

Joyful Noise

Christian Preschool



First Presbyterian Church
Lower Level, Room 12
508 Franklin Street
Grand Haven, MI 49417

(616) 842-6760 (Church Office)
fpgh.org
(616) 847-6600 (Pre-School)
joyfulnoisekids.com

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INTRODUCTION

The First Presbyterian Church of Grand Haven offers the Joyful Noise Preschool as a safe and non-threatening way to introduce your children to the school environment. We use a traditional preschool curriculum but with a gentle emphasis on Christian values. The basic program is designed, staffed, and guided so as to stimulate your child toward developing the social and academic skills, which will be necessary for public and private school enrollment. To this traditional preschool curriculum, the Joyful Noise Preschool adds a little prayer and a few Christian songs and stories to assist your child in a faith development and morality.

The Joyful Noise Preschool's philosophy, purpose and objectives are summarized in its **Mission Statement**:

In a Christian environment of fun and nurture, "Joyful Noise" Christian Preschool seeks to stimulate the growth of children in five areas of childhood development:

Spiritually, to foster the development of Christian values by experiencing God's love in Bible stories, prayer and music;

Socially, to facilitate the development of relationships characterized by caring, sharing and trust;

Emotionally, to encourage a positive self- image, recognition of feelings and the learning of self control;

Intellectually, to stimulate language and listening skills in a non-competitive, fun-filled setting;

Physically, to enhance the learning of age appropriate developmental tasks and self-care.

PROGRAM AND LICENSING

State of Michigan Department of Human Services, Division of Child Day Care Licensing licenses the Joyful Noise Preschool Program. The state has detailed regulations governing:

- ▶ Staff qualifications
- ▶ Number of children per staff member
- ▶ Number of square feet of play space per child
- ▶ Discipline
- ▶ Equipment
- ▶ Nutrition
- ▶ Health records
- ▶ Emergency medical care
- ▶ Fire safety

The Joyful Noise Preschool program meets or exceeds each of the State's requirements and is insured.

The preschool has a director with a degree in early childhood education and child development and years of preschool program experience. The classroom is staffed with a lead teacher who has a degree in early childhood education. There are adult assistants to help with curriculum and to keep appropriate ratio of adults to children.

CURRICULUM/ DAILY PROGRAM

Each day offers your child a variety of appropriate developmental activities. They will stimulate curious minds; help develop self-esteem and compassion for others. Also create a positive attitude toward learning.

Activities include:

- ▶ Arts and crafts, both creative and topic enhanced.
- ▶ Large motor and creative movement activities
- ▶ Music, combined with storytelling
- ▶ Group projects organized around a theme concept
- ▶ Celebration of holidays and seasonal events
- ▶ Playtime, with access to developmentally appropriate toys and materials.

CLASS SCHEDULE

The preschool conducts separate classes for four year olds.

Age Four: Monday, Tuesday, & Wednesday
Afternoons from 12:30 to 3:00 pm

Age Three: Monday, Tuesday, & Wednesday
Mornings 9:00 to 11:30 am

Age Two: Thursday and Friday mornings
9:30 to 11:30 am

Age appropriate classes are determined by the child's age as of December 1st. The preschool conducts its classes on consecutive days (M-T-W and Th-F) in order to reduce separation anxiety and promote program continuity. The preschool year begins in September and ends in May. A Mini Session may take place if there is interest shown to do so. This may be a four or five week, three-hour session.

2008-2009 School Year

1st Session: Sept. 15 – November 21

2nd Session: December 1 – December 19
January 5 - February 20

3rd Session: March 2nd - April 3
April 13 - May 15th

Mini Session: 4 or 5-week session

ADMISSION AND WITHDRAWAL

Parents should complete the enrollment application form attached to this handbook and submit it with the \$100 enrollment application fee. The Preschool permits First Presbyterian Church members and parents currently using the preschool program, an early **one week enrollment period for their support in establishing and maintaining the preschool.** Enrollment is the opened to the community. Admission is determined by date of enrollment.

Children must have immunizations up to date in order to register and attend classes. Parents must have the child's physician complete the health appraisal form and the child information card. Both should be submitted by the first day of class.

Parents must notify the preschool director **two weeks** before withdrawing a child from the program.

The preschool director, in conjunction with the teacher, reserves the right to deny program enrollment or terminate enrollment to any child if it becomes apparent that a child's needs and the program do not coincide. If a child engages in behavior that presents a risk of harm to self or others termination could result. This includes but is not limited to biting, aggressiveness, or disruptive behavior.

ARRIVAL AND DISMISSAL/AUTHORIZATION

For your child's comfort and safety, an adult must always escort your child into the preschool classroom. They are not to be dropped off any other place inside or outside the church building. The teacher will dismiss the children at the door to an authorized adult.

Children should be brought into the preschool classroom **no sooner than five minutes before the session begins.** Children should be picked up at the classroom **no later than five minutes after dismissal. A dollar fee each minute will be charged each time a parent picks up a child more than five minutes after dismissal.** These rules are to enhance the program experience for your child and are for your child's benefit.

If a person other than the parent listed on the child information card is to pick your child up, the person must be added to the child information card. A parent must write and deliver a note to the staff when the parent drops the child off at the beginning of the class. The person picking up your child must show photo identification.

SNACKS

The parents of each preschool child will take turns providing a healthy snack for each class session. Your child's teacher will provide a snack schedule. A list of healthy snack ideas will be posted and distributed in cubbies for your convenience. Joyful Noise is a **Peanut Free Center**, due to the seriousness of peanut allergies.

EMERGENCY CLOSINGS

The preschool will close when the Grand Haven Area Public Schools close due to severe weather. The split class schedule makes it difficult for the preschool to make up weather related cancellations. If there are more than three cancellations during a ten-week session, they will be made up at the end of the preschool year.

VISITORS/CONFERENCES

Parents may visit at any time but should consult with the preschool teacher, preferably in advance (for instance, when a child is dropped off at the beginning of class), as not to interfere with program activities. There are no formal parent/teacher conferences for the Three's and Two's classes.

Arrangements may be made if you would like to meet with the preschool teacher or director about your child. The teacher may advise you that such a conference is necessary or desirable.

Conferences will be available in the spring for the Four's class as they will be attending kindergarten in the fall. This will be by appointment only. Times and days for conference will be posted at the appropriate time

HEALTH

The State's health appraisal form must be on file within fourteen days of the first day of attendance. The preschool staff will not administer any medication.

Parents will be notified in the event of injury or illness, using the telephone and address listed on the child information card.

Parents may also designate on the child information card, another person to be notified in case of an emergency. Please keep addresses and telephone numbers current.

Parents shall arrange for prompt transportation for treatment of the child, in the event of an injury or illness. By signing the child information card, the parents authorize the preschool director to contact a physician or hospital for emergency medical treatment. Joyful Noise is a **Latex Free Center**. No latex gloves are used. Latex balloons are not permitted at the center due to the severity of the latex allergy.

Please keep your child home when any of these symptoms appear:

- ▶ Contagious skin rash
- ▶ Headache accompanied by fever
- ▶ Earache accompanied by fever
- ▶ Temperature above normal
- ▶ **EXCESSIVE** runny nose
- ▶ Nausea or vomiting
- ▶ Draining sore
- ▶ Red watery mattered eyes or pink eyes
- ▶ Diarrhea

DRESS

Dress your child comfortably for preschool. Please mark your child's name in any coat, sweater, mittens, boots and other removable clothing. Please send an extra set of clothing (including underwear and socks) with your child everyday.

DISCIPLINE

The preschool recognizes that discipline is not punishment by others, but is instead self control that grows within the child. This makes the child responsible first to himself and also to others. The adult's role is to create a supportive environment so as to assist the child in developing that inner discipline. The preschool staff creates this environment by using an understanding of the child's social and emotional development process. The preschool staff's primary aim is to enhance the child's self-awareness and esteem by positive reinforcement. Example: "let's walk" rather than "don't run" so as to reduce shame or humiliation and turn negative behavior into acceptable activity. Realistic encouragement and specific compliments expand the child's awareness of accomplishments and create a feeling of competence.

There will be no physical punishments or deprivation of toileting or snacks. However the preschool staff may passively restrain a child when necessary to prevent harm to person or property. The Peace Place may be used to help a child express their emotions productively. Continued inappropriate behavior may result in a parent/staff conference.

ENROLLMENT AND TUITION

The preschool supports its activities from tuition revenue. Tuition for the **three year old 3-day, 2½-hour program is \$310.00** for one child for one ten-week term. The **four year old 3-day, 2 1/2-hour program is \$310.00** for one child for one ten-week term. Tuition for the **two year old two-day, two-hour program is \$230.00** for one child for one ten week term.

A **non-refundable** enrollment fee of \$100.00 is due at the time the enrollment application is submitted. Half of the enrollment fee is applied to the tuition for the first term. The other half is used for classroom supplies. **Tuition is due two weeks before the first class session**, and can be mailed to Joyful Noise at the First Presbyterian Church.

Tuition cannot be refunded for daily absences or individual vacations, because the preschool's expenses do not change.

The preschool may also revoke any admission or registration for nonpayment of tuition before the first class session. In such cases we will refund any tuition already paid other than the initial \$100.00 enrollment application fee.

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Joyful Noise Christian Preschool **ENROLLMENT APPLICATION FORM**

We, the undersigned, have read the policies and procedures of the preschool's Parent Handbook, agree to abide by the same and so make this application for the enrollment of our child.

CHILD'S NAME _____

Date of Birth _____

SIGNATURE OF PARENTS

Print or type name of parents

ADDRESS: _____

TELEPHONE: _____

- Enroll my child in the four-year-old class on Monday, Tuesday, and Wednesday afternoons (12:30-3:00)
- Enroll my child in the three-year-old class on Monday, Tuesday, and Wednesday mornings (9:00-11:30)
- Enroll my child in the two year old class on Thursday and Friday mornings (9:30-11:30)

The enrollment application and fee should be attached and returned to Joyful Noise at address above.



“Let the little children come to me, and do not hinder
Those, for the kingdom of heaven belong to such as these.” Matthew 19:14