Dear Parents,

Thank you for choosing Mt. Pleasant Christian School’s Preschool and Kindergarten. We are privileged to serve your children and your family. We appreciate the trust which you have placed in us, and as an extension of your home, we will strive to train up your children in strong Biblical values while working to advance them academically.

Mt. Pleasant Christian School and Preschool are ministries of Mt. Pleasant Baptist Church. We welcome you to be a part of our church ministries and encourage you to contact us if we can be of service to you or your family.

Sincerely,

Denise Smallwood, Preschool Director

Sybil Smith, Administrator

**HOURS OF OPERATION:**

7:00 – 7:45 Early Care

8:00 – 12:00 Preschool

12:00 – 6:00 After Care

**COST FOR PRESCHOOL –**

**Registration:** $95.00 per child

**Preschool (K2 – K4) 1st Child** - $270/month for 9 months; $202.50 per month for 12 months or $2,187 one year payment in full (See Book Fees and other Fees below)

**K5** - $324 per month for 9 months; $243.00 per month for 12 months or $2642.40 for one year payment in full (See Book Fees and other Fees below)
**Book Rental/Curriculum Fees:** K2 - $60; K3 – K4 - $110; K5 - $160

These fees are payable through Praxis beginning June 2020. Book fees will be divided into three monthly payments and will need to be paid by the time school starts.

**Building/Maintenance Fee:** $100 per family per year

**Afterschool Care Fees:** Mt. Pleasant Students: $5.00 per hour per child, with a $240.00 cap monthly cost per family of $250.00. Non-Mt. Pleasant Students: $8.00 per hour per child, with a $250.00 monthly cap per family.

**Lunch Fees:** $1.50 per day per child for K2 – K4; $3.00 per day for K5

**PROCEDURE FOR ADMISSION:**

Children who are 2, 3, 4, or 5 years of age before September 1st of the school year are eligible for K2, K3, K4, or K5 respectively. All children in K3, K4, and K5 must be toilet trained before school begins.

1. Begin new student enrollment application through the school’s website at mpcs lions.com.

2. Documents needed for enrollment include: a current, up-to-date copy of the child’s immunization record; the child’s birth certificate, and social security card.

3. Pay all registration and enrollment fees. Monthly fees and prices are listed on the Financial information page.

**PARENT ORIENTATION:**

Parent orientation will be set up by appointment with the child’s teacher. The teacher will contact the student’s family and arrange for an appointment time for each family.

**SCHOOL SUPPLIES:**

A school supply list is posted to the school’s website as well as the school’s Facebook page. Your child’s teacher will let you know if there is any additional supplies that may be needed during the parent orientation meeting.

**THE FIRST DAY OF SCHOOL:**

Children should be brought to the Family Life Center no earlier than 7:45 in the morning. Due to the current COVID 19 regulations, every child’s temperature will be checked each morning
before the student is allowed to enter the building. We ask that parents leave their child with
the child’s teacher and not to linger on campus.

If a child must be left at school before 7:30 each morning, prior arrangements should be made
with the school office. NEVER LEAVE A CHILD AT THE SCHOOL CAMPUS WITHOUT CHECKING
THE CHILD IN WITH THE TEACHER IN CHARGE.

BASIC DAILY SCHEDULE:

Each preschool and kindergarten class will consist of the following daily activities:

- Prayer, Pledges, Roll Call
- Bible Lessons
- Phonics, reading, writing
- Bathroom time
- Snack time
- Number Lessons
- Playtime
- Activities

KINDERGARTEN PHILOSOPHY: At Mt. Pleasant Christian School Preschool and
Kindergarten, our philosophy is that all teaching should be based on the objective truth of
Scriptures and an objective body of factual knowledge. In Kindergarten, we seek to instill the
love of learning in every child. Kindergarten is not a play school. Each day brings opportunities
for new learning, growth and discovery. We encourage learning through teaching, exploration,
group interaction, creative opportunities, development of language, numeric skills, music, and
arts.

KINDERGARTEN GOALS: In Kindergarten, we seek to growth in the following areas as well as prepare them for the next grade level.

SPIRITUAL: Our goal is to assist children to grow in their knowledge of God and His love
and nurturing care for all people. Our goal is to help each child to know that God is their
Creator and that He answers prayer. It is our desire that each child know Jesus as God’s
Son, to know that Jesus loves them, and to know Him as Lord and Savior. Finally, it is
our goal that our students develop a well-rounded knowledge of Scripture, that they
develop a solid, Biblical worldview, and that they are able to apply Bible principals in
their every-day lives.

PHYSICAL: We expect your child to be able to meet the basic developmental
requirements for their age group.
EMOTIONAL: Our goal is to help each child to develop appropriately in emotional maturity. This includes being trained in proper emotional responses and expressions in various situations, such as classroom behavior, peer interaction, recreation, chapel settings, meal times, and when experiencing emotional stress.

PERSONAL DISCIPLINE: Our goal is to teach each child to develop personal, or self-discipline. Accordingly, we endeavor to teach each child to follow rules, be orderly, pay attention, follow directions, and show respect for the teacher and others in authority. Each teacher is given the liberty of ensuring classroom order so that the children have a proper atmosphere that is conducive to learning. We believe that discipline is for training and should be done in love in accordance with the Scriptures. In the event of deliberate disobedience, violence, or harming another child, the teacher will follow the established policy and procedure for discipline. The parents may be contacted in such cases and may be required to come to the school to pick up their child or administer discipline. There is a corporal correction permission statement on the enrollment form that must be signed before a student will be allowed to enroll.

ACADEMIC (Phonics and Reading): Our goal is to help each child speak clearly in complete sentences, using a broader vocabulary. They will learn to recognize likenesses and differences, to rhyme sounds, to tell an original story and to retell a story or event, to read simple phonetic words, color words, and sight words, to know and use the basic phonics rules, and to read from a series of kindergarten readers. (Writing): We help each child develop coordination and use the concept of left to right, to write letters, numbers, and their name neatly and with proper spacing, and to write words and sentences with spacing and punctuation. (Numbers): We teach the student to recognize numbers from 0 – 100 and geometric terms and symbols such as circle, square, rectangle, triangle and line, to count and write numbers 0 – 100 by 1’s, 5’s, and 10’s, to use concept vocabulary (before, after, above, under, up, down, big, small, etc.), to learn addition facts 1 – 10, to understand the relative value of coins (pennies, nickels, dimes, and quarters), and to tell time on the hour, half hour, and quarter hour.

TERMINATION OF SERVICES: Children may be removed from our program if any of the following situations occur:

1. If the student exhibits consistent disruptive, uncontrolled behavior

2. The family is divisive and this hampers the peaceful relationship with the school

3. If at any time the parent or family cannot adhere to the philosophies or practices of Mt. Pleasant Christian School
4. Should the program not be meeting the needs of the child, the school retains the right to recommend withdrawal.

5. If it is determined that it is not in the best interest of the Kindergarten /Preschool program or other students within the program for the child to continue in attendance, the school reserves the right to terminate services.

**TARDIES AND ABSENCES:** Tardies: A student is tardy when he or she arrives for class after 8:00 am. When the student is tardy, parents must check in at the school office to get a tardy slip so that the child may be admitted to class. It is very important for your child to be on time for class each day. **Never drop off a child at the school door. Due to COVID 19 restrictions, a child must have a temperature check before entering the building.**

Absences: Special concessions are made during COVID 19 restrictions for a child’s absences. Please notify the school if your child is not feeling well, or will not be attending school on a given day due to issues with COVID 19. Please send a written explanation as to the cause of absence.

**DISMISSAL:** Always be prompt in picking up your child after preschool. We dismiss at 12:00. Please do not get out of your car. We will bring your child to you. Teacher walk each child to the parent’s vehicle. **Please send a written permission not if your child will be riding home with someone other than the normal pickup person. Send the note in your child’s folder. We check folders every morning. The school CANNOT allow a child to ride with someone other than the designated persons listed on their enrollment forms without written permission.**

**EXTENDED CARE:** Please contact the school office if you are interested in taking advantage of extended care before or after kindergarten hours. The school number is 205-466-7997.

**UNSCHEDULED SCHOOL CLOSINGS:** You will be notified about delays and cancellations through an automated “all call”. **NEVER LEAVE YOUR CHILD AT SCHOOL UNTIL YOU KNOW THAT WE WILL HAVE SCHOOL THAT DAY.**

**REPORT CARDS:** Report cards are issued every nine weeks for K5 classes only.

**KINDERGARTEN RETENTION POLICY:** Students in the K5 class whose averages fall below 70 in math, phonics, or reading will not be considered passing and will not be promoted to first grade.
Length of School Year/Days

According to Alabama law, “Every child between the ages of 7 and 16 is required to attend a public school, private school, church school, or be instructed by a private tutor certified by the state of Alabama, for the entire school term in every scholastic subject under the compulsory attendance law. Code of Alabama 1975*16-28-3

Students who enroll at MPCS will be registered with the appropriate county board of education.

Students who withdraw from MPCS will be reported to the appropriate county or state board of education as withdrawn or dropped from the roll.

HEALTH CARE: A certificate of immunization must be presented to the school at the time of enrollment. This is an indication that your child is free of all communicable diseases. Please do not bring you child to school if there is any sign of illness.

- If your child gets sick with a communicable disease, please let the teacher know so the other parents can be alerted. Let the teacher know if your child misses more than two days of school due to illness.
- Medication will not be given unless it is in the original prescription bottle with the original label and instructions. All drugs, including non-prescription, must be delivered directly to the teacher with a note of explanation. All medication will be kept in the school office.
- In normal circumstances (non-COVID19) related illnesses, a child must be symptom-free for 24 hours without medication before returning to school. COVID19 related illnesses may require longer quarantine times and longer periods of required absence from school before a child will be allowed to return to school.
- If you take your child to the doctor for an illness, bring a note from your child’s physician documenting the fact that you child is no longer contagious when he/she returns to school.
- Any child that is prescribed antibiotics must be on the medication for at least 24 hours before returning to school.
- When you are called to pick up a sick child from school, you must do so in a timely manner. A sick child must remain quarantined in a separate room while waiting for parents to arrive.
- The school will administer first-aid, including wound cleaning with mild soap and water, unless advised by parents. Please advise us of any allergies your child has or develops during the school year. Send written instructions is any special attention or action is required.
OUTDOOR PLAY: We play outside daily unless it is stormy, raining, very cold, or very windy. Written requests must be submitted in order for a child to remain indoors during the outside playtime. Please dress your child according to the weather outside. Always send a coat if it is cold. Send a sweater or jacket if it is cool. In most cases, if a child cannot play outside due to illness, the child should be kept at home.

STUDENT ATTIRE: Label everything, please! Everything that your child brings to school needs to be labeled. This includes coats, hats, sweaters, hats, gloves, lunch boxes, books, etc. Please dress your child for the weather outside. Remember the buildings are heated, and children should wear a shirt under their sweatshirt or sweater so that they can remove their sweat shirt or sweater while inside the building. We advise that comfortable shoes be worn.

PARENT ATTIRE: We appreciate it if parents and other family members observe the same school dress standards as outlined in the school’s handbook when they are on campus or attending any school function.

PERSONAL BELONGINGS: The children are not permitted to bring toys, money, or other personal items. Parents will be notified if there are any special times or instructions when extra items may be brought.

PARTIES: Due to COVID19 restrictions, birthday and seasonal parties will be limited during the school year. Parents may not send food or other items to be shared. During the holidays, parents may be asked to send a small amount of money so that the teacher can purchase supplies for class parties.

TELEPHONING TEACHERS: Please do not call or text your child’s teacher during school hours unless it is absolutely necessary. Should a need arise to speak to the school, parents may call the school office at: 205-466-7997.

VISITORS: During the school day, and due to COVID19 restrictions, visitors to the campus are strictly limited. All visitors to the school campus must report to the school office to receive a temporary badge in order to remain on school grounds, and may be required to undergo a temperature check before entering school buildings.

EMERGENCY: In case of fire, tornado, child injury, or lockdown, our staff has been trained and will follow our disaster preparedness procedures. Parents will be notified in such cases and should direct any phone calls to the school office or school administration. Drills are carried out during the school year so that students will be familiar with the warning sounds, locations, and directions in case of emergency.
WITHDRAWAL: If a student needs to withdraw from the MPCS preschool or kindergarten, please notify the school office as soon as possible. All withdrawals must go through the school office, and not through the teacher. Accounts will have to be paid in full before any records can be released to another school.

NONDISCRIMINATION POLICY: MPCS admits students of any race, color, national and ethnic origin to all rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administrations of its educational policies, admissions policies, athletic or other school-administered programs.

CONDUCT AND DISCIPLINE: Discipline is training for life and maturity. Because we are a Christian school with a decidedly Biblical Worldview, we will teach our students morality and standards of lifestyle based on the teaching of Scripture. For example, please see Ephesians 4:20-32 and Ephesians 5:1-21 for our standard of model conduct, morality, and behavior.

It is the teacher’s responsibility to manage his or her classroom appropriately, according to school standards. If correction is necessary, the teacher will enforce the following procedures:

- Teacher to student: The teacher will verbally correct the student. If this correction is not immediately effective, or does not result in corrected behavior, the next phase may be
- Teacher to parent: The teacher will contact the parent either through note, phone call, text, email, etc. to discuss the problem and enlist parents’ aid in correcting behavior.
- Student to Administration: if the above measures have not corrected the behavior, the student will be referred to administration. Administration may contact the parents and a parent conference, detention, or other measures may be necessary to correct behavior.
- Corporal Correction: The teacher or administration may administer a paddling with witnesses if the behavior is not corrected.
- Parents will be required to sign a corporal correction release for enrollment.
- If repeated efforts are ineffective in correcting a child’s behavior, the student who continues to be disobedient, disruptive, disrespectful, defiant, or exhibiting any other repeated behaviors which are inconsistent with instruction and school policy, that student may be asked to withdraw from the school.