

# St. Paul's Precious Lambs Preschool



**We have this hope  
as an anchor for the soul,  
firm and secure.  
Hebrews 6:19**

## **PARENT HANDBOOK**

**108 East Highway 4**

**Plymouth, NE 68424**

**402-656-4465**

**[www.stpaulsplymouth.org](http://www.stpaulsplymouth.org)**

revised March 2013

## **MISSION STATEMENT**

St. Paul's Precious Lambs Preschool exists to build Christ's Kingdom with the Gospel.

## **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 preschool is available to children ages 3-5.

## **PHILOSOPHY**

St. Paul's Precious Lambs Preschool program is based on the philosophy that

- God gives parents the primary responsibility for nurturing their children.
- the preschool assists parents in nurturing the growth of preschool children in a Christian environment.
- the preschool child develops best in an atmosphere of Christian love, care, trust and respect.
- developmentally appropriate preschool experiences provide children with "hands-on" activities that further their spiritual, physical, intellectual, emotional and social development.

## **GOALS**

To help each child:

1. develop a personal relationship with Jesus.
2. attain the knowledge that he is loved by Jesus.
3. develop an understanding of themselves as an important individual
4. develop independence through creative activities.
5. develop social skills.
6. develop proper behavior habits to make wise choices.
7. develop physical strength and coordination to their full potential.
8. develop academically to their full potential.

To communicate to you as parents:

1. our love and respect for your child.
2. our desire to help your child grow.
3. our Christ-centered curriculum.
4. our willingness to be of help to you whenever it is possible
5. our love for our Savior.

To encourage you as parents:

1. if you have no church home or are looking for a new church home, to visit our church.
2. to consider attending our church's Bible information class.
3. to read the Bible and hold family devotions.

## OBJECTIVES

### Spiritual Growth:

- to learn that Jesus is their Savior from sin
- to learn that Jesus is also their best friend
- to learn of God's love through Bible stories, prayers and songs
- to respond to God's love in everyday life

### Physical Growth:

- to appreciate likenesses and differences of God's children
- to observe simple health and safety procedures
- to develop small and large motor control and coordination

### Intellectual Growth:

- to learn that their abilities are gifts from God
- to practice and enjoy their disposition to learn
- to make and express choices, plans and decisions
- to experience using different materials in many ways
- to develop their language skills

### Social-Emotional Growth:

- to grow in their ability to interact with peers, adults and their environment
- to experience success in working and playing individually and cooperatively
- to grow in Christian love, respect and empathy

## ENROLLMENT

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.

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

## ENROLLMENT PROCESS

1. Registration forms are available from the 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. We require a record of immunizations or 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.

### **FEES & BILLING**

1. Monthly Session Fee: This fee is \$60.00 (two days) and \$80.00 (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 or the school office.
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 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 with 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 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 you will find our closing posted on KOLN/KGIN channel 10/11 and KLKN Channel 8. You can also sign up for text alerts through Channel 10/11, if you want to be notified on your cell phone. A late start at school means no preschool that day.

### **ILLNESS & 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. Parents will be notified and advised of any communicable disease to which their child may have been exposed.

### **DAILY SCHEDULE**

8:00 – 8:30 ~ Arrival/Check In/ Table Activities  
8:30 – 8:35 ~ Opening/Devotion/Planning Time  
8:35 – 9:10 ~ Choice Time  
9:10 – 9:15 ~ Clean Up  
9:15 – 9:35 ~ Review Time/ Stories/Calendar Activities  
9:35 – 10:00 ~ Bible Story & Activity  
10:00 –10:15 ~ Snack & Bathroom Break  
10:15- 10:55 ~ Group Time – Thematic Activities/Skills Focus  
10:55-11:05 ~ Music & Movement  
11:05-11:25 ~ Outside Time/Indoor Large Motor Activities  
11:25-11:30 ~ Pack Up/Closing Prayer

### **CURRICULUM**

At St. Paul's Precious Lambs Preschool we strive to have a well rounded, developmentally appropriate curriculum. Your child's morning will be a balance between structured and unstructured activities that allow them to explore, create, experiment and use their imagination. We will encourage positive social interactions as the children learn to share, communicate, cooperate, and care.

We will encourage the development of the Christian virtues of love, friendship, forgiveness, helping, sharing, self-discipline, responsibility, work, honesty, courage, commitment, thankfulness and faith. By combining God, families and teachers, we are hopeful that we can provide a rich environment for each child.

### **ELEMENTS OF THE CURRICULUM**

#### **CHOICE TIME**

Our classroom will be organized into different learning centers that will give the children the opportunity to discover, create, practice and apply skills, problem solve and interact with classmates. We begin choice time by making a plan for our play. The children are then free to

explore the many different centers. At the end of choice time the children review with the class the things they have done.

### **CALENDAR TIME**

During this time the children will develop listening and comprehension skills as they listen to each other and to stories. The children will develop oral language skills as they tell stories and participate in a group setting. They will also develop a sense of time and order as they use a calendar to learn days, months and seasons.

### **BIBLE STORY TIME**

At St. Paul's Precious Lambs Preschool we view your child as Jesus' precious lambs. Through Bible stories, Bible verses, Christian songs and prayer, the children will learn about God's love for them and how they can share that love with others.

We use the Christ Light curriculum. With this program, we will teach one Bible story a week and the children will engage in activities pertaining to that story throughout the week. The story will be sent home at the end of the week, and parents are encouraged to read it with their child.

### **GROUP TIME**

This time is used for a variety of group activities, both large group and small group. Throughout the year we work on different units that provide the children with many opportunities to learn new things. These units provide experiences in math, science, language, literacy and creative arts. We also focus on different readiness areas such as colors, shapes, numbers and letters.

### **MUSIC TIME**

Through a variety of songs and activities, the children are able to sing, explore rhythm and movement, and create music.

### **OUTSIDE TIME/INSIDE LARGE MOTOR ACTIVITIES**

While spending time outside on the playground or inside in the gym the children will engage in physical activities for the development and coordination of large muscles. Children will take turns, encourage others and share equipment as they slide, climb, crawl, hop, skip, jump, run, throw, kick and balance.