

**ST. PAUL'S PRECIOUS LAMBS PRESCHOOL  
108 EAST HIGHWAY 4  
PLYMOUTH, NE 68424  
402-656-4465**

## **PARENT HANDBOOK – 2010-2011**

### **INTRODUCTION**

Sharing Jesus' love and forgiveness is the primary goal of St. Paul's Precious Lambs Preschool. The children learn to love Jesus with all their hearts and to make Him a part of their daily lives. It is this Christian philosophy which makes St. Paul's Precious Lambs Preschool unique. We view your children as precious lambs with love and respect in a warm and caring atmosphere. This is done by our staff of trained, dedicated teacher, director, and assistants. We see ourselves as partners with parents in child-rearing, helping to impart timeless and changeless Christian morals, values and ethics in an ever-changing world. All this is done in a stimulating environment conducive to learning.

### **PROGRAM**

St. Paul's Precious Lambs Preschool will operate following the schedule of St. Paul's Lutheran Elementary School. St. Paul's Precious Lambs Preschool is part of the early childhood ministry of St. Paul's Lutheran Church and School. Our program offers a preschool atmosphere for any children ages 3-5.

### **PURPOSE & PHILOSOPHY**

All programs of St. Paul's Lutheran provide a sound Christian education and environment to nurture the children and treat them with love and respect. Sharing the message of love and forgiveness of Jesus is the most important part of our preschool. Our preschool provides a safe, healthy environment, which fosters spiritual, social, emotional and physical development. Our program includes age-appropriate and developmentally sound activities such as art, music, activity and learning centers, Bible stories, as well as indoor and outdoor large motor skills.

### **GOALS**

St. Paul's Precious Lambs Preschool strives to instill self confidence through the knowledge that Jesus' love for His precious lambs is unconditional. We provide a safe and secure Christian environment which will promote the growth and development of your child.

### **NOTE TO PARENTS**

To families with no church home or those looking for a new church home, we extend a warm welcome. Many families have already grown to appreciate our Christian love and caring for their children. We are certain that you will be very pleased with our preschool program. As a Christian preschool, we seek to help your child grow academically, socially and spiritually. The spiritual aspect of your child's development is a vital and essential part of his or her overall development. It is this aspect of our preschool that makes St. Paul's Precious Lambs Preschool special and sets us apart from many other preschools.

## **OBJECTIVES**

### **A. Surroundings**

We provide a safe, enjoyable, stimulating environment to assure the parent and to strengthen the child.

### **B. Staff**

We provide a competent staff of qualified, caring professionals to provide a quality program. The staff is certified by the state of Nebraska and the Wisconsin Evangelical Lutheran Synod.

### **C. Religious Instruction**

1. We share basic Christianity with each student in a caring, gentle manner.
2. We hope to lead children to believe in Jesus Christ as their Savior, by sharing God's Word.
3. We minister to the whole child including mental, physical, emotional, social and religious needs.
4. We help children develop positive self-concepts through increased awareness of their own special God-given characteristics and abilities.
5. We provide a setting in which the child and family can grow in understanding their relationship to God.
6. We help the child learn to love and serve others by developing Christian attitudes of sharing, taking turns, listening, helping and loving.
7. We help the child thank God for His many blessings.

### **D. Social Development**

1. We provide an opportunity to experience the joy of learning and discovery.
2. We help the child develop social and interpersonal skills with adults and peers.
3. We help the child develop positive concepts about family, friends, church and school.
4. We encourage the child to try new experiences.
5. We encourage the child to respect limits set in a classroom situation.
6. We help children increase their awareness and appreciation of the five primary senses.

## **ENROLLMENT**

Students must be three years old by August 31<sup>st</sup>.

St. Paul's Precious Lambs Preschool will admit children ages 3-5 of any race, sex, color, ethnic background, or national origin. The preschool does not discriminate on the basis of race, religion, color, national and ethnic origin in administration of its educational policies, admission policies and other preschool-administered programs.

## **ENROLLMENT PROCESS**

1. Application forms are available from the church or school office. Prospective students will be admitted on a first come-first served basis. Class size is limited.
2. It is very important that we have updated emergency information and phone numbers where we may reach parents in case of emergency.
3. We need to have updated files of any medical information which is necessary for our staff to know. The state of Nebraska requires to us to have a record of immunizations or a refusal of immunizations affidavit.

## **WEEKLY SESSIONS**

4&5 Year Olds - Monday, Wednesday, Friday  
3 Year Olds - Tuesday, Thursday

## **HOURS OF OPERATION**

All sessions meet from 8:30 – 11:30 a.m. Afternoon sessions meet from 12:30-3:30 p.m.

## **FEES AND BILLING**

1. Monthly Session Fee: This fee is \$55.00 (two days) and \$75.00 (three days).
2. There is a one-time Registration fee of \$30.00. The monthly payments are due on the first day of every month through the month of May. Payments can be made with the teacher.
3. Please make checks payable to St. Paul's Precious Lambs Preschool.
4. There will be a \$10.00 late payment fee for any payments received after the first of the month, unless previously arranged between parents and teacher.

## **PARENT VISITATION & PARTICIPATION**

Throughout the year you may have questions, concerns, problems, or suggestions for or about the preschool. We encourage you to contact the teacher or the principal of our school at any time.

Parents are welcome to visit our program at any time. Parental input is valued as we continue to build and improve the quality of our program.

Parents may be asked to assist the preschool in the following ways:

1. Parents are asked to provide a nutritious snack for their child's class on a rotating basis. We provide napkins and drinks.
2. Parents are encouraged to attend and help plan the class parties.
3. Parents are encouraged to attend and drive for class field trips.

Again, parents are welcome to visit at any time. Parent/Teacher conferences will be scheduled at the end of the first and second quarters or when requested by the parent or teacher.

## **DISCIPLINE POLICIES**

Discipline will be administered by the teacher or adult helpers in a kind, loving manner. When necessary, the teacher may remove a child from the group, but the child will never be left without adult supervision.

The first step to discipline is through redirection and positive reinforcement of acceptable behavior. This positive approach encourages self-control and cooperation among children.

Parents will be contacted and consulted in the event that there are persistent problems. If the child exhibits uncontrollable behavior or threatens his own safety or the safety of others, parents will be called to pick him/her up immediately.

## **PRESCHOOL CLOSINGS**

During the winter months, it may be necessary to close the preschool. We will follow the same schedule as our Lutheran elementary school. In case of poor weather, please tune your radio to KWBE 1450 AM, or your television to Channel 10/11. These stations will inform you if we have a late start or cancellation. A late start at school usually means no preschool that day.

## **ILLNESSES & ABSENCES**

Parents are requested to inform the preschool when a child will be absent for any reason. In the case of illness, we would appreciate knowing the nature of the illness, especially if it is contagious. In such cases a release form from a physician will be necessary for the child to return to preschool. Parents will be notified and advised of any communicable disease to which their children may have been exposed.

### **DAILY SCHEDULE**

8:30-9:00 Arrival/Greetings - Work and Play Period with Self-selected Activities  
9:00-9:05 Clean-Up  
9:05-9:30 Story Time, Calendar Activities  
9:30-10:00 Bible Story and Activity  
10:00-10:25 Snack & Bathroom Break  
10:25-11:10 Group Time - Thematic Activities, Readiness Skills Activities, Music  
11:10-11:25 Indoor/Outdoor Large Motor Skill Activities  
11:25-11:30 Pack-Up & Farewells

#### Afternoon Schedule

12:30-1:00 Arrival/Greetings - Work and Play Period with Self-selected Activities  
1:00-1:05 Clean-Up  
1:05-1:30 Story Time, Calendar Activities  
1:30-2:00 Bible Story and Activity  
2:00-2:25 Snack & Bathroom Break  
2:25-3:10 Group Time - Thematic Activities, Readiness Skills Activities, Music  
3:10-3:25 Indoor/Outdoor Large Motor Skill Activities  
3:25-3:30 Pack-Up & Farewells