



## Kindergarten

Dear Parents,

Welcome to our Kindergarten program at The Carpenter's Shop! I am so happy that you have chosen for your child to enroll in our program.

It is our desire to serve as an extension of your family. Our Christian aim and purpose is integrated in everything that we do. God has given us an awesome opportunity to teach and mold young lives for His kingdom. We know the importance of your child having a positive experience during these formative school years. Our staff consists of dedicated Christian educators who teach, encourage, love and respect the precious students in their charge. Teaching a strong academic curriculum infiltrated with the word of God is key to the success of our school.

Please take the time to carefully read over the Policies and Procedures Manual. If you have any questions or concerns, please feel free to call. My prayer is that you and your family will have many happy and rewarding experiences through your involvement in the Kindergarten ministry of The Carpenter's Shop.

In His Love,

Donna L. Harris

# Mission Statement

*The Carpenter's Shop Christian School is committed to providing a Christ-centered educational environment where each child can learn and grow emotionally, physically, intellectually, socially, and spiritually.*



& Kindergarten

The Carpenter's Shop Christian School is a state-licensed program open to children of all races, nationalities, and faiths. Our inspection records are available upon request for public viewing. We are licensed through the Georgia Department of Early Care and Learning. They are located at 10 Park Place South, Suite 600, Atlanta, Georgia 30303. Their phone number is (404)657-5580.

# PURPOSE AND PHILOSOPHY

Our Bible Verse: Deuteronomy 6: 5-7

*"Love the Lord your God with all your heart and with all your soul and with all your strength. The commandments that I give you today are to be upon your hearts. Impress them on your children."*

The key to teaching our children to love God is stated simply and clearly in Deuteronomy 6: 5-7. If we want our children to follow God, we must make God a part of our children's everyday experiences. We must teach them diligently to see God in all aspects of their life. We, as parents and educators, have an awesome responsibility to "train our children in the way they should go."

We believe that each child is a unique gift of God. Our approach involves the whole child and recognizes that each one develops at his or her own rate. The purpose of our school is to provide a caring, positive environment that is safe, loving, and rich in opportunities for learning and growth through age appropriate, hands-on activities. We believe a child's first school experience is important because it lays the foundation for all future educational experiences. Therefore, we provide an encouraging atmosphere conducive to individual growth and development.

# SPIRITUAL PURPOSE AND PHILOSOPHY

**Purpose:** To minister to children so that they may develop positive attitudes about God, Jesus and themselves: That they would receive foundational teachings, so that, when they are developmentally ready, they can receive Jesus Christ as Savior. Our job is to plant the seeds so that children will bear spiritual fruit in God's timing.

Children have spiritual needs. God warns that if children are not taught His ways, future generations will cease to follow His Word. (Judges 2:10 - 11; Psalms 78: 1-8) (Children's Ministry Resource Bible, Developed by Child Evangelism Fellowship, p. 1469)

The world is battling for our children with many anti-God approaches: drugs, alcohol, violence, abuse, humanism, false cult. We want to help equip children to live God-centered lives by helping them to develop a firm Christian foundation that will sustain them through whatever life brings.

We feel it is important that we provide a place where children are taught to succeed academically, socially, physically, but most of all spiritually.

**Philosophy:** "And all the children shall be taught of the Lord: and great shall be the peace of the children" (Isaiah 54:13)

- Children are avid learners.
- Authorities in child development say that there is no period in life during which a person learns more than in the preschool years. The learning curve that occurs between the ages of birth and 5 years is critical to a child's educational and spiritual development.
- What a child learns during these formative years becomes the foundations for all future learning.
- The Bible tells us of several preschoolers who received careful training from godly adults that profoundly influenced their adult lives. There were well-grounded spiritually and were taught the Holy Scriptures from the time they were small (i.e. Moses, Samuel, Timothy).
- Perceptions dominate the young child's thinking. What he sees, hears, and otherwise experiences at a given moment influences him. (Smart, Mollie S. and Smart, Russell C., *Children Development and Relationships*, p. 206)
- Religious and philosophical concepts also develop through cognitive and social growth, guided by the type of concepts to which the child is exposed.

## 2020 - 2021 School Calendars

## July

Wed., July 22<sup>nd</sup>

Kindergarten Open House - Drop-in between 6:00 - 6:30 pm

## August

Mon., August 3<sup>rd</sup>

First day of school

Thurs., August 31<sup>st</sup>

Progress Reports

## September

Monday, September 7

Labor Day (CLOSED)

Friday, September 11

Grandparents Day! 12:00 pm

Thursday, Sept. 17

Kindergarten Curriculum Night 6:00 pm

September 21 - 25

Fall Break (No School, full time care is available if needed)

## October

T-F, Oct. 5-9

Fire Safety Week

Friday., October 9

End of Term

Mon., October 12

Teacher Workday (no Kindergarten)

Thurs., October 15

Report Cards

Thursday, October 22

Fall Farm Day at The Carpenter's Shop! 9:00 - 11:30

Thurs., October 30

Dress as your favorite storybook character/Fall party  
School wide Trunk or Treat

## November

Tues., November 3

Staff Development Day - (full time care available if needed)

Friday, November 13

Progress Reports

Friday, November 20

Thanksgiving program & feast 11:00 am

November 23-27

Thanksgiving Holidays (CLOSED)(care provided on November 23,24,25, if needed)

## December

December 14-18	Christmas parties	TBA
Friday, December 18	End of Term	
December 21 - Jan. 4	Christmas Break	
<b>Care will be provided (if needed) Dec. 30</b>		

### January

January 1-4	Christmas Break	
	<b>Care will be provided (if needed) Jan.,4</b>	
<b>January 4</b>	<b>Teacher work day</b>	
<b>Friday, January 8</b>	<b>Report Cards</b>	
Monday, January 18	School holiday (childcare provided, if needed)	
Friday, January 29	Donuts with Dads	8:30 am

### February

<b>Tues., February 9</b>	<b>Progress Reports</b>	
Friday, February 12	Class Valentine's Day parties (students only)	
February 15 - 19	<b>Winter Break (CLOSED)(Care provided, if needed)</b>	

### March

March 1 - 5	Read across America Day/ Dr. Seuss' Birthday (Misc. act.)	
March 8 -12	Community Helpers Week	
Friday, March 12	End of Term	
<b>Friday, March 19</b>	<b>Report Cards</b>	

### April

Thursday, April 1	Easter Egg Hunt/party	12:30 - 1:30
Friday, April 2	CLOSED Good Friday	
April 5 - 9	Spring Break (care provided, if needed)	
<b>Tues., April 20</b>	<b>Progress Reports</b>	
<b>April 19 - 23</b>	<b>Standardized Testing Week</b>	
April 26 - April 30	Teacher Appreciation Week	

### May

Friday, May 7	Mother's Tea	11:00 am
Tues., May 18 (tentative)	Last day of School	
Tues., May 18 (tentative)	Graduation Ceremony	6:30 pm

REPORT CARDS WILL BE GIVEN ON LAST DAY OF SCHOOL

## OPERATION

Our Kindergarten program is for students who will be five years old by September 1<sup>st</sup> of the current school year. We offer the following programs:

- Full day program - Monday - Friday, 6:30 am - 6:00 pm. (*tuition includes a healthy lunch and an afternoon snack*)
- Half day program - Monday - Friday, 8:00 am - 1:30 pm. (*tuition includes a healthy lunch*)
- Students arriving to school between 6:30 am - 8:00 am, may bring a simple breakfast to eat in before school (fruit bar, cereal, etc.) Students arriving at 8:00 must eat breakfast before coming to school.

We follow the Cherokee County School Systems academic calendar. We provide care for our full day students on the days/weeks that are noted in the calendar at no extra charge. Half-day students that require care during these days will be charged at a daily/weekly rate.

## Admission Policies

The Carpenter's Shop Christian School welcomes all families who seek a Christian-based learning program for their children. We do not discriminate on the basis of sex, race, color, handicap, religious faith, national and ethnic origin to the rights, privileges, programs and activities generally accorded or made available to the students at the school.

Enrolled families are required to follow all Georgia State licensing regulations, which pertain to their child, and all school policies as specified in the Parent handbook or other official school documents. Families are responsible for reading, understanding, and following all school policies and state regulations.

Parents shall inform the school of any special procedures that should be followed when caring for the child while in the preschool's care. It is the parent's responsibility to notify the preschool office of any significant changes such as: telephone numbers, work locations, emergency contacts, child's physician, child's health status, infant feeding plan, immunization records, etc. A designated contact must always be available in the event of emergency.

Note: In custody cases, the parents must furnish the school with copies of court documents. No child is allowed to leave the center without being escorted by a parent or authorized adult.

The age for Kindergarten and First Grade enrollment corresponds with the standard age policies for the school districts in and around the Canton area.

We understand that these age requirements may be in conflict with individual family needs; however, due to our class sizes, staffing, and our age-appropriate curriculum, all students must meet these age requirements for enrollment.

## Tuition

Payments are due monthly and are due on the 1<sup>st</sup> of each month. A late fee of \$50.00 will be assessed if payment is not received by the 10<sup>th</sup>. Accounts not paid by the 15<sup>th</sup> will be charged 30% of their account balance. **There is no fee reduction if the student is absent for vacation or illness. This includes Fall break, Thanksgiving break, Christmas break, Winter break and Spring break.** The parent agrees to provide the school with a month's notice of withdrawal. You agree to pay regular rates for the month if proper notice is not given. Checks returned by the bank for any reason must be paid in cash, and a returned check charge of \$36.00 will be added. **Delinquent accounts will result in terminations of services and may be referred to a collection agency. Any cost incurred in collection of past due amounts will be paid by the customer.**

## Enrollment Process

Families are required to:

- Fill out student application and submit with *non-refundable* registration fee of \$100.00
- Sign and submit parent agreement
- Sign and submit emergency medical form
- Sign and submit a tuition agreement
- Students enrolled must provide the school with immunization form 3231 or a signed, notarized immunization exemption statement.
- Pay the yearly book/activity fee by July 1<sup>st</sup> prior to the beginning of school.

## Arrival and Departure Times

- School begins promptly at 8:00 am. For our half-day students, parents may use carpool to drop off their students. Carpool begins at 7:45 am and ends **promptly** at 8:00 am. Students arriving after 8:00 am must check in at the office before going to class.
- Carpool at the end of the day will begin at 1:30 pm. Students not picked up by 1:45 pm will be placed in our afterschool program and charged accordingly.
- Parents with students in the full day program will need to sign out each student on the daily attendance sheet by using the computer at the front desk. Children will not be released to anyone except the parents or other persons that are listed on your student's application. A driver's license will need to be shown for identification purposes - be sure your information is kept up-to date! We can release your child upon your telephone authorization if you have signed the proper release form and it is on file in the school office.



- **Do not remove any child from the premises without the staff being notified.**
- Please remember to **DRIVE SLOWLY** and **WATCH CAREFULLY** for children when entering or leaving the preschool.

### Absences and Excuses

A student shall not be absent from school or from any class or during other required school hours except for illness or other providential cause, unless with written permission of the teacher, director, or other duly authorized school official.

#### **Excused absences:**

As permitted under state law and State Board of Education policies, students may be excused lawfully for the following reasons: personal illness, serious illness or death in the family, special and recognized religious holidays observed by one's faith, absence as mandated by order of governmental agencies, condition rendering school attendance impossible or hazardous to one's health or safety.

#### **Requirements/Time Limits for Student Excuses:**

Excuses for student absences will be furnished to the school in writing on the day the student returns to school, and will be evaluated by the director or a designee to determine if the absence is excused or unexcused. Excuses should contain the student's name, reason for absence, dates of absence, and the parent's/guardian's signature.

**For purposes of accurate record-keeping and student accountability, all absences must be rectified within five school days of the student's return to school - excuses received after that time limit will not be considered unless the Director deems extenuating circumstances exist.**

### Truancy

Students with seven unexcused absences will be referred to the Director. Parents of students with excessive absences may be required by the Director to provide physician's notes for absences to be considered excused.

### Attendance Credits

Students will be considered "present" when in attendance at school for at least half of the instructional day. **(10:45 am)**

## Tardies and/or Early Check-Outs

Any unexcused tardy (arriving to school/class beyond the posted school start time) or early check-out (leaving school/class before the posted school end time) can negatively impact a student's attendance record and jeopardize his/her overall achievement due to lost instructional time. Parents and students should know that excuses for school tardies and/or early check-outs are governed by the same State established rules regarding school absences.

## Dress Code

The Carpenter's Shop School does not have a dress code, per se; however, the children will need to wear comfortable clothes which are suitable for sitting on the floor and playing outdoors, and allow plenty of room for movement activities. Paint shirts or smocks are provided for art time and water play, but our best supervision is not always sufficient to keep children spotless. We believe that the children's comfort and fun are much more important than their tidiness and we hope that parents will keep this in mind and dress them accordingly. A part of each class will be spent outside, weather permitting. During portions of the school year, the playground can be either chilly or very hot so the children should be dressed appropriately. **Please be sure jackets and sweaters are plainly marked with your child's name.** It is important that your child's shoes be both comfortable and safe. Tennis shoes, or other enclosed shoes, with no slip soles and either laces or Velcro closures are the best choice. We discourage dress shoes, or other slick soled shoes, scuffs, flip flops and boots at school. These tend to cause many trips, slips and falls when playing outdoors. **Students are encouraged to wear their Carpenter's Shop tee shirts on Wednesdays. Every Wednesday is Chapel and Spirit Day!**

## Rest Time

Elementary students who are enrolled in our full day program will observe a rest period between 1:30 and 2:15. Quiet activities such as reading, puzzles, etc. will be implemented.

## School Bags

Children are encouraged to bring a backpack to school each day. Please include a change of clothes including socks each day. Label all items! All correspondence, homework assignments, etc. will be sent home in a daily folder which will be placed in the student's backpack.

## Parent-Teacher Conferences

We welcome opportunities to confer with you regarding your child. These conferences will be made by appointment. Progress reports will be sent home as noted in the school calendar. The teacher will post a schedule of available times and ask parents to sign up for a conference appointment mid-year and end of the school year. If at any other time during the school year, you wish to speak privately with the teacher, please contact the teacher to arrange a mutually convenient time for an appointment or phone call. If something is concerning you about your child, our program, or a specific incident that has occurred, please let us know so that we can reach a solution together. **We do ask that you not engage the teacher or the associate teacher in lengthy conversation during the times they are with the children.** It is important that the children receive the teachers' undivided attention during school hours.

### Holiday Celebrations

- Our classes will celebrate seasonal holidays with stories, games, art projects, food, and special guests. The celebration of traditions, both ethnic and religious, is an important aspect of human development and the annual cycle of holidays creates a rhythm and focal point for these traditions in the lives of our children.
- It should be understood by all parents that we are first, and foremost, a Christian institution and, therefore, will celebrate the Christian traditions in regard to Thanksgiving, Christmas and Easter. Secondly, parents should understand that we are an American institution and will introduce and participate in patriotic holidays and themes at an appropriate age level, including Columbus Day, President's Day, Civil Rights Day and the Pledge of Allegiance.
- Other seasonal holidays will also be observed and discussed in the course of the school year. Some of these will include Valentine's Day, Fall Festival, and end of the year celebrations. Room decorations will be friendly and non-frightening. Costumes that are not "scary" are optional for our storybook character day and Fall Festival.

### Birthdays

Birthdays are very special days for our children. We invite each child to celebrate with his or her friends at school, provided arrangements are made ahead of time with the teacher. Parents may provide a special class snack (must be store bought per licensing) we request that birthday party invitations NOT be distributed at school unless all children are invited. Children who are not invited feel terribly disappointed even if they do not really know your child well.

### Discipline

Georgia State law prohibits our teachers and staff from using any form of physically, emotionally, or verbally abusive disciplinary action to control the students. We prefer to take a proactive stance in regards to discipline. By using such proactive techniques as redirections and setting limits, while establishing and communicating realistic expectations, we hope to prevent discipline problems before they happen. Any problems are immediately brought to the attention of the parents, so that parents and teachers can work together in directing the child's behavior.

## Grading System

### Kindergarten

#### Academic Skills Code:

NA - Not Yet Assessed  
ND - Not Demonstrated  
EM - Emerging  
PR - Progressing  
MS - Meets Standard  
EX - Exceeds Standard

#### Participation Codes:

AC - Area of Concern  
DE - Developing  
CD - consistently Demonstrating

## School Attendance Certificates

**Platinum Award for Perfect Attendance:** No absences, tardies, or early check-outs

**Gold Award for Perfect Attendance:** For no absences and fewer than five tardies/early check-outs.

**Silver Award for Excellent Attendance:** For three or fewer absences and fewer than five tardies or early check-outs.

**Award of Merit for Excellent Attendance:** For three or fewer absences

## Stanford 10 Achievement Test

The Stanford 10 Achievement Test will be given to all Kindergarteners in the spring. The complete battery of tests includes the following assessment areas:

- Reading
- Mathematics
- Language
- Spelling
- Listening
- Science/Social Studies

### Curriculum

**A BEKA** is a Christian based curriculum nationally recognized for its successful language and literacy programs. ([www.abeka.com](http://www.abeka.com)) The Carpenter's Shop Kindergarten program will follow the A BEKA curriculum in the following subjects:

- Language Arts
- Reading
- Science
- Spelling
- Poetry
- Bible
- Social Science
- Mathematics
- Computer basics
- Spanish
- Music

## Illnesses

Every effort is made to protect the health and safety of each child. For the protection of each child and others at The Carpenter's Shop, the child will be excluded from school for the following illnesses:

- Symptoms of Inflammation
- Fever over 101 (The Carpenter's Shop uses a temporal and axillary thermometer to check for fevers)
- Rash
- Diarrhea
- Vomiting
- Pinworm
- Lice or severe itching of body or scalp
- Severe coughing
- Difficult or rapid breathing
- Grey or white stool
- Yellowish skin or eyes
- Pink eye or purulent discharge from eyes until approved by a physician for entrance back into a group care environment
- Diarrhea, nausea or vomiting
- Unusual spots or rashes
- Running (yellow or green) nose
- Strep throat, until 24 hours after treatment has been started and until the child has been fever free for 24 hours.
- TB, unless the child's physician or local health department states that the child is noninfectious
- Headache and stiff neck
- Sore throat or trouble swallowing. Mouth sores associated with an inability of child to control his/her saliva
- Impetigo or open draining sores on the skin, until 24 hours after medical treatment has been started
- Chicken Pox (a child may return to school upon a doctor's release)
- Any children suspected of the above conditions must be excluded from class. Any communicable diseases among the class will be listed on the attendance sheet the day following the reported occurrence. If a child becomes ill at school, a member of the staff will notify the parents by phone.

## Reportable Illnesses

If your child is diagnosed with any of the following illnesses, please contact the preschool office immediately. We are required to notify the Georgia State Health Department of any occurrence of the following?

- HIV
- Botulism
- Chicken Pox (Varicella)
- Cholera
- Diphtheria
- Encephalitis
- Food Poisoning
- Giardiasis (a type of diarrhea)
- Haemophilus influenza, Type B (HIB)
- Hepatitis, all forms
- Lead Poisoning
- Lice
- Malaria
- Measles
- Meningitis
- Mumps
- Pink Eye (conjunctivitis)
- Rabies in humans
- Reye Syndrome
- Rubella
- Salmonellosis
- Scabies
- Shigellosis
- Smallpox
- Staphylococcal Infections (Staph)
- Streptococcal Infections (Strep)
- Tetanus
- Trichinosis
- Tuberculosis
- Typhoid Fever
- Typhus Fever

- Whooping Cough (Pertussis)
- Yellow Fever

## Other Infectious Problems

### Colds, Coughs, and Ear Infections

Considerations for others is paramount in controlling the spread of colds and flu at school. Please do not bring children who have runny noses with thick, whitish or greenish discharge or those who have frequent or heavy coughs - even if these symptoms appear to be caused by allergies.

- **Fever**

A child is not to return to school until they have been free of fever for at least 24 hours. A child with an evening temperature above normal may NOT come to school the next day, even if he or she wakes up with a normal temperature - fevers often rise as the day progresses.

- **Impetigo**

This is a **highly contagious** bacterial skin infection, which presents itself as pus-filled sores. Because the bacteria involved may be either "staph" or "strep", a doctor's care is required, and any suspected cases will be sent home from school. Oral antibiotics are the best treatment, and 48 hours after beginning antibiotics a child may return to school as long as all sores are covered and there is a marked improvement in the rash - no new sores and those present begin drying up. Topical ointments are not as effective a treatment as oral antibiotics. If this method of treatment is used, children must remain at home until all sores have dried.

- **Ringworm**

This is a **highly contagious** fungal skin infection, which presents itself as itchy, scaly, red patches that grow into red, round or oval "rings" surrounding a smooth center. It is transmitted by direct contact with infected people or animals, or items handled by infected individuals. A doctor's care is required for treatment and children may return to school, with the sores covered, after being on medication for at least 48 hours.

## Medications

A child may not return to school for a full 24 hours after beginning any antibiotic treatment.



We can't administer any over-the-counter medications to your child without a written statement from the parents = this includes aspirin, Tylenol, and cough syrup.

Only the Director, or her designee, may administer doctor-prescribed medications and a special form (available in the office) must be completed in order for this to be done.

**All medications must be kept locked in the school office.**

### Emergency Response Procedure

An Emergency Response packet has been developed for The Carpenter's Shop. All teachers and staff are trained on how to respond; should an emergency occur. A copy of the packet is available for viewing at the front office.

### School Accidents

If your child receives a very minor scrape, bruise, or scratch while at school, we will send home a "Boo Boo" report to tell you what happened. If a more serious accident occurs, you will receive an Accident Report, which describes the incident in detail. Any time a school-related accident requires a doctor's attention; this must be reported to the school office so that we, in turn, can report it to the Health Department. If a serious accident happens during school hours, a member of the staff will notify the parents by phone.

Note: The Carpenter's Shop is covered by liability insurance as required by State law.

### Allergies

If your child suffers from any kind of allergy, please notify the teacher in writing and complete the appropriate spaces on all of the enrollment forms.

### Sunscreen and other Personal Products

We ask that parents apply any sunscreen, lip balm, or other ointments on their children before they arrive at school. Due to the length of our program and the need for written approval, it is in the child's best interest that the parents administer any of these products at home prior to the school day.

### Required Reporting

The Director shall report or cause to be reported the following:

Child abuse, neglect or deprivation. Suspected incidents of child abuse, neglect or deprivation shall be reported to the local County Department of Family and Children Services in accordance with state law.

Communicable Diseases. Any cases or suspected cases of modifiable communicable diseases shall be reported to the local county Health Department as required by the rules of the Department of Human Resources regarding notification of disease.

### Posted Notices

The Carpenter's Shop shall post in a designated area for public viewing near the front entrance the following:

- Current license
- A copy of the Department of Early Care and Learning's rules and regulations.
- A notice provided by the Department which advises parents of the right to review a copy of the school's most recent licensure evaluation report upon request to the preschool director. The preschool shall provide any parent with a copy of this evaluation report upon request.
- Copy of the current communicable disease chart
- A statement allowing parental access to all student areas upon notifying any staff member of his/her presence.
- Name of persons responsible for the administrations of the center in the administrator's absence
- Current week's menu for meals and snacks
- Emergency plans for severe weather and fire
- A statement requiring visitors to check in with staff when entering the center
- No smoking signs

### Special Needs

The school may accept a few children with special needs. The director and teacher will review each situation individually and evaluate the appropriateness of our facilities and staffing in determining which special needs children we are best able to accommodate and serve.

### Field Trips

- Field trips can be valuable educational experiences for students. Students are eager to explore and become familiar with their community. When a field trip is planned, written permission from a parent needs to be obtained.
- A field trip permission slip shall include the date, purpose of trip, times of departure from and return to property, and name, street address and telephone number of destination.
- A written field trip plan will be maintained on the facility including the name of each participating child, staff member and other individuals on the trip, and the license plate number of any motor vehicle used on the trip.
- Attendance will be taken at the beginning, upon arrival and each hour while on trip, when leaving destination and upon arrival back to the school. Water will be furnished for each child. Identification stating facility's name, address and telephone number shall be on each child.
- Volunteer parents will be needed for additional supervision and transportation. Parents are encouraged to participate.
- When transporting children, the driver will be 21 years of age or older and hold a valid driver's license and a current insurance policy. If a parent is not certified in CPR, a trained staff member must accompany the parent.
- The school is responsible for being in compliance with the Georgia Health Department on these requirements and any others listed in the licensing handbook.

### Inclement Weather Policy

In case of inclement weather and the school has to be closed, have a delayed opening or closing, please tune in to WSBTV. Notices will be also posted on our Facebook page (Carpenter's Shop Christian Preschool) and our website, [www.tcpspreschool.com](http://www.tcpspreschool.com)

### Web Communication

[www.tcpspreschool.com](http://www.tcpspreschool.com) or follow us on Facebook at Carpenter's Shop Christian Preschool.

### Special School Rules

- Toys and other special items, as well as unusual articles of clothing like capes or masks should only come to school on special occasions announced by the teacher. Please do not allow your child to bring toy weapons, money, marbles, gum or small toys to school for any reason.
- Do not send special snacks just for your child unless there is a medical need (as directed by a physician). If you would like to provide a snack for the entire class, check with the

teacher for an agreeable time to do so. (Items must be store bought, as required by State Licensing).

- Please notify us promptly of any change of address, phone number, or person on your child's emergency card.
- Please don't bring dogs or pets onto the school campus or playground without the permission of the teacher or director. Calm, tame pets have been known to bite when stressed or excited, we cannot risk bites or injuries.
- Please keep playground gates closed at all times. Do not congregate near the gates or become involved in conversations at the gates - we cannot risk children slipping through unattended into the parking lots.
- Please call the office (770-720-2333) if you have an emergency while your child is at The Carpenter's Shop.
- No weapons of any kind will be allowed on the school campus by anyone for any reason.

### Special Tips for a Positive School Experience

- Your attitude is contagious! Your child will reflect your confidence and positive attitude.
- When dropping off your child in the morning, don't linger but be sure to tell your child good-bye and remind them that you will be there to pick them up in a little while. A quick, clean, confident break will be best for both you and your child. As soon as you are gone, your child will quickly become absorbed in the activities of the day.
- Be sure your child gets plenty of sleep before coming to school.
- Encourage your child to tell you about his day at school. Look for the positives and don't dwell on any negative experience. However, don't press the issue if your child doesn't seem to have much to say - some kids just don't keep their parents informed as well as others.
- Check with the teacher for activities you can do at home to carry through on the things done in school. Your interest and involvement will give your child a great sense of achievement and importance.
- Please read all papers and newsletters, which are sent home with your child. Watch for notes and announcements posted outside your child's classroom door. Stay informed.