**A Note from the Director**

Welcome to Mint Hill Baptist Preschool. We are thankful that your family has chosen to share your child with our school. There are many exciting and educational activities planned for your child this school year and our hope is that you, too, will be able to join us in some of these events.

Our goal is to help children grow spiritually, emotionally, physically and intellectually through play-based learning. As our school is a ministry of Mint Hill Baptist Church, each child will experience an awareness of God and a growing realization of God’s love. We recognize each child as a gift, and their development as a whole person is evidence of a successful early childhood program.

If I can help you in any way, please let me know. I can be reached at the Preschool Monday through Friday from 8:30 to 1:00. If you ever need to reach me after hours, my home number is 704-567-5295.

Corenda Bodnar

Preschool Director

**Mission Statement**

The Preschool program is a ministry to children, parents, and the community.

To children, loving relationships at church communicates God’s love in terms preschoolers can understand. A quality program where teachers plan activities for the children that meet physical, mental, social, emotional, and spiritual needs of these children.

To parents, Preschool is a supportive ministry to families where parents are shown God’s love. We provide the primary caregiver time for shopping, doctor’s appointments, part-time jobs, volunteer work, involvement in the church, and self-nurturing.

To the community, the Preschool Program provides a means of outreach and opportunities to invite families to regular church services, as well as to special events.

Let us know how we can minister to your child and family.

**A Day at Preschool**

Emphasis upon Christian education will be an important part of each day’s activities. The Wee Learn and Bright Beginnings Curriculum will be used to provide opportunities for children to learn about God’s world and how to live in it.

The rooms are fully furnished and arranged in activity centers. During free-play activities, children have freedom to choose activities and playmates. There is good balance between self-directed and adult guided activities. There are opportunities for group experiences, one-to-one interactive experiences, and opportunities for being alone. Children are encouraged to participate in activities, but are not forced to do so. There is outdoor play each day, weather permitting. A light snack with crackers or cereal and juice will be given to your child each morning.

**Tuition**

Registration Fee $70

Snack and supply Fee $35

Monthly Tuition

5 days a week (Fours only) $215

3 days a week $145

2 days a week $105

Ones MW

Twos TTH

Threes MWF

Fours come all five days

Tuition is due the first day of school each month. Checks should be made payable to MHB Preschool. Please give your checks to the director or place it in the envelope outside director’s office. DO NOT put your payment in a diaper bag, or backpack. Cash payments should be in an envelope with your child’s name and given to the director.

We are on a tight budget, and appreciate your promptness with tuition payments. Tuition cannot be pro-rated or refunded for time missed due to illness, vacations, etc., since the teachers must still be paid.

Any additional charges from returned checks must be paid by the parent/guardian.

Tuition will be considered late after the 10th of each month. We do not desire to charge any late charges, but you will be charge $5 a week until tuition is paid in full.

**Enrollment Withdrawal**

A two week written notice is required for withdrawal from the Preschool. With written notice, tuition amounts paid beyond the two weeks will be refunded by check through the mail.

**Illness Policy**

A child needs to be well to be able to participate actively in the program. We offer the following guidelines for determining whether your child is well enough to attend Preschool. If a child comes to school when he is not feeling well, he will be vulnerable to becoming sicker.

**Guidelines**

1. After a fever, a child’s temperature should be normal for 24 hours before returning to Preschool.

2. A child must not have had a bout of diarrhea or vomiting for 24 hours before returning to Preschool. These stomach viruses are highly contagious.

3. If your child has a nasal discharge which is thick and green, and/or if the discharge is nearly constant, please keep them home.

 4. If your child has any discharge from the eyes which is thick or unusual in color, please keep them home.

5. If your child is unable to play outdoors with his/her class, please keep them home.

Often, children may ask to come to school even though they are ill. Although your child may be disappointed, we hope that you will choose to keep them with you so they will return to school healthy.

**Arrival and Departure**

Daily hours are 9:00 am to 12:00 noon, Monday through Friday. Please respect the teacher’s preparation and clean-up time by being as punctual as possible.

**Pick-up and Security**

When dropping off your children, please escort your child to his/her class door and be sure the teacher is aware of their arrival. Only the persons to whom you give permission to pick up your child will be allowed to do so.

It is very important that children are picked up from their classrooms by 12:00 each day. Our teachers need time to clean their classrooms and get ready for the next day before they leave at 12:30. A late fee of $5.00 will be charged for every 15 minutes you are late.

If you need to pick-up your child early, please see the director; she will help you make this an easy transition for your child and the others.

**Emergency Closings**

The Preschool will follow Charlotte Mecklenburg Schools inclement weather closings and delays. When Charlotte Mecklenburg has a make-up day we will make that day up also.

**Conferences**

The four year old teacher will schedule a spring conference with parents to tell you what your child can work on over the summer before kindergarten.

Conferences are not scheduled for other ages because we communicate regularly with you when your child is picked up. However, we will schedule a conference any time that you feel a need.

**Volunteer Opportunities**

We will have a need for substitutes throughout the year especially during cold/flu season. If you can help with this, we will reduce your tuition payment for the days you work.

**Room parent:** A room parent for each age will be needed. They will be responsible for coordinating holiday celebrations.

**Christmas:** We would like for the Christmas celebration to focus on the real meaning of Christmas since the other message is communicated everywhere else. Jesus’ birth is wonderful for young children to learn about at this time.

**Easter:** This is a wonderful time to focus on New Life since Jesus gave us New Life on this day. This can easily be changed from the Easter bunny to baby bunnies and baby chickens.

**Staff Appreciation**

Everyone will be needed to help with a teacher’s appreciation luncheon in the spring. We would like to give all the families/children a chance to participate.

**Harris Teeter TIE Program**

If you currently shop at Harris Teeter, you can give the cashier our number 4099. Every time you shop we will get a percentage of what you spend.

**Family Involvement**

There will be numerous opportunities throughout the school year for families to be involved in the Preschool. Participation is also welcome on any given day with story time, sharing or special activities. Please fill out a parent Volunteer Form and return it to the director so that we may use your volunteered time & talents to enhance our learning environment.

**Fundraising**

The Preschool is allowed two fundraisers a year. All monies raised will go directly to the Preschool program, allowing us to purchase new toys and supplies, as well as bring in special guest or activities.

**How Can You Help Your Child’s Experience**

* Put your child’s name on all items that you send to school.
* Send an extra change of clothes for accidents.
* Send plenty of diapers and wipes for the day.
* Provide a towel (with Name) for rest time for twos.
* Notify Preschool if your child will be leaving with anyone besides her regular person.
* Provide your child with a backpack and check it daily.
* DO NOT send any toys in a classroom environment. If a toy is brought, it will be put in the child’s backpack for safe keeping.
* Sending appropriate nature items, pictures, or toys to share on Show and Tell day, which will be on the calendar each month.
* Dress your child in clothes that can be comfortable for play both outside and inside. (We will paint)
* Contact your child’s teacher or director with your praises, suggestions or questions.
* Encourage your child as you leave by telling her you will be back soon, and then tell them goodbye. The teachers are prepared to handle any anxiety your child may have, but they need your support.