved through proper applications of the Law and the Gospel. The Law outlines appropriate behavior, tells us what we have done wrong, and gives us the consequences for those actions. The Gospel assures us of forgiveness of all our sins for Jesus' sake, and of God's unconditional love for his children in Jesus Christ. This means a new, fresh start is only so far away as God's forgiving word. As Christians we strive to forgive one another as God has forgiven us.

We ask parents to reinforce these principles at home and especially encourage families to model repentance and forgiveness at home as the proper means of dealing with conflict.

Unacceptable student actions include but are not limited to: Using bad language, biting, hitting, pinching, slapping, purposely tripping, pushing, spitting on another person, defiantly ignoring the teacher, refusing to follow the rules, repeatedly running or yelling when told not to, etc.

We will consult with parents of a child who does not respond to our discipline policy in order to ensure a quality learning environment for all children. The school reserves the right to dismiss a child who cannot make the social adjustment, when the welfare of the child or others makes such dismissal advisable.

Tuition And Fees

Tuition for the three-day session is \$100.00 per month. The fee for the two-day session is \$60.00 per month. We do not receive federal or state aid and so we depend on you to make regular, timely tuition payments. A monthly tuition statement will be sent out at the beginning of each month. Tuition is due on or before the 10th day of the month. Tuition not received by the 10th of the month will be subject to a \$10.00 late fee. An additional \$10.00 fee will be added for each month past due.

It is not possible to refund tuition for absences or holidays that occur during a month. However, tuition may be refunded if:

- Your child is withdrawn from the program upon mutual agreement of parents and teacher.
- The child contracts a long-term illness where he misses all class sessions for 30 or more consecutive calendar days because of illness.

There will be NO REFUNDS if a child is withdrawn apart from consultation with the staff/board. All registration fees are non-refundable.

It is our hope that no child will be kept from attending our preschool because of financial hardship. We will do our best to find aid for families who experience difficulty in this area. All requests for aid will be presented to and reviewed by the preschool board.

Revised 1/13