

WELCOME

2018-19

ADVENTURELAND

**Preschool
Families**



Dear Preschool 3s and Pre-K Families,

Our Adventureland team is looking forward to walking alongside your family this year! Together, we will help your child(ren) grow academically, socially, emotionally, and spiritually. Our schoolyear will be filled with many wonderful experiences and opportunities to learn and grow. Thank you for being a part of our school family at Adventure of Faith Church this year.

At Adventureland, we believe that good communication will help build and strengthen relationships that will set your child up for success. As the director of Adventureland, I am excited to get to know your family, and will do my best to provide clear communication and opportunities to build a relationship with you.

Most of the preschool information that you will receive throughout the year will be in the form of email, so please be sure we have your correct email address. Social media will play a fun role in communication, but speaking in person and via email will be the primary forms of communication.

Please feel free to contact me with any questions or concerns.

Much love and many blessings,

Colleen Fillingim

Adventureland Director

360-876-0061

adventureland@faithadventure.com

Orientation Evening

Orientation Evening is for parents and students, and will be on Tuesday, the 11th of September.

Orientation Evening will be held at Adventure of Faith Church on the lower level. It should take approximately 30 minutes. Please try to arrive at the time designated below.

3s Tue./Thurs. Preschool Classes-

Last names beginning with **A - D** please arrive at **4:00 p.m.**

Last names beginning with **E - J** please arrive at **4:15 p.m.**

Last names beginning with **K - N** please arrive at **4:45 p.m.**

Last names beginning with **O - Z** please arrive at **5:00 p.m.**

Pre-K Mon./Wed./Fri. Classes-

Last names beginning with **A - G** please arrive at **5:30 p.m.**

Last names beginning with **H - P** please arrive at **5:45 p.m.**

Last names beginning with **Q- T** please arrive at **6:15 p.m.**

Last names beginning with **U - Z** please arrive at **6:30 p.m.**

If you cannot attend the Orientation Evening, please contact the Adventureland Preschool Director to set up another meeting time. Colleen Fillingim can be reached at (360) 876-0061



Explanation of Fees

All Checks Need to be Written to Adventure of Faith

A \$15.00 fee will be charged on any NSF checks.

If you choose to pay in cash please do not leave without your receipt.

- There is a \$50.00 non-refundable registration fee to cover administration. Your child's space in the preschool *(or on the wait-list)* will not be secured until this fee has been paid.

2018-19 School Year Tuition is a Flat Fee

Tue./Thur. classes for 3-4 year olds cost \$1,400.00 per student.

Mon./Wed./Fri. Pre-K classes cost \$2,200.00 per student.

**If you chose to pay all tuition costs in full by 9/5/18 a discount may be available. Talk to the director for more information.*

You May Choose a 5 or 10 Installment Payment Plan:

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tue/Th Class 5 Payment	Tue/Th Class 10 Payment	M/W/F Class 5 Payment	M/W/F Class 10 Payment
<input type="checkbox"/> \$280 9/5	<input type="checkbox"/> \$140 9/5	<input type="checkbox"/> \$440 9/5	<input type="checkbox"/> \$220 9/5
<input type="checkbox"/> \$280 10/5	<input type="checkbox"/> \$140 10/5	<input type="checkbox"/> \$440 10/5	<input type="checkbox"/> \$220 10/5
<input type="checkbox"/> \$280 11/5	<input type="checkbox"/> \$140 11/5	<input type="checkbox"/> \$440 11/5	<input type="checkbox"/> \$220 11/5
<input type="checkbox"/> \$280 2/5	<input type="checkbox"/> \$140 12/5	<input type="checkbox"/> \$440 2/5	<input type="checkbox"/> \$220 12/5
<input type="checkbox"/> \$280 3/5	<input type="checkbox"/> \$140 1/5	<input type="checkbox"/> \$440 3/5	<input type="checkbox"/> \$220 1/5
	<input type="checkbox"/> \$140 2/5		<input type="checkbox"/> \$220 2/5
	<input type="checkbox"/> \$140 3/5		<input type="checkbox"/> \$220 3/5
	<input type="checkbox"/> \$140 4/5		<input type="checkbox"/> \$220 4/5
	<input type="checkbox"/> \$140 5/5		<input type="checkbox"/> \$220 5/5
	<input type="checkbox"/> \$140 6/5		<input type="checkbox"/> \$220 6/5



School Supplies

School Supplies Due on September 11th
at Orientation Evening

- 1 Family Picture Approximately 3x5" (*This may not be Returned*)
- 2 Student Pictures Approximately 3x5" (*This may not be Returned*)
- 1 Complete Set of Extra Clothing for Your Child Enclosed in a Labeled Gallon-Sized Ziploc Bag (*Shirt, Pants, Underwear, and Socks – These Will Be Returned at Year End*)

- \$20 Flat Supply Fee OR All of the Following Items**
Which Should NOT Be Labeled and Will NOT Be Returned:
 - 1 Box of 5oz Dixie Cups
 - 2 Spiral Notebooks
 - 2 - 8 Packs of Classic Colors, Standard Size/Shape, Crayola Brand Crayons
 - 1 – 8 Pack Classic Colors, Broad Line, Crayola Brand, Washable Markers
 - 1 – 8 Pack Classic Colors, Crayola Brand Watercolor Paint
 - 2 Elmer's Brand, Washable Glue Sticks
 - 1 – 1" White 3-Ring Binder w/ Clear Sleeve Front
 - 2 Packs of Stickers
 - 1 Child Sized Scissor **If your child is L-handed, and you purchase a L-handed scissor, you may label it with their name.*
 - 2 Containers Play-Doh brand Play-Doh
 - 1 Box Kleenex Tissues
 - 1 Large/Costco-Size Box Goldfish Brand Crackers

❖ *Checks should be written to Adventure of Faith.*

❖ *If you feel led to, doubling your supply fee can help a family in need or supply Adventureland Preschool with funds to further enrich our classrooms.*

School Hours & Drop-Off / Pick-Up Procedures

3-4s Preschool Class Times:

Class days are Tuesdays and Thursdays.

9:30 a.m. doors open.

12:00 p.m. school ends.

Pre-K Class Times:

Class days are Monday, Wednesday and Friday.

8:30 a.m. doors open.

12:30 school ends.

3-4s Preschool & Pre-K Drop-Off:

- Before class begins, teachers are preparing for the day, so students must remain outside of the classroom until the doors open.
- All students must sign in, use the restroom, and be under the supervision of a parent or authorized drop-off person until a teacher opens the classroom or indoor play area.
- Breakfast needs to be completely eaten before entering the classroom or indoor play area.

3-4s Preschool & Pre-K Pick-Up:

- Sign your student(s) out for the day and teachers will dismiss students to their parent or authorized adult.
 - Any changes to the way your child normally goes home must be arranged and communicated to Adventureland staff before pick-up time.
 - Anyone who does not normally pick-up your child will need to be listed on your child's emergency card and present photo ID before the child will be released to them.

Absence Procedures:

If your child(ren) will not be attending school due to illness or unexpected circumstances, please call the school and leave a message with the office (360-876-0061) or email the school director: adventureland@faithadventure.com

If your child(ren) will not be attending school due to a planned vacation or event, please communicate this ahead of time with your child's teacher. Also, please email the school director at adventureland@faithadventure.com so we can keep record.

Sick Policy:

Children need to stay home from school if they have the following:

- Fever
- Diarrhea
- Rash
- Vomiting
- Pink Eye
- Chicken Pox
- Ring Worm
- Strep Throat
- Head Lice
- Any Communicable Disease
- Flu-like Symptoms
- Uncontrolled Cough
- Uncontrolled Runny Nose

- ❖ Parents will be called to pick up their child if the symptoms above develop during school.
- ❖ Students must stay home until they have been free of the symptoms listed above for at least 24 hours.
- ❖ Free of fever means that without using fever-reducing medications, the child's temperature has remained below 100 F.



Student Dress Code:

- Please send your child(ren) in comfortable clothing that will allow them to self-sufficiently use the bathroom, and confidently & safely play in.
- Hats, capes, hoods, scarves, necklaces, bracelets, and other accessories should not be worn or brought to class. These items tend to get lost, broken, or pose danger of being caught on playground equipment.
- Shoes must have a closed toe, and your child should be able to put them on and take them off on their own. Students should be able to run and jump comfortably in their shoes.
 - ❖ *Sandals and strappy shoes are not allowed because they can get caught in play equipment and cause injury.*
- Dresses or skirts need to have shorts or leggings under them.
- Do not send them in clothing that shouldn't get dirty. Students will be playing outside every day and doing crafts frequently.

Students should leave all toys, candy, and gum at home. Teachers are not responsible for lost or broken items that children bring from home.



Field Trips and Field Trip Transportation

We have several field trips planned. Dates and times listed on the calendar are tentative, and dependent on the location's scheduling and policies. Detailed field trip information will be given to parents for each trip before it occurs.

Field trips will be open to all Adventureland families regardless of which date they fall on or what class your child attends.

Classes will not be held at Adventureland on field trip days.

On field trip days parents will be responsible for transporting and supervising their own child(ren) during the entire event. If someone else is appointed to transport and supervise your child(ren) on a field trip, the Adventureland Preschool Director must be notified in writing.

Adventureland teachers and staff are never allowed to transport students to/from field trips.



Snack Information:

- Please send your child(ren) to school each day with a healthy snack that they can open and manage with minimal help.

In an effort to help families prepare for Kindergarten, teachers and parents will work together to help kids become confident and self sufficient.

- Children will have water available at snack time and throughout the day. Please do not pack drinks other than water in your child's snack.
- Peanut Products, Candy, Cakes, Cookies and drinks other than water are NOT allowed at snack time. If these things are sent for snack, they will be returned home with your child.
- If a snack is not packed with your child, we will provide goldfish and/or cheese.

Teachers are never allowed to administer medications to children. If your child requires medication during class time please discuss options with the director.



Birthday Celebrations

We love celebrating birthdays with our students, and we thank God for each and every one of them!

Our teachers do a wonderful job of making students feel extra special on their special day, and would love your help to make that day even more fantastic.

If you would like to bring a special treat for the class on your child's birthday, please arrange this with the teacher one week in advance.

This advance notice will allow the teacher to schedule time for the treat. It will also allow teachers to connect with other parents who may need to send something different for a child with food restrictions.

If your child has a summer birthday, consider celebrating with Adventureland on their $\frac{1}{2}$ birthday!



Report Cards/ Evaluations

Evaluations are done to assess your child's growth and academic progress so that teachers and parents can work together to provide children with what they need most.

Adventureland is here to help you work with your child toward Kindergarten readiness. We are blessed to be given a supportive role in your family's life and will strive to encourage and equip your child on the path to Kindergarten!

Evaluations will be done in September, February, and May. The reports will be sent home to you. You may request a parent teacher conference, or meeting with the Adventureland director at any time.

Official parent teacher conferences will be scheduled in March.



Ways to Help Your Preschooler at Home:

- Pray with them and for them.
- Model and teach good manners.
- Give opportunities to play with friends and to practice sharing.
- Teach them to clean up after themselves and to value being helpful.
- Help them to recognize shapes, colors, numbers, and letters – *especially when out & about!*
- Teach them to hold crayons, pencils, and scissors correctly.
- Teach them how to dress themselves and use buttons, snaps, and zippers.
- Celebrate when your kids learn new things, do things well, and are kind or loving toward others.
- Encourage your child by letting them know that they are loved by you, and loved by God, who created them.



Volunteering

There are many opportunities for parents to help the teachers and students, both in and out of the classroom.

There will be a place to sign up for volunteer opportunities at the Orientation Evening.

Parents who wish to volunteer in the classroom will need to fill out one of our confidential WATCH background check forms. These can be obtained from the director.



Inclement Weather

Adventureland Preschool follows the South Kitsap School District with regards to school closures due to inclement weather.

If SKSD announces limited buss routes, two hour late start, or closure – Adventureland Preschool will be closed.

The best means for finding out changes in the school schedule due to inclement weather is through television, radio, or websites like <http://www.flashalert.net> or the South Kitsap School district website. You can register with Flash Alert for automatic email messages that are sent out as soon as the district posts its decision to the Public Emergency Communications System. Announcements are usually made between 5:30 a.m. and 7:30 a.m.

"No News is Good News!"

SKSD will report all school schedule changes to the local news media and post these changes to the home page of the district Web site. If no reports have been made, school will be run as usual or as our Adventureland Preschool Calendar dictates.



Contact Information & Helpful Links:

Adventure of Faith Church
4705 Jackson Ave SE
Port Orchard, WA 98366

(360) 876-0061

Adventureland Preschool Director: Colleen Fillingim

Email: adventureland@faithadventure.com

Facebook:

<https://www.facebook.com/adventurelandpreschoolpowashington/>

Church Website:

<http://www.fithadventure.com/>

SKSD Website:

<https://www.skschools.org/>



NOTES:



Acknowledgement of Handbook

I am the parent or legal guardian of the following child(ren):

I have received a copy of the 2018-19 Adventureland Preschool Families Handbook. I have read, understand, and will abide by all of the policies set forth in the 15 page handbook.

X _____
Signature Date

Printed Name

**A physical handbook will be given to you at the Orientation Evening or another appointed time. You will be able to sign this document upon receipt of the physical handbook.*

