

Welcome!

The Staff of the MCCP would like to welcome you and your child to our preschool. It is our hope that everyone can work together to make this a rewarding experience for all. If there are any questions, comments, or concerns you have throughout this year, please feel free to speak to me in person or through email.

Amanda Trent

Director/Preschool Teacher

mccpreschool@outlook.com

Our Philosophy

1. To instill the knowledge of and love for God and Christ.
2. To enhance the child's awareness of God's creation.
3. To guide the child to see himself or herself as a unique person with special meaning to his family, his friends, and God.

Our Objectives

1. To aid the student in developing the attitude of liking himself and others. Everyone is unique and special.
2. To aid the student in developing good language skills.
3. To aid the student in developing physical coordination including both large and small motor.
4. To aid the student in developing an awareness of art, music, and literature.
5. To aid the student in developing awareness and understanding of their environment and world.
6. To aid the student in learning appropriate behaviors including: patience, respect, observing the rights of others, and learning to value other's property.
7. To aid parents in the development of the child's physical, emotional, intellectual, emotional and social growth.

School hours and schedule

Beginner Class –Mondays & Wednesdays

Morning class 8:30-11:30; Afternoon class 12:30-3:30

PreK Class: Mondays, Wednesdays, and Fridays

Morning class 8:30-11:30; Afternoon class 12:30-3:30

Registration and Fees

Registration will start at the end of May. A non-refundable thirty dollar registration fee will be due at the time of registration. Children of Michigantown Christian Church and parents whose children are currently enrolled are given priority until June 30th. After that time, registration will be open to anyone. When there is a vacancy in the school, it will be filled from the waiting list in the order applications were received.

Monthly fees of **\$70.00** will be due by the first of every month for the three year old class. A monthly fee of **\$90.00** will be due by the first of each month for the pre-K class. Make all checks payable to Michigantown Christian Church Preschool or M CCP. ***If you are paying with cash, please put the money in an envelope and write the child's name and the amount on the outside of the envelope.***

If a payment has not been received after two weeks, a note will be sent home reminding you, and a \$5.00 late fee will be added to the account. If a payment or other arrangements have not been made after one month, you will receive a final notice of reminder. If your fees have not been paid the student will be removed from the preschool enrollment until all fees are paid in full. ***If circumstances arise causing a problem or hardship please contact Amanda Trent as soon as possible so we can work out a payment schedule!***

Withdrawals

A two week notice is required before withdrawing a child from school. This will give us time to arrange your child's things and make adjustments to your child's tuition if necessary. This also allows us to fill the child's spot.

Health and safety

If your child shows signs of illness or has a fever of 100.1 or above, we ask that you keep the child at home for the child's well-being and the well-being of the other students. If your child becomes ill during school hours, you will be contacted to pick him/her up promptly from school. If it should be discovered that your child has acquired lice, your child may NOT return to school until he/she has been treated and has been lice free for one whole day. Please make sure you have a contact number on file.

Absences

Since learning at our Preschool is sequential it is very important your child attends every session. However if your child shows signs of illness or must be out of town we would appreciate it if you notify the school of your child's absence.

Visits/volunteers

We welcome and encourage you to volunteer or visit your child's class whenever you like; however, it would be most appreciated if you could make arrangements ahead of time with your child's teacher.

Arrival and pickup

When arriving, we ask you to park, use the north doors of the church **and escort the child into the building**. Children will not be allowed in the building before ten minutes to starting time. At the end of the session, drivers are asked to park and enter the building through the north doors and wait in the designated area until the teacher releases the child into your care. **Parents are then responsible for gathering the child's items, escorting them to the car, and securing the child in his/her car seat!** If the child is not picked up by ten minutes after dismissal, \$1.00 for every additional minute will be charged to your account. **A person will be allowed to pick up a child if they have their number, are on the pickup list, or have a note from parents.**

Snow days/ Vacations/Delays

MCCP follows the same schedule as Clinton Central Schools. Please watch the calendar for special events or snow days. Anytime Central has a snow day, we have a snow day. If it is a one hour delay, we will not be affected. If it is a two hour delay, we will attend school from 10:00 – 12:00.

Evaluation-Conferences

Beginner's class – Conferences are held at the end of the Fall and Spring semesters. If you have concerns before then, please contact your child's teacher.

Pre-K class – Conferences are held at the end of the Fall and Spring semesters. Parents are encouraged to attend both to actively participate in their student's education.

You are welcome to schedule a conference with your child's teacher at any time throughout the year if you have any concerns or questions.

Snacks

Students/Parents are asked to provide the daily snacks for the class. Your child's teacher will send out a schedule at the beginning of every month letting you know when your date of responsibility is. We ask that you bring healthy snacks and drinks from ideas see the approved snack list. We also ask that you furnish the cups, napkins, utensils necessary for your snack.

Clothing

We ask that you remember that the children will be sitting, playing, and doing art projects both on the floor and outside. So please dress your child appropriately for play and weather. Please make sure to label all outerwear and backpacks with your child's name. All sandals MUST have a strap on the heel.

Supplies and Needs

*Your child will need a **backpack** to carry their things in every day.*