

**Lutheran Church of Our Redeemer
Christian Preschool**

Parent Handbook

2017 - 2018



***Where learning is fun in a socially-
interactive, faith-building, early-literacy
preschool program!***

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Welcome

WELCOME to Lutheran Church of Our Redeemer
Christian Preschool.

The key emphasis is on the development of socialization skills along with cognitive, language, gross and fine motor skills. Each week a new Bible story and a variety of music and short verses are shared with the children.

We are excited that you and your child are enrolled in our Preschool. Feel free to visit with us should any questions or concerns arise in the future.

You may call us at the church 886-2696, Ext. 210 or at our homes. Miss Nikki at (605) 237-1887 or Miss Christy at (605) 237-6453

Staff

Preschool Director/Teacher:	Nikki Landmark
Preschool Teacher's Aide:	Christy Crook
Senior Pastor:	Pastor Kent Stillson
Associate Pastor:	Pastor Dan Ofstehage
Visitation Pastor:	Gary Westgard
Administrative Secretary:	Jodi Spilde
Business Manager:	Donna Hamre
Education Director:	Angela Terhark
Youth Director:	Philip Lickei
Welcoming & Caring Ministries:	Twila Schmitt
Worship & Music Coordinator:	Robbyn Givens
Custodian:	Adam Lauseng
Janitorial:	Marilyn Byer Jodi Pearson

Preschool Committee

The preschool committee is made up of parents, church council, and pastoral staff. If you are interested in joining the committee, please contact Miss Nikki or Miss Christy.

Mission Statement:

Lutheran Church of Our Redeemer Christian Preschool:
Where learning is fun in a socially-interactive, faith-building,
early-literacy program.

Curriculum

Christian:

Teach children how they should live and they will remember it all of their life. Proverbs 22:6

- Learn about God's love.
- Children hear and learn stories and songs about Jesus life.
- A prayer and song is shared before our daily snack time.

Socialization:

- Children develop a sense of self and learn to relate to others.
- Children move from self-play to cooperative play with other children.
- Children learn to resolve conflicts, while they play.

Early-Literacy Skills:

- Literacy is the ability to read and write. We stimulate an interest in books, through daily reading.
- Children are engaged in oral language, learning to talk and visit with other children.
- While listening to books and songs, children grow in their vocabulary.
- Pre-Kindergarten children learn to recognize and write letters and become aware of the sounds that goes with each letter.
- Pre-Kindergarten children learn how to write their first and last name.

Philosophy of Christian Education

It is the fundamental belief of Lutheran Church of Our Redeemer that Christian Education should provide families, whatever their background, race, sex, or color, with a wide variety of quality learning experiences. Being with other children in a Christian environment that fosters a Christian faith and life conducive to successful living needed in a changing world.

Arrival & Dismissal

1. Use the northeast door for entrance. It is next to the LCOOR Preschool sign. Bring your child into the preschool door and depart after helping them hang up their book bag.
2. LOOK FOR CHILDREN, WHEN YOU ENTER AND EXIT!
3. Children may arrive five minutes before class starts. Classroom door is locked after all children arrive.
4. Please try to be prompt and close to arrival and dismissal time. Please call if you are running late.
5. Teachers need written permission (see form sent out to you) to release children to someone other than a parent. In an emergency situation, please call and speak to Miss Nikki or Miss Christy.

Attendance

Call the preschool if your child will be absent: 886-2696: Ext. 210. You are encouraged to leave a voice mail message or text message.

Class Sessions & Schedules

Pre-K Session Schedule

Session 1: PRE-KINDERGARTEN YEAR

Four & Five Year Olds

Monday—Thursday

MORNINGS: 8:30 – 11:30 AM

Session 2: PRE-KINDERGARTEN YEAR

Four & Five Year Olds

Monday—Thursday

AFTERNOONS: 12:15 – 3:15 PM

****ALL CHILDREN SHOULD BE BATHROOM TRAINED****

Simple Dress Code

Please dress your child in clothing that:

- Will not cause danger during physical activities.
- Will not be ruined by markers or paint.
- Is manageable for the child when using the bathroom.
- Shoes should have a non-slip tread and be comfortable for gross motor play.

Pre-Kindergarten Classes need to dress appropriately for outdoor play. For the Fall and Spring, a lightweight jacket or sweatshirt. For the winter, coat, snow pants, hat, mittens and boots are necessary.

Communication

The safety and security of your child is of great importance to us. For this reason, the following are provided for you to keep the communication open and friendly. Each month you will receive a Calendar, which includes what we will be doing, as well as things that are coming up. Other forms of communication will include emails, notes, phone calls, text messages, and conferences. Discuss problems and concerns with your child's teacher, (preferably in the office or away from the child's auditory perceptive range.)

As parents, please be willing to provide the following:

1. Emergency Numbers, Medical History & Field Trip Information
If your child is allergic to specific foods, please let us know of the allergy immediately. If possible provide a written notice from your child's doctor. You may wish to pack a daily snack for your child to avoid food allergies.
2. Any medical problems, fears, or if your child is crying and emotionally upset, please call or schedule a conference.

Two scheduled Parent/Teacher conferences will be held.

If you desire additional conferences, they can be scheduled at your request.

Illness of Your Child

If your child is ill, please do not send him / her to school.

Signs of illness:

- Vomiting or diarrhea.
- Elevated temperature.
- Listless and doesn't feel well.

If your child has been exposed to or has contacted a contagious disease, please inform us immediately. ***If your child becomes ill while in school, you will be contacted as soon as possible. The emergency information filled out and signed by the parent will indicate the parent's accessibility and whom to contact in case they cannot be reached.***

Inclement Weather

We will send a text message to your listed phone number using Remind.com (available from Miss Nikki or Miss Christy) and we will post on the preschool Facebook page of any inclement weather closings.

If Watertown School District has a 10:30am start or a 1:00pm dismissal, we will not have class. If they are closed we will do the same. The ultimate decision whether to send your child is up to you as a parent.

Do not risk your child's or your safety.

Disciplinary Guidelines

In order to foster a positive learning atmosphere and a safe environment for all children, the following guidelines are used in the event of negative behavior. Negative behavior occurs anytime that one child is physically hurting themselves or another child.

- Hitting or throwing objects.
- Refusal to stay with the other children in the class, or within the classroom boundaries.
- Children are not allowed to intentionally, repeatedly break and destroy equipment or other children's things.
- A child is being disruptive with inappropriate language.

Steps used in disciplining your child.

REDIRECTION: Taking the child, and visit with them about their behavior and trying to encourage and help them to become involved in constructive play.

TIME OUT: When redirection does not change the negative behavior, the child will rest in the chair for three-five minutes (depending on the child's age), then be allowed to join the class.

An incident report will be completed in the event of an incident/behavior and be sent home with the child.

Tuition

Pre-Kindergarten Tuition is \$130.00 per month.

Tuition is due the first school day of each month, September through May. A reminder message will be sent after the 10th of the month. If tuition is not paid by the 20th of the month, your child cannot return until parents contact the teacher to make arrangements for payment.

1. **Traditional Check: Make checks payable to Lutheran Church of Our Redeemer (LCOOR)**
2. **Cash:** When paying with cash, please place in green envelope with name on front.
3. Use **automatic withdrawal** from your checking/savings account. Fill out a form, available from Donna in the church office, attach a voided check, and turn it into Donna in the church office.
4. **Online credit card, go to www.lcoorwatertown.org.** Click on the GIVE NOW button in the lower right hand corner. Set up a profile if you are a first time user of the system. Once you have set up a user name and password, log in and set up a recurring transaction for the tuition amount in the CHRISTIAN PRESCHOOL field. Because of the additional fees associated with paying by a credit card, we ask that you **add \$3.00 to the monthly rate to help cover that cost.**
5. **Any reoccurring payment that is set up will not qualify for the SCRIP savings.**
6. **Any questions please visit with Donna in the Church Office.**

Reduction of Tuition

Scrip is available in the church office and after worship services. Please remember to mark that you are a **LCOOR Christian Preschool Parent** in the upper right hand corner of the form. By doing this we are able to keep a record of your percentage of savings applied to the following months tuition.

Earnings: You can earn up to, but not exceeding, \$20.00 off of your child's tuition with a limit of \$20.00 per family per month. The percent of what you purchase, as listed on the SCRIP order form will be the determining factor.

Only parents of preschool children are allowed to use the SCRIP discount when purchasing SCRIP.

Example: If you purchase \$400.00 in HyVee or County Fair Scrip per month, you can earn \$20.00 against the next month's tuition. (Except those set up for reoccurring payments.)

Scholarships

Scholarships are available for families in need.

Families must pay one half of the full rate for the two months.

A family can only receive the scholarship once in a given school year. Ask Miss Nikki or Miss Christy for an application form and for details.

Snacks

Each day a ***nutritious snack*** will be provided for your child. Parents are asked to help in providing a snack on a rotating basis. Each snack should include enough food and drink for the number of children in your child's class. Please bring the snack at the beginning of the class session.

On special occasions, such as birthdays, sweets and cookies may be served in addition to the snack . Your child is the leader of the day on their birthday and on the day they bring snack.

White milk, chocolate milk, Juicy Juice, Apple Juice, Orange Juice, Capri Sun, and Gatorade are acceptable.
We discourage Kool Aid and artificial colored drinks.

Listed below are some ideas:

- Muffins
- Cereal
- Raw Vegetable with a dip
- Fruit: Apple wedges, orange slices, bananas, grapes, watermelon.
- Crackers: Wheat, Saltines, Graham
- Teddy Grahams,
- Scooby Doo Graham Snacks
- Pizza: Please bake at your home, Wrap in Saran Wrap. We will warm it up in our microwave.
- Cheese & Meat
- Popcorn
- Puddings

REMEMBER: Don't make it hard on yourself. Ask your child for ideas.

Don't Forget

1. Talk about things you do.
2. Talk about places you go.
3. Answer questions.
4. Listen to your child.
5. Read and talk about books.
6. Tell stories together.
7. Play games with your child.
8. Play word games together.
9. Pretend with your child.
10. Praise your child.
11. Pray with your child.



MATTHEW 19:14

Calendar for 2017-2018

Pre-K (Morning/Afternoon) Monday—Thursday

September 5:	First Day of School
September 28:	Picture Day
October 9:	Native American Day, No School
November 2:	Parent/Teacher Conferences, No School
November 22-24:	Thanksgiving Break, No School
December 25—January 1:	Christmas Break, No School
January 2:	Classes Resume
February 19:	President's Day, No School
March 1:	In-service, No School
March 14-16:	Spring Break, No School
April 2:	Easter Monday, No School
April 12:	Parent/Teacher Conferences, No School
May 17:	Last Day of School

Our Classroom Bible Verse:

Teach children how they should live, and they will remember it all their life. Proverbs 22:6

Play is good for the brain, it teaches children how to problem solve and interact with others. All of that running, jumping, and twirling is good for the body.

I am in preschool,

I am not built to sit still.

Keep my hands to myself, take turns, be patient,
stand in line, or keep quiet.

All of the time.

I need motion, novelty, adventure, and to engage
the world with my whole body.

Let me play!

Trust me, I'm learning!

