

2017-2018 HANDBOOK



FIRST Baptist CHURCH
Pflugerville

First Baptist Church
306 South 10th Street
Pflugerville, Texas 78660

(512) 251-3052
www.fbcprville.org
www.fbcprville.org/wee-ones.htm

John A. Woods, Children's Pastor
Carrie Roddy, Wee Ones & Preschool Director

WEE ONES is a Ministry of First Baptist Church Pflugerville

YOU ARE INVITED TO COME AND VISIT!

SUNDAY SERVICES and ACTIVITIES

Sunday Morning

Traditional Worship 9:30 am

Contemporary Worship 11:00 am

Adult Grow Groups (Bible Studies) 8:00 am, 9:30 am, 11:00 am

Sunday School Grow Groups (Preschool – High School) 9:30 am

Awana Clubs

Kids Age 2 to 6th Grade

Meets Weekly on Sunday Afternoons 4:45 – 6:30 p.m. (School Year)

The 2017-2018 year begins with a Registration Kick-Off in August 13

The first club day is August 27.

In addition to these Sunday activities are a wide variety of events scheduled throughout the week and year; including Bible studies, children's and youth activities, camps, mission and service opportunities, fellowships, music programs, ladies and men's ministries, and much more.

Visit the First Baptist Church Pflugerville Website at www.fbcpville.org

OUR CHURCH STAFF

Dr. Steve Washburn, Senior Pastor

Mike Northen, Pastor (Education, Administration)

Daniel Roucloux, Pastor (Traditional Worship, Pastoral Care, Senior Adults)

Tom Cottar, Pastor (Contemporary Worship, Family Ministry)

John Woods, Pastor (Children Birth – 6th Grade)

Matt Downing, Pastor (Students 7th – 12th Grades)

Daniel McGinty, Pastor (College & Career, Single Adults, Marketing/Publications)

WEE ONES PRE-SCHOOL

First Baptist Church

306 S. 10th Street
Pflugerville, TX 78660

(512) 600-8613 Wee Ones Office
(512) 251-3052 FBC Administrative Office
www.fbcprville.org
www.fbcprville.org/wee-ones.htm

Carrie Roddy, Wee Ones & Preschool Director

The Wee Ones Program operates as part of the total ministry of First Baptist Church Pflugerville. We seek to minister to parent and child, church members, and the community. We provide a Christian staff to teach age-appropriate curriculum and foundational concepts of God, Jesus, Bible, church, self, family, others and the natural world. Through a variety of activities and experiences our program goals are to enable children to:

- Grow in trust, independence and initiative
- Feel good about themselves
- Experience God's love for them through loving relationships with other children and adults
- Enjoy happy times at church
- Explore the world around them with an attitude of thankfulness to God
- Engage in developmentally appropriate activities for gross motor and fine motor skills
- Express creativity through music, art and other play activities
- Learn to make choices for individual and small group activities
- Be prepared for kindergarten

Children are a Blessing from the Lord. Psalm 127:3

CURRICULUM

Our curriculum provides a specific topic for each session. The sequence of topics is developmental in emphasis as teachers build a foundation and plan seasonal activities. Teachers often share songs, teaching pictures, Bible thoughts, and conversation as they provide activities in the areas of art, blocks, books, puzzles, nature, home living and music. Following are examples of session topics for the coming year:

Babies / Toddlers

- I Am Special
- My Family Loves Me
- Enjoying My Senses
- Learning About Animals
- God is Good

2's

- My Home
- Church Friends
- Community Workers

3's

- Special Days in Winter
- Colors and Shapes
- Farm Animals

4's

- Enjoying My Favorite Things
- Staying Healthy
- Taking Care of My World
- Using Signs and Symbols

Our 4-year old class is a Pre-K course that will help prepare your child for kindergarten. We introduce them to the alphabet, begin the foundation for learning whole language and do math and science.

A CHILD REMEMBERS

20% of what he hears
30% of what she sees
50% of what he sees & hears
90% of what she does

ENROLLMENT

Children may be enrolled in the program if they are toddlers through pre-kindergarten. Children are enrolled two days per week, both Tuesday and Thursday.

Registration is \$75 (non-refundable) and \$50 for each additional child. This annual fee covers registration during the September – May semester. Registration in January or later requires a \$40 registration fee.

If all classes are full at the time of registration, children may be placed on a waiting list to be added to the class when an opening becomes available.

An application for admission and a child's Health Statement must be submitted with the registration fee.

Current cost is \$215.00 per month (September thru May) for all classes. There will be no reduction in fees for scheduled days off, holidays, sickness, vacation, or other absences. Tuition is due at the first session each month. All fees may be paid by check or correct change. CHECKS SHOULD BE MADE PAYABLE TO WEE ONES. If you pay by check, your cancelled check should be used as your receipt. If you pay by cash, a receipt will be issued by the WEE ONES Program. If you desire a monthly receipt, special arrangements should be made with the Director of the program. The program will issue a yearly receipt for tax purposes. Increase in tuition will be announced one month in advance, based on the needs of the program. Any days cancelled by WEE ONES due to bad weather or other uncontrollable circumstances will be credited to the next month. You will be notified as to the amount of credit.

A late charge of \$5 per child will be charged on all payments received after the fifth of the month. Payments not received by the fifteenth of each month may result in withdrawal of the student(s).

PLEASE NOTE:

Parents will be expected to pick up their children promptly at 2:00 p.m. Parents will be asked to pay a late arrival fee at the time of each incident. Late fees will be charged as follows:

2:06 – 2:10 p.m. = \$10.00 late fee

2:11 – 2:15 p.m. = \$15.00 late fee

The WEE ONES program does not discriminate in the enrollment on the basis of race, color, religion or national origin.

OUTDOOR PLAY AND REST TIME

A daily time of recreational outdoor play will be observed. Exceptions would be inclement weather. Quiet rest time is provided after lunch. All are expected to be quiet so that those who want to rest can do so. Soft background music is played.

Parents are asked to furnish a labeled blanket and pillow or rest mat for each child to use during rest time. (Except 4's Classes)

Parents are invited and encouraged to visit the WEE ONES Program at any time. Please remember, however, to arrange special conferences with teachers before or after school or during quiet time. Teaching begins when the first child arrives. Please do not discuss your child in front of him/her.

CLOTHING

Dress should be appropriately comfortable for vigorous and sometimes messy activities, both indoor and outdoor. Footwear should provide protection and stay on (no flip-flops). Please dress children in clothes with simple fasteners. Coats and hats should be provided for cooler weather. Be sure to label all outer clothing with child's name. Make sure extra clothing is provided in a labeled bag or back-pack. We would appreciate it if all blankets, clothing, hats, gloves, etc., were packed in a labeled tote bag or back pack for ease of storage. Diapers and wipes should be provided by parents.

TOYS

The WEE ONES Program provides plenty of age-appropriate, learning toys. Please do not send personal toys with your child. This often leads to problems such as the toy being lost or broken; it may be dangerous or age inappropriate; and most of all, it causes conflicts. If the child requires a security toy for rest time, please label it. Occasionally a show-and-tell toy or object may be requested from home (please label).

ANIMALS

For the safety of the children and staff we ask that no animals be brought into the buildings without special permission from the Director. Pets brought into the building can be disruptive and some children have animal allergies. Occasionally animals may be brought in as part of a scheduled activity.

SNACKS AND LUNCH

A mid-morning snack will be provided for your child. An example of the snack would be crackers, cereal, cheese or fruit. Lunch should be provided by the parents, consisting of drink, sandwiches, vegetables, fruit, crackers, etc. in a lunch box-type container. Please limit sugary treats in your child's lunch. Also, please make sure your child eats a nutritious breakfast at home before starting the day.

PARTIES

Please make arrangements with the teachers in advance. Teachers are not responsible for distribution of individual party invitations. Each teacher will notify you of the parties to be observed in each class. Parents may send cookies as a birthday treat, to be served as part of the regular snack time. Please do not send messy cupcakes or muffins for birthdays.

CHILD'S HEALTH

Children who show signs of an acute cold, constant cough, earache, red or running eyes, headache, sneezing, runny nose, skin eruptions, sore throat, fever or diarrhea, cannot be accepted in preschool rooms. Policies concerning health are to protect the other children and teachers as well as the sick child. A parent will be contacted if such symptoms as fever, diarrhea, or vomiting develop while in our care. A current emergency telephone number must be on file at all times as well as an alternate telephone number. If these symptoms develop the child will be isolated until parents arrive.

Children should be symptom free (without the use of medication) for at least 24 hours before returning to the program. Parents are asked to notify the director when a child has been exposed to a contagious disease. Parents are also asked to notify the director when a child has head lice.

MEDICATIONS

We will not administer medication of any kind to children. Because of our short hours of operation, any child needing medication during this time may receive it at lunch administered by the parent.

TRANSFERS

Normally children will not promote or transfer during the school year. If it becomes necessary to transfer your child to a different class, parents will be notified prior to the transfer.

WITHDRAWAL

A two-week notice must be made to the Director before withdrawing a child. If a two-week notice is given, any tuition paid beyond those two-weeks will be fully refunded. No tuition will be refunded if a two-week notice is not given.

DISMISSAL OF A CHILD

The WEE ONES Program reserves the right to dismiss any child who, after entering, seems unable to participate in group activities or if fees have not been paid.

CLASS SIZE

Number of children per class is determined by the ages of the children and room size. Staff/child ratios for our WEE ONES Program are as follows:

	<u>Teacher</u>	<u>Children</u>
Toddlers	2	8
Young 2's	2	10
Middle 2's	2	10
Older 2's	2	11
Young 3's	2	11
Middle 3's	2	11
Older 3's	2	11
Fours A	2	12-14
Fours B	2	12-14

ARRIVAL AND DEPARTURE

Children may arrive at 9:00 am on Tuesday and Thursday. Parents please bring your children inside the building to the classrooms for each session. Children will be released only to parents, guardians or persons authorized by the parents. Authorization must take place with the Director. An authorized person will need to present identification to the teachers before the child will be released. Identification will be checked against our WEE ONES Emergency Release Form.

**Pflugerville Independent School District
holidays, early outs, and bad weather days will be observed.**

PLEASE LET US KNOW:

- If your child is ill and unable to attend
- If you have a change of address or phone number
- If you are going to be late
- If anything changes at home (separation, divorce, birth, sickness of parents, death, etc.) This allows us to help you and your child.
- Status of toilet training

IT LOOKS LIKE PLAY BUT WE ARE LEARNING...

- ...to work and play together
- ...to respect the rights of others
- ...to listen as well as speak
- ...to express ourselves creatively
- ...grow from dependence to independence
- ...to listen to directions and to follow them
- ...to develop good working habits
- ...to finish what we start
- ...to clean up after work time
- ...to participate in group activities
- ...to enjoy using a variety of materials
- ...to share toys, equipment and experiences
- ...to dramatize stories and experiences
- ...to develop an interest in books
- ...to develop an interest in the world around us
- ...to improve muscular coordination
- ...to learn to focus on tasks for longer periods of time
- ...to develop new interests and extend old ones
- ...to understand new words and symbols and be able to use them
- ...TO BE HAPPY

Each child is an individual – different from every other child and grows at his own rate.

WEE ONES CALENDER 2017-2018

First Day of Class	Tuesday, September 8
Thanksgiving (No WEE ONES)	Tuesday, November 21 and Thursday, November 23
Last school day before Christmas break	Thursday, December 14
Wee Ones Resumes	Tuesday, January 9
Spring Break (No WEE ONES)	Tuesday, March 13 and Thursday, March 15
Last Day of WEE ONES	Thursday, May 24
Graduation (4's)	Thursday, May 24, 9:30 a.m.

- ▶ Wee Ones holidays correspond with the Pflugerville Independent School District holidays.
- ▶ Pflugerville ISD bad weather days will be observed.
- ▶ There will be no reduction in tuition fees for scheduled days off, holidays, sickness, vacation, or other absences.

PARENT AGREEMENT (Attached)

Please sign the agreement between parent and Wee Ones Program and return to the Director by the first day of school.