

TABLE OF CONTENTS

2	Englewood Baptist Church
3	2011/2012 Calendar
4	Purpose
5	Curriculum
6-9	Policies & Procedures
10	Fees
11	Notes

englewood BAPTIST CHURCH

LOVE GOD. LOVE PEOPLE. SERVE THE WORLD.

Preschool Sunday School 8:00, 9:30 and 11:00 a.m.

Sunday Worship Services 8:00, 9:30 and 11:00 a.m.

Preschool Mission Friends 5:00 p.m.

Sunday Evening Worship & Praise Kids 6:30 p.m.

Wednesday Programming 5:45 p.m.

Additional opportunities for Bible Study and other activities are offered at various times. We welcome your call for more information at 668.1094. In addition, please visit our website at www.ebcjackson.org.

Director of Preschool Ministries:

Sherry Fesmire sfesmire@ebcjackson.org

Childcare Coordinator & Preschool Assistant:

Kristin Vandiver kvandiver@ebcjackson.org

Volunteer Coordinator & Preschool Assistant:

LaShon Hawks lhawks@ebcjackson.org

Church Phone 731-668-1094

Preschool Ministry 731-984-9229



2011-2012 Calendar

- August 4** Teacher In-service Training
- August 9** Open House & Meet Your Teacher
- August 9** First Day of Classes
- October 18-20** Fall Break
- November 24** Closed / Thanksgiving
- December 19-
January 2** Closed / Christmas
- January 3** Classes Resume
- April 10-12** Spring Break
- May 22** Last Day of Classes &
Pre-K Graduation

Inclement Weather: We will follow Jackson/Madison County School System's schedule. Days missed will not be rescheduled unless otherwise notified.

Please note: Calendar is subject to change during the course of the school year. You will be notified of any changes made.



Purpose Englewood Angels Parents' Day Out exists as a ministry of our church to provide quality education and care for preschoolers by helping them develop mentally, spiritually, socially, emotionally and physically.

Our program is a quality ministry with a Christian environment. Rooms are organized into centers where they can learn about God's creation through books, puzzles, art, music, homeliving and nature. Age-appropriate activities are used in small and large group times.

Ages of Children Parents' Day Out is designed to accommodate preschoolers ages 8 weeks through 5 years old. The cut-off date for children entering the next age level is September 30th. Children remain assigned to the same class until the next school year except in our baby & Toddler classes, which may promote according to level of mobility & development.

Days Tuesday and Thursday

Times 9:00 a.m. to 2:30 p.m. Children will be accepted at 8:55 a.m. and **must be picked up at 2:30 p.m.**

CURRICULUM

Englewood Angels will use a Whole Language approach to learning. The main emphasis will be the Biblical unit of study & Bible verse for the week. Scripture memory will be encouraged and rewarded. All other Preschool skills, including letter & number recognition, phonics, shapes, colors, & writing skills will be extensions of the Biblical unit. God's Word will permeate all activities every day.

A music and Spanish lesson will be taught each week to the Two year old, Three year old, & Four year old classes.

The 2's, 3's, & 4's will also attend a "**Kingdom Kidz**" session each week that will be a short worship time of singing, praising, and hearing God's Word. We expect to have visitors such as Pastor Ben, Mr. David, Mrs. Sherry, & others to lead our Kingdom Kidz worship.

Any extra curricular activities, such as, Ballet & Kinder-Tots will be scheduled during recess time, so that class time will not be interrupted.

"Train your child in the way
he should go, and when he is
old, he will not depart from
it."

Proverbs 22:6



Policies & Procedures 2010-2011

- Open-Door Policy** Parents are welcome at Parents' Day Out anytime. Feel free to call or drop by unannounced to check on your little one. We know how much you love and miss your child each day. You are welcome to come share special days with your child, such as his/her birthday or other special times. We can be reached any time during the day at 731-984-9229.
- Separation Anxiety** Separating from your child at first may be difficult. Try not to worry or get upset if your child seems unhappy. It is normal for children to experience some anxiety when a parent leaves them. To help your child cope with this anxiety, establish routines that reassure them of your return. Console them with hugs and kisses. Reassure them with statements such as, "I love you!" and "Have a nice day!" Our teachers promise to work patiently and lovingly with your child through this transition. Again, you are welcome to call and check on your child throughout the day.
- Discipline Policy** Our only means of discipline at Englewood Angels is **TIME OUT**. If time out becomes ineffective, you will be called to come pick up your child. Please know that we care about the safety & security of every child, so discipline must be effective for all children to receive the benefits of this ministry.

**Arrival and
Dismissal**

All parents must park in the front parking lot of the church and come inside the building to print security badges. This is very important for your child's safety. Please use the front entrance to enter and exit the building. We have a security guard there at all times for your safety. All other entrances will remain locked for the safety of the children.

When picking up your child, you must have the security parent badge to sign out. If you know that someone else will pickup your child, please leave the badge in the office for that person to get before going to the classroom. If you do not have a parent badge, the Director or an Assistant must go with you to sign out & receive your child. Anyone who picks up **MUST** be on the list for "approved pick up" and may be asked for identification if not recognized. **Children MUST be picked up by 2:30 p.m. A late charge of \$10 will be assessed at 2:35 p.m. and \$1 will be added to this charge for each additional minute late after 2:35 p.m.** The Director holds the teachers accountable for this policy, so please be accommodating.

Illness

For the protection of your child & others, **no child should come to preschool with symptoms of being sick.** Any child with the following symptoms in the past 24 hours will **NOT** be allowed in the classroom:

- *Fever
- *Vomiting
- *Diarrhea
- *Green or cloudy runny nose
- *Runny or pink eyes
- *Croup, continual coughing or sneezing
- *Skin appearances such as rashes, boils, blisters, etc.

Again, the Director holds the teacher accountable for enforcing this policy, so please be respectful & considerate in this area.

Birthdays Each child will have an opportunity to celebrate his/her birthday in their classroom. You may arrange a time with the teacher to provide lunch, bring cookies, cupcakes or other treats to share with your child's class. Invitations to parties off campus may only be distributed if given to **all** children. This procedure is to insure there are no hurt feelings.

Dress We encourage you to dress your child in comfortable play clothes. Elastic waist pants or shorts are best for potty training and independence. For the safety of your child at Parents' Day Out, we encourage tennis shoes or shoes without slick bottoms. Please refrain from dressing your child in sandals, clogs, cowboy boots or other slick bottom footwear.

Outside Time The children will play outside, when weather permits, to promote gross motor skills. Coats & jackets appropriate for playing outside in the weather must be brought for your child.

Clothes Please bring a change of clothes with your child's name on each article, in case of an accident or sickness. If your child is potty training, it may be necessary to bring more than one change of clothing. Please understand that parents will be called if your child needs a change of clothes. Remember to **Label All Items in Bags!!!!**

Babies We will furnish bibs, blankets and clean toys. You are responsible for providing the bottles, cups, spoons, milk (or formula), baby food, diapers and pacifiers that will be needed for your child each day. **Please label all items, including diaper bags, bottles and baby food jars.** Do not bring jars that have been opened. Please include at least two changes of clothing each day.

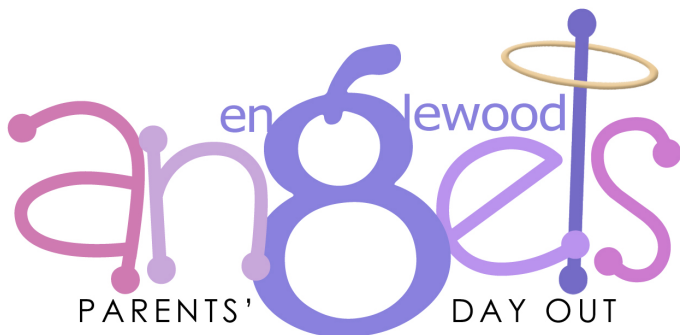
Toys We request that you **DO NOT** allow your child to bring toys to school. Toys tend to cause multiple disruptions among children and may get lost or broken. Any toy that is brought to school may be taken to the office for the parent to pick up at your departure. **NAP ITEMS** may be brought to sleep with, but must be soft, suitable items to promote rest, such as stuffed animals or baby dolls.

Snack and Lunch A morning snack with juice is provided. You will need to provide your child with a nutritious lunch. Do not send cola or other sugar-filled drinks. Please do not send anything in a glass container. Please label the lunchbox with the child's name, and provide cold packs if the items need to be kept cool. Lunches will not be refrigerated. **Remember we are peanut free.**

Withdrawal We request a two-week written notice to withdraw from the program. You will be responsible for those two weeks' fees whether or not your child attends.

Payment Fees are due by the 10th of the month in advance. Payments will be considered late after the 10th, and a \$15.00 late charge will be added every week it's late. Please make payments by check, money order or exact cash. We do not keep money at this location. We reserve the right to ask you not to bring your child if fees are not paid on time.

“Let the little children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these.” *Matthew 19:14*



Fees Registration fee: \$50 per child - **non-refundable & Due before enrolled into a class.**

Monthly Rates: \$150 **Due by the 10th of the month, to prevent late fees.**

The number of days in a month will not change the cost per month. If you attend all year, there is an average of eight days each month.

If you have more than two children attending, ask about a discount!

Drop-ins: \$35 per day, per child:
Enrollment fee must be paid BEFORE first Drop-in.

Please call the office to make sure space is available, and so the teacher can be prepared.

Supplies The 3 & 4 year old classes will need to bring the following supplies & replace as needed:

- Clear Supply Box
- 8 Pack Large Crayola Crayons
- 10 Pack Large Crayola Markers
- Scissors--Fiskar (not pointed)
- 10 Glue Sticks

Please label ALL items with child's name.

NOTES

NOTES