

**GRACE CHRISTIAN PRESCHOOL**

**2009 - 2010**

**INFORMATION BOOKLET**



**GRACE LUTHERAN CHURCH**  
51737 S. Columbia River Highway  
Scappoose, OR 97056  
503-543-3153 Preschool  
503-543-6555 Church  
[www.gracechristianpreschool.com](http://www.gracechristianpreschool.com)

## **FORWARD**

Welcome to Grace Christian Preschool. We are looking forward to having you and your child involved in our preschool community. This booklet contains a brief explanation of the program that Grace Lutheran Church offers through its preschool. It is going to be a great year!

Should you have additional questions, please contact our Director, Deborah Christensen at 503-366-0880.

## **MISSION OR PURPOSE STATEMENT**

"Share the love of God with preschoolers and their families by introducing them to and nurturing a living relationship with God."

## **ABOUT OUR STAFF**

**Kristy Warneke** is very excited about returning as our head preschool teacher this year. Kristy graduated from University of the Pacific and has taken Masters Classes in CA and at PSU. She has a broad base in education including teaching in several preschool programs in Columbia County and working with the Scappoose school band program. Kristy's experience and outstanding musical facility with guitar, flute and teaching children through music are great assets for our preschool. Kristy has been a member of Grace Lutheran Church for over 20 years and lives in Scappoose with her husband Doug and grown sons Ken and Scott.

**Alison Jones** has lived in South Columbia County for most of her life and has been happily married to her high school sweetheart for 17 years. She has two sons, ages 14 and 11. She enjoys scrap-booking, reading and bike rides with her family, as well as helping kids, volunteering at Warren and Peterson schools and working with the Cub Scouts and church youth programs. She has wanted to work for Grace Christian Preschool ever since her boys attended and has been a great asset to GCP for the past 3 years. She is really looking forward to meeting each of you and helping to make your child's preschool experience both educational and fun.

**Clairissa Williams** is very happy to be returning for another year at GCP. While she continues to help educate the preschool students, she herself will be returning to attend PCC again this fall to complete her second year of college. Clairissa plans to transfer to Portland State University where she will earn a degree in Elementary Education. Outside of school Clairissa enjoys horse activities, outdoor adventures, and volunteering throughout the community.

## **PHILOSOPHY**

As an important ministry of the Grace Lutheran Congregation, Grace Christian Preschool will help fulfill each of the congregation's five functions: education, worship, evangelism, fellowship, and service.

**Education** Education occurs daily in all subjects to prepare children to serve God and people throughout their lives. The Holy Spirit through God's word nurtures children's faith in Christ.

**Worship** Children will be encouraged to grow in their prayer lives, learning to pray privately and corporately whenever needs or opportunities arise.

**Evangelism** Children of un-churched families hear the good news of Jesus' love and share it with their families and friends.

**Fellowship** Each person's uniqueness is recognized, and individuals are helped to achieve their full potential. Teachers and students work together to maintain a classroom atmosphere of love and joy.

**Service** Children are led to help others, not only in the school, but also in the community and the world. Teachers encourage Christ-like compassion and love for all people.

Grace Christian Preschool will present a developmentally appropriate program for young children. The program is designed for the age group served and implemented with attention to the needs and differences of the individual children enrolled.

## **CURRICULUM**

Grace is a Christian preschool. Our curriculum includes a broad range of developmentally appropriate activities for its preschool age children. At all ages, the curriculum is presented from a Christian point of view, including instruction in Bible stories and Christian living. Our areas for study will include:

Religion  
Science  
Math  
Music  
Language Arts  
Art

Our program emphasizes the key areas of development in a young child:

- Cognitive – providing the concrete, hands-on experiences through which a child learns.
- Emotional – developing self-esteem, confidence, and interdependence.
- Physical -- providing exercise for large and small muscle groups.
- Social – building the foundation for interpersonal interaction.
- Spiritual – focusing on Jesus Christ as our loving Savior.

## **ADMISSION POLICY**

Children must reach the age for the class in which they are enrolled by September 1, 2009. Grace Christian Preschool admits students of any sex, race, and color, national and ethnic origin to all school programs and activities.

## **SCHOOL HOURS/ATTENDANCE**

- 4-yr-old Pre-Kindergarten.....Morning class (Red): 8:30-11:00 AM Mon., Wed., and Fri.  
Afternoon class (Green): 11:45 AM -2:15 PM Mon., Wed., and Fri.
- 3-yr-old Preschool.....Morning class (Purple): 8:30-11:00 AM Tues. and Thurs.  
Afternoon class (Yellow): 11:45 AM -2:15 PM Tues. and Thurs.

Regular class attendance is important for learning and therefore students are expected to arrive on time. Teachers will greet children and parents at the classroom door. Please have your child arrive no more than 5 minutes before the start of class. Entry to the preschool is through middle door at the main entrance of the new building. Please call if you are going to be late 503-543-3153.

**Please be sure to be on time to pick up your child at the end of class. The time before class, both in the morning and afternoon, is a time for the teachers to prepare for that day's class. In an effort to assure prompt pick up of children, a late fee of \$5.00 for the first 10 minutes late and \$1.00 for every minute after will be charged starting at the end of the first 10 minutes and payable upon late arrival.**

Grace Christian Preschool will not allow your child to leave with anyone not previously designated in writing. You must fill out a release form stating who is authorized to pick up your child. We will not accept phone calls, unless the person picking up your child is on your permission list in your registration form. You should also notify the school if there is someone not allowed to pick up your child.

If your child attends Grace Christian Child Care Center for daycare on the day(s) he/she is in preschool, please be sure that you have filled out a release permission form so that the preschool teachers can sign your child out from the daycare to the preschool room at their class time.

## **TUITION**

The registration fee is \$50.00 and is non-refundable (this includes a Grace Christian Preschool T-shirt), and the field trip fee is \$25.00.

- 3 days per week classes.....\$135.00 paid per month  
(June will have a partial tuition of \$40.00)
- 2 days per week classes.....\$95.00 paid per month  
(June will have a partial tuition of \$30.00)

**All tuition is due the 1st of each month.** No adjustments are made for holidays or absences. If tuition is not paid by the **10<sup>th</sup>** of each month a \$15.00 late fee will be added to your account unless prior arrangements have been made. A reminder will then be sent out. **If the tuition is still not paid, your child will not be able to participate in class until your account is current.** If you need assistance in this area, please contact Deborah Christensen at 366-0880. May and June tuition are billed together to decrease paperwork and confusion during the last weeks of class. Tuition fees for the month of June are waived for students who pay tuition for the entire year before October 1, 2009.

## **DAY CARE INFORMATION**

If you use day care, please keep us informed with the day care provider's name, address and phone number. If problems arise, we may need to contact them. If you are interested in enrolling your child at Grace Christian Child Care Center for daycare please contact Cindy Overstreet at **503-543-2734**.

## **SCHOOL CLOSING POLICY**

During bad weather Grace Christian Preschool will be following the Scappoose School District's school closure. When it is announced that Scappoose schools are delayed or closed we follow the **Kindergarten schedule**. Listen to KOHI (1620 am), KGW (620 am), KEX (1190 am), 95.5 fm, or 103.3 fm. If we have closures due to bad weather, we will evaluate the need to make up days depending on the number of cancelled days. You may also call our message machine at 503-543-3153 to get any updated information.

## **ILLNESS/DISEASE**

Your child's health is a major concern to us. As such, we must make every effort to protect the health and safety of all students at Grace Christian Preschool. It is very important that we have the cooperation of parents in watching their children for signs of illness or disease.

Please **DO NOT** bring your child to school with symptoms such as:

- Fever
- Sore Throat
- Nausea
- Vomiting
- Diarrhea
- Swollen glands
- Headache
- Earache
- Flushed Face
- Inflamed eyes
- Skin rash

If a child develops these symptoms, the parents will be notified to promptly pick up the child from school.

With some communicable diseases we will require proof of treatment prior to the child's return to school.

If a child contracts head lice, we will notify the parents immediately to arrange for dismissal of the child until the problem has been fully treated. Likewise, we will need to be notified immediately if you discover that your child has head lice.

**If a child requires medication during the school day, arrangements must be made with the teacher. Do not send any medication with the child, even cough drops, without notification to the teacher.**

## **CLOTHING**

All clothing that is removable must be plainly marked with your child's name. Clothing should fit the weather, and give freedom for play. Please keep in mind that the children may be working with messy art supplies. Also, as we play outside often, the children should wear rubber-soled shoes with good traction. Please keep a change of underwear and pants, labeled with your child's name, in your child's backpack in case they have an accident during the day.

## **BACKPACKS**

Each child will need to bring a back pack to school for transporting papers, extra clothes, sharing items and snacks to and from the preschool classroom. Please label the back pack and clothing with your child's name. Only the student, his/her parents and the preschool teachers have access to the back packs during class time. Please do not have third parties (friends, babysitters) try to send items home from preschool in your child's backpack. We cannot be responsible for making sure that those items reach you.

## **DISCIPLINE**

Setting limits gives children the security of knowing that their strong emotions will not lead them to do things that they will later regret.

We teach the child about safety, care of property, good health habits, and consideration for others. We allow the child to make as many decisions as possible within the necessary limits. We explain the rules in a cheerful, sympathetic manner to make them understandable and acceptable to the child. We enforce the rules in a positive, non-personal way.

In spite of the limits we set, difficult situations will arise. We attempt to foresee and forestall trouble. We redirect an uncooperative child to another activity. When the child remains uncooperative, a "time-out" may be needed.

At Grace Christian Preschool we use the "time-out" chair to implement our disciplinary policy. The reasons for using the "time-out" chair include the following:

1. Running in the classroom.
2. Hitting, kicking, biting or injuring another child.
3. Taking a toy away from another child repeatedly. This is not used unless this behavior becomes habitual.
4. Directly disobeying the teacher or classroom aide.
5. Spitting.
6. Throwing objects in the classroom, which are not meant to be thrown.

Children will remain in the time-out chair for no longer than 5 minutes. At the end of the time out, the teacher will discuss the broken rule with the child again, and the child will be allowed to enter into the activity again.

Discipline for hitting, kicking, biting or injuring another child may be handled in the following manner:

First the teacher will talk to the child and explain the rule no hitting, biting, etc. and why we have the rule. The child will then be requested to tell the other child that he/she is sorry and the parent will be notified.

On the second offense, the child is removed from the situation and asked to sit in the time-out chair. Once again the child is reminded of the rule against hitting or injuring another child. Parents will be notified and a conference may be scheduled.

If on the third offense the child continues the unnecessary behavior; and by doing so is disrupting the learning process of other children in the class or consistently injuring other children, the child's parent will be called to come and remove this child from class. At this time the teacher and parents will set up a conference time so that they can decide upon proper action to be taken. It is possible that the child will be removed from class permanently if it is a chronic problem. This is very rare; most of the time this does not become a serious matter.

## **ITEMS FROM HOME**

Educational toys and games will be provided by the preschool. We do not encourage children to bring toys from home, unless it is for sharing day, which will be assigned. Other items that are discouraged are any type of makeup, hairbrushes or combs. These are personal items and should be left at home.

## **NEWSLETTER**

Each month we will distribute a newsletter with information and upcoming events. The calendar sent with this booklet is a list of events that are set. Other events may be planned throughout the year. We will distribute other notices as necessary.

## **SNACKS**

A schedule listing the days that each student should provide a healthy snack for their class will be sent home at the beginning of the school year. The snack assignment list will provide information on any allergies or specific items that students in the class should avoid bringing for snacks. Grace Christian Preschool will provide the beverage and on occasion will be providing special snacks if they have a baking project, etc. The preschool will always have a backup on hand in case of a problem or absent child. All snacks provided must be **store bought**. Please send a HEALTHY snack on your requested day (i.e. crackers, fruit, veggies with dip etc.). Only bring special treats on the day we celebrate your child's birthday week. If your child has problems with certain foods, ensure your Preschool Registration is accurate and kept updated.

## **BIRTHDAYS/PARTIES**

Children who have birthdays during the school year will be remembered as near to the actual date as possible. Children whose birthdays are in the summer months will be remembered throughout the year. Grace Christian Preschool will also celebrate selected holidays: Thanksgiving, Christmas, Valentines Day, and Easter.

## **CONFERENCES**

We will provide progress reports twice throughout the year. If a parent desires, another conference may be scheduled to discuss your child's progress. Please feel free to contact Mrs. Warneke for an appointment if you have concerns about your child that you would like to discuss.

## **SUNDAY SCHOOL & WORSHIP**

Grace Lutheran Church offers Sunday school for ages 3 years – 6<sup>th</sup> grade at 10:15 AM, during our Worship service. Adult education meets at 9:00 AM. We cordially invite you to come and have fellowship with us. If you have any additional questions in regards to Grace Lutheran Church you may contact our church office or Pastor Phil Mann at 503-543-6555.