

The logo for St. John Christian Preschool features the letters 'St. John' in a stylized, colorful font. The 'S' is blue with wavy lines, the 't' is purple with a wooden texture and a ladybug, the 'J' is green with leaves, the 'o' is a yellow sun, the 'h' is a red pencil, and the 'n' is blue with a rainbow. Below this is the text 'Christian Preschool' in a bold, blue, sans-serif font.

St. John Christian Preschool

Parent Handbook

2024-2025

St. John Lutheran Church
St. John Christian Preschool
Nationally Accredited Preschool
6135 Rings Road, Dublin, Ohio 43016
614-889-5893 / Fax: 614-760-0412
preschool@stjohndublin.org
Facebook: St. John Lutheran School and Preschool
Instagram: Stjohndublinschool



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2024-2025 PARENT HANDBOOK
ST. JOHN CHRISTIAN PRESCHOOL
6135 RINGS ROAD, DUBLIN, OH 43016
preschool@stjohndublin.org (614) 889-5893

WELCOME

Welcome to St. John Christian Preschool! We look forward to serving your family and appreciate you sharing your child's precious time with us. This handbook contains information that will be important to you and your child. Please read it carefully, and feel free to contact the preschool office with questions.

MISSION STATEMENT

At St. John Christian Preschool, we exist to help families carry out God's command to educate His children and prepare them for a Christ-centered life of learning and service.

PHILOSOPHY

At St. John Christian Preschool, we believe:

Each child is a gift of God, loved and created by Him and welcomed into His family through Jesus. (Matt. 19:14)

Children learn best in an emotionally and physically safe environment.

Children who are guided positively become responsible, caring individuals who are self-motivated and self-controlled.

Each child is created by God with an amazing capacity to learn and grow (Psalm 139:14). We honor God's creation and serve children best when we understand these truths:

- Each child possesses unique gifts and needs.
- Children's growth follows developmental patterns that are sequential in nature and follow an orderly process.
- Children learn best when we educate the whole child, nurturing spiritual, physical, social, emotional, creative, and cognitive/language growth.
- Children learn best through play involving multi-sensory, hands-on activities.



GOALS AND OBJECTIVES OF SCHOOL AND STAFF

- Expand each student’s ability to learn about the world, organize information, and solve problems.
- Provide instruction in reading, writing, math, social studies, and the arts with a curriculum that meets or exceeds Ohio Early Learning and Development Standards.
- Provide a combination of formal (teacher-initiated) and informal (child-initiated) activities. Include investigations and projects that allow children to work both on their own and in groups.
- Foster a love of learning and explore multiple, creative ways to learn.
- Nurture faith development with a Christ-centered education that includes Bible stories, prayer, chapel, and opportunities to serve others.

STAFF MEMBERS

ADMINISTRATOR/DIRECTOR:	Mrs. Natasha Bredehoeft, Preschool Director natasha.bredehoeft@stjohndublin.org	614-889-5893 – School Office
	Mrs. Amber Furr, School Principal amber.furr@stjohndublin.org	614-889-5893 - School Office
OFFICE ASSISTANT:	Mrs. Rebecca Rhoden rebecca.rhoden@stjohndublin.org	614-889-5893 – School Office
CHURCH SUPPORT STAFF:	Pastor Adam Steinbrenner, Senior Pastor adam.steinbrenner@stjohndublin.org	614-889-2284 - Church Office
	Deaconess Dehlia DeLeon dehlia.deleon@stjohndublin.org	614-889-2284 - Church Office
	Kim Shearer, Church Secretary office@stjohndublin.org	614-889-2284 - Church Office
	Neil Furr, Property Manager neil.furr@stjohndublin.org	614-889-2284-Church Office

LICENSURE AND ENROLLMENT

St. John Christian Preschool is a licensed child-care facility. Our license, issued by the Ohio Department of Job and Family Services, is displayed on the school bulletin board. Any person wishing to see our copy of the Administrative Rules and Laws governing our licensure may do so. Compliance report forms from the State of Ohio and evaluation forms from the Health, Building, and Fire Departments are available upon request from the Ohio Department of Job and Family Services.

The Ohio Department of Job and Family Services (ODJFS) requires basic enrollment and health information before a child is considered enrolled. This includes a current medical statement for each child. Medical statements are valid for 13 months from the date of the last well-child appointment. The form includes a record of immunizations and screenings, a statement that the child is in suitable condition for group care, and a list of any limitations or health conditions. The form must be signed and dated by the physician/physician's assistant, advanced practice nurse, or certified nurse practitioner that did the exam. We will send you a reminder before your current form expires.

St. John Christian Preschool will not admit any child who has not been immunized according to the State requirements unless exempted by Ohio allowable exemptions.

If your child must be exempt from any/all required immunizations, please be advised that should an outbreak of any disease for which your child has not been vaccinated occurs in the school, he/she will be excluded from school for the duration of the outbreak. This action is necessary not only to protect your child but the remainder of the students and teachers of the school.

Our classrooms do not include facilities for changing diapers. We are not licensed to care for infants or change diapers.

St. John Christian Preschool accepts children whose parents decline emergency transport. Parents will supply a back-up plan in case of a serious emergency.

Additional special programs may be offered. All programs offered will follow licensing rules and laws.

NATIONAL LUTHERAN SCHOOLS ACCREDITATION



St. John Christian Preschool is **nationally accredited** through National Lutheran Schools Accreditation, a rigorous process to identify excellent early childhood centers and plan meaningful ongoing improvement goals. This accreditation process demands high standards for operations, partnerships with families and the church, and teaching practices for all developmental areas of learning. It also encourages innovation to meet the needs of the children and their families.

ST. JOHN LUTHERAN CHURCH WORSHIP SERVICE SCHEDULE

All are welcome to worship with us at St. John Lutheran Church!

8:00 a.m. Worship: Hymnal-based worship service. Holy Communion offered weekly.

9:30 a.m. Sunday School & Bible Class for all ages

- Ages 3 through adult (Childcare is provided during this hour)

10:45 a.m. Worship: Worship service led by Worship Team. Holy Communion offered weekly.

Combined worship services are held at 9:30 the last Sunday of January, the last Sunday of August, and on the Sundays in December.

SESSION TIMES, RATIOS, REGISTRATION FEES, AND TUITION

Monday through Thursday Program

Child must be 5 years old by December 31.

Class Hours: 12:30-3:00 p.m.

Tuition: \$325/mo., Reg. \$200 8:1 Ratio

Max class size: 16

Monday through Thursday Program

Child must be 4 years old by September 30.

Class Hours: 9:00-11:30 a.m.

Tuition: \$325/mo., Reg. \$200 8:1 Ratio

Max class size: 16

Monday, Tuesday, Wednesday Program

Child must be 4 years old by September 30.

Class Hours: 9:00-11:30 a.m.

Tuition: \$239/mo., Reg. \$180 8:1 Ratio

Max class size: 16

Monday/Wednesday Program

Child must be 3 years old by September 30.

Class Hours: 9:00-11:30 a.m.

Tuition: \$195/mo., Reg. \$160 7:1 Ratio

Max class size: 14

Tuesday/Thursday Program

Child must be 3 years old by September 30.

Class Hours: 9:00-11:30 a.m.

Tuition: \$195/mo., Reg. \$160 7:1 Ratio

Max class size: 14

Tuition assistance may be available in some situations. Please contact the director.

REGISTRATION PROCEDURE

Registration forms for the upcoming school year are available on December 1. Registration forms/fees may be submitted at any time after December 1. Current families are given priority for registering until January 31. On February 1, new families who have submitted registration forms will be added to classes.

NON-DISCRIMINATION POLICY

St. John Christian Preschool admits students of any race, color, and national and ethnic origin to all the 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 administration of its education policies, scholarship and loan programs, and athletic and other school-administered programs.

STATE OF OHIO AND SCHOOL POLICIES

PARENT CONFERENCES AND INVOLVEMENT

Parent conferences are held on designated class days in October/November and February/ March. "Fall Chats" are informal and directed toward discussing adjustment to school and answering your questions. On the second conference day, we discuss growth through the year and answer any questions you may have. If you would like to request a conference before this time, we will be glad to meet with you. The preschool does not do state formal assessments nor report any assessment data to ODJFS on enrolled children.

Parents are welcome at any time. We encourage you to visit our school or volunteer some of your time. Also, sometimes there are materials to be cut or assembled. If you'd like to do some of this at home, please don't hesitate to ask the teacher. For any unscheduled visits, please check in at the office.

A class list with contact information approved by each family is distributed for each class. This list is strictly for your convenience as a preschool parent or employee. It may not be used by parents, staff, or any other persons for solicitation or as a source of names for other activities. Thank you for your cooperation.

ARRIVAL AND DISMISSAL

We ask that your children arrive no earlier than the class starting time, and that they be picked up promptly at dismissal time. It can be upsetting to children if, at dismissal time, they see everyone leaving and their parents or guardians aren't here, so we ask that you be as prompt as possible. We understand that emergencies do happen; please just contact the school or your child's teacher in this circumstance.

A drop-off system is available at 9:00 a.m. Unless you are using the drop off system, please walk your child to the teacher. All children are dismissed individually at the classroom. If someone other than yourself will be picking up your child, please NOTIFY US. We are unable to release a child from the center to any person without prior approval of the custodial parent or guardian. We reserve the right to ask for identification from anyone picking up a child. **As you walk to and from the classroom, your child must be within "arm's reach" at all times.** This helps ensure the safety of the children and of others in the church and school hallways.

If a child comes from another program or activity and does not arrive as scheduled, the preschool will contact the parent.

AUTHORIZED PERSONS FOR PICK-UP

Only those listed on your registration form will be permitted to pick up your child unless you send in written notification. In that case, the person who picks up your child must show a photo ID before your child will be released into his or her care. In custodial cases, children will be released only to the custodial parent. The custodial parent must give written permission for the non-custodial parent to pick up the child from school.

PUBLIC AREAS

The seating area in the narthex by the church offices is usually available for adults who are waiting for students. If you are using the narthex to work online, please use headphones for conversations and meetings. A private area for nursing moms is available in the lower level of the main sanctuary. The password for Wi-Fi is posted in all areas.

NAPPING/RESTING

The preschool is a part time program and does not include nap/rest time.

We do not provide evening or overnight care.

CHANGE OF SCHEDULE FOR EMERGENCIES

Inclement Weather Plan: If the weather is threatening, **check local media for school closings.** Closings will coincide with the Dublin or Hilliard City Schools.

In the event of 1-2 hour delays for inclement weather in Dublin or Hilliard, we will conduct classes as usual for families that are comfortable driving. Delays get buses on the roads by 8:00 AM, so weather conditions should be better by our 9:00 AM start.

Closings during the School Day: If the school must close early due to weather or another emergency, the preschool staff will contact parents. Children will be supervised by preschool staff members until parents arrive.

DISCIPLINE POLICY

It is the belief of St. John Christian Preschool that children learn by example and through positive reinforcement of acceptable behavior. The staff will provide a variety of interesting activities from which the child may choose. A child who feels successful at what he is doing is a motivated, happy child. If, however, a child has difficulty sharing with another child or remembering a rule, the teacher may:

1. Talk to the child about his/her feelings and how his/her actions affect others.
2. Show the child an acceptable way to demonstrate his/her feelings.
3. Remind the child of the rule.
4. Remove the child to the teacher's lap or to another area within the room briefly. (A staff member will stay with the child the entire time and will return the child to the group as soon as possible.)

Jesus and His love for others is always the example for behavior of students and staff. Love, kindness, patience, respect, and helpfulness are all qualities the school hopes to model and develop.

In specific instances, a child's behavior may endanger the emotional and/or physical safety of students or staff members of our school. While we will try to help each child be successful in our program, we do not have the staffing qualifications to handle severe behavior problems. If this is the case, some possible courses of action may include:

1. Holding a parent conference with the teachers and director to make a plan for that student.
2. Working closely with the child's physician or other professionals.
3. Working with the local school district's evaluation system.
4. Helping parents investigate options of other services or programs that may be helpful.

DISENROLLMENT

An important goal of St. John Christian Preschool is to meet the needs of all children enrolled in the program. If staff members identify concerns about a child's adaptability to the preschool setting due to behavior concerns or developmental delays, parents, teachers, and administrators will work together to develop and implement a plan to help the child experience success. A child may be suspended from preschool or kindergarten, if necessary, while a plan is developed and options are explored. If intervention strategies are not successful and/or the school does not have teachers specifically qualified to meet the child's needs, the program may disenroll/expel the child. The school will support parents in finding another program that can meet the child's unique needs.

St. John Christian Preschool reserves the right to take immediate action, including disenrolling/expelling a student, if deemed necessary by the director and teachers.

SNACKS

Goals for healthy, safe food experiences:
Enjoyment of healthy, nourishing food
Opportunities to learn independence and food-related manners
Minimal waste of food
Minimal financial impact on families



Students bring their own **small healthy snack** daily. Please make sure the snack is:

- An appropriate amount for a small snack
- Already cut into safe, serving size pieces, if needed
- Labeled with your child's name
- In a container that your child can open.

Water is available all day in the classroom for children. Please do not send a drink or a water bottle. If your child does not bring a snack, we will have small bags of pretzels to offer for that day.

Healthy Snack Suggestions

Fresh fruits, raisins, cut-up vegetables, cheese slices or string cheese, cheese crackers, naan with hummus, crackers with sun butter

Please note: **Due to allergies, we cannot have nuts or tree nuts in the classroom.**

If snacks are brought in a resealable container or bag, leftovers can be sent home. Otherwise, leftover snacks will be discarded.

BIRTHDAYS

Birthday parties with presents and goodies are best celebrated with mom & dad, friends, and families at home. At preschool, your child's birthday will be given special attention. During snack time, the birthday child's personal snack is served on a special Happy Birthday plate, teachers give the child a small gift, the class sings Happy Birthday and makes a card, and we remind the child how much God loves them! **Please do not send food treats for birthdays.**

OUTSIDE PLAY

Large muscle play will be held each day for 15-20 minutes in the gym or on the playground. Factors that may affect the decision whether to play in the gym or outside include conditions such as temperature, high winds, humidity, wind chill, ozone levels, pollen count, lightning, rain, or ice.

CHILDREN'S BELONGINGS

Dress

Children should wear play clothes to preschool. We have many "hands on" projects with paint, glue, and play dough. We also climb, jump, and run during our big muscle time, so play clothes and rubber sole shoes are best. We strongly recommend tennis shoes for safe play. We do play outdoors frequently, so please dress your child appropriately for the anticipated temperature and conditions.

Book bags

Your child should bring a book bag that opens at the top. This will be helpful to carry projects, books, or papers home each day. Your child will have a basket at school with his/her name on it for school projects or anything from home. **Please label any book bags, coats, etc. with your child's name.**

RELATIONS WITH SPECIAL INTEREST GROUPS

Any request from civic institutions or special interest groups which involves such activities as contests, exhibit sales of products to and by students, sending promotional materials home with students, fund raising, and free teaching materials must be carefully reviewed to insure that, on balance, such activities promote student interest without advancing the special interests of any particular group.

It is the policy of the Preschool Governing Team that students, staff members, and school facilities not be used for advertising or promoting the interests of any non-school agency or organization, public or private, without the approval of the Team or its delegated representative; and, any such approval granted for whatever cause or group shall not be construed as an endorsement of said cause or group by this team. Check with the office for the complete policy. All materials or activities proposed by outside sources for student or staff use or participation shall be reviewed by the administrator(s) on the basis of their consistency with school philosophy, educational value in the total school program, benefits to students, factual accuracy, and good taste. No such approval shall have the primary purpose of advancing the name, product or special interest of the proposing group.

PHOTO AND SOCIAL MEDIA POLICY

Our staff is committed to keeping you engaged in your child's progress by sharing updates and photos of what happens during school. You will be asked to provide consent for the school to share your child's photo within the classroom and on St. John Christian Preschool media, such as the Homeroom app, the website, social media, brochures, etc. It is our practice that we will not list the names of minors nor tag photos on social media.

ILLNESSES

Handwashing

Handwashing has been proven to be the single best way to prevent the spread of germs! Teachers wash hands upon arrival at school, before and after handling food, after using the restroom or helping a child with toileting, and after contact with any bodily fluids. Students wash hands upon arrival at school, before eating or handling food, after using the restroom, after playing outside, after contact with any bodily fluids, and before dismissal. Handwashing procedures are posted in each restroom.

Communicable Diseases

Children who would be considered contagious must remain at home. This is for your child's protection and will prevent others from possible illness. A staff member trained by a Registered Nurse to recognize the common signs of communicable disease will observe each child daily as he/she enters the group.

Children with the following symptoms should not come to school:

fever of 100 deg. or over, now or in the past 24 hours	
diarrhea	discharges of or inflamed eyes or ears
vomiting	stomachache
consistently runny nose	persistent or severe cough
headache	sore throat
head lice infestation	skin rashes

A child with any of the following signs or symptoms of illness shall be immediately isolated and discharged to a parent or guardian:

- a. Diarrhea (3 or more abnormally loose stools within a 24 hour period.)
- b. Severe coughing, causing the child to become red or blue in the face or to make a whooping sound.
- c. Difficult or rapid breathing.
- d. Yellowish skin or eyes.
- e. Redness of the eye or eyelid, thick and purulent (pus) discharge, matted eyelashes, burning, itching or eye pain.
- f. Temperature of 101 degrees digital on forehead or 100 degrees taken by auxiliary method.
- g. Untreated infected skin patch(es).
- h. Unusually dark urine and/or gray or white stool.
- i. Stiff neck with elevated temperature.
- j. Evidence of untreated lice, scabies, or other parasitic infestations.
- k. Sore throat or difficulty in swallowing.
- l. Vomiting.

If your child contracts a communicable disease, please let us know, in order that we might be aware of a possible outbreak of the disease in school. You will receive an email notification of any communicable disease exposure. We are required by Ohio law to display the "Communicable Disease Chart". It is located near the Preschool bulletin board. A child may re-enter school when he/she no longer exhibits any signs of communicable disease, 24 hours after vomiting, 24 hours after having a fever 100 degrees or over (without fever reducing medication), or 24 hours after the first dose of an antibiotic.

Absence Procedure: We ask parents to notify the school of their child's absence. Please call the school (614-889-5893) or the church office (614-889-2284) by the starting time of class on the day your child will not be in attendance to inform us of your situation. In addition, this gives us an opportunity to pray for your child if he/she is sick. Or you may email the information to attendance@stjohndublin.org.

If your child should become ill at school, we will make him/her comfortable and call you. A child isolated due to suspected communicable disease will be:

- a. Cared for in a room or portion of a room not being used for other types of childcare.
- b. Within sight and hearing of an adult at all times. No child will ever be left alone or unsupervised.
- c. Made comfortable and provided with a cot if needed. All linens and blankets used by the ill child will be laundered before being used by another child. After use, the cot will be disinfected with an appropriate germicidal agent. If soiled with blood, feces, vomit or other body fluids, the cot will be cleaned with soap and water and then disinfected with an appropriate germicidal agent.

If unable to reach the parent, we will call the emergency phone number listed on your child's enrollment form. If your child is mildly ill with minor common cold symptoms yet no fever, we will restrict his large muscle activity and make him/her as comfortable as possible until we can reach you.

For currently required vaccinations, if a child has not been immunized for any reason from a communicable disease that is reported in the school, that child is not allowed to attend school until the outbreak is over.

Medication/Medical Foods and Child Medical/Physical Care Plan Forms

If your child has a medical condition that requires medications or medical foods during school hours or special information or treatment, you must have certain information on file. Please contact the director for forms if you have not already completed them. St. John Christian Preschool complies with the Americans with Disabilities Act (ADA) for administering medication or medical foods and providing care procedures to children with disabilities. School age children are not permitted to carry their own medication, medical food, and/or ointments.

Staff Illnesses

Staff members who contract a communicable disease will remain at home until they are no longer contagious. A substitute will take over the staff member's duties until he or she is able to return.

SAFETY AND SUPERVISION

1. No child will be left alone or unsupervised.
2. Children will be greeted daily, observed for signs of illness, and aided in finding an activity of interest.
3. Each child will be dismissed in an orderly fashion and only to the care of his/her parent or a person so designated by the parent.
4. Fire drills will be held monthly. Tornado drills will be held monthly during tornado season. In case of a real fire or tornado, children will line up in an orderly fashion upon hearing the signal and evacuate the building as practiced (fire) or take shelter in the basement (weather alert). Assigned staff members will check other rooms. A count of the children will be made. A staff member will contact the fire department. A written plan is posted explaining procedures for staff in case of fire emergencies, weather alerts, or other emergencies
5. Staff members have immediate access at all times to a working telephone located in each classroom. Teachers also carry personal cell phones for emergencies.
6. An incident/injury report will be completed and given to the person picking up the child on the day of the incident/injury if any of the following occur: the child has an illness, accident, or injury which requires first aid; the child receives a bump or blow to the head; the child has to be transported by emergency squad; or an unusual or unexpected event occurs which jeopardizes the safety of the child. If a child requires emergency transportation, the report shall be available within twenty-four hours after the incident occurs. The center shall also contact licensing personnel from the appropriate ODJFS office within 24 hours when there is a "general emergency" or "serious incident, injury or illness." The report will be provided to licensing staff within 3 days of the incident.
7. Use of aerosol sprays or other toxic substances is prohibited when children are in attendance at the center.
8. Preschool classes may occasionally walk to Ted Kaltenbach Park or Norn Park. Permission slips will be signed by parents for these walking trips. Students will be accounted for at all times by keeping them in visual sight and counting at beginning of walk, during the walk, at arrival at park, several times during visit, at beginning of walk back to school, during the walk back, and at arrival back at school.
9. Medical Emergency Phone numbers and Specified Plan, along with the Ohio Department of Health Dental First Aid Chart, are posted on the wall in each preschool classroom, in the gym, beside the playground door, and in both preschool offices.
10. St. John Christian Preschool students do not participate in swimming/water activities or any trips requiring transportation.

EMERGENCIES

In Case of Minor Emergency (Examples: Head Injuries or Possible Need for Stitches)

1. Administer necessary first-aid.
2. Inform parent immediately.
3. One teacher will stay with the child, and a 2nd teacher will supervise other children.
4. Complete an incident report.

In the Event of Serious Incident, Injury, or Illness (Defined as: any situation occurring while a child is in care of the center, that requires emergency medical treatment or professional consultation or transportation for emergency treatment.)

1. Call 911.
2. Call parent.
3. Call child's doctor if the parent cannot be reached.
4. Stay with the child at school and during transport until the parent arrives.
5. Bring child's Enrollment and Health Information form.
6. Complete incident report and notify Ohio Dept. of Job and Family Services verbally within 24 hours and fax incident report within 3 days.

If the parent has not authorized permission to transport, the school will provide child care services to the child, will call the parent, will follow the written back-up plan provided by the parent and will stay with the child until the parent arrives. The preschool will not transport a child for medical treatment.

In Case of a General Emergency (Defined as: any threat to the safety of children due to environmental situation or threats of violence, natural disasters, loss of power, heat or water.)

In all emergency situations:

1. Teachers must have a first aid kit, Child Enrollment and Health Information forms (JFS 01234), and attendance sheets.
2. If students are dismissed in any unusual fashion, parents/authorized emergency pick-ups must show a photo I.D.

For loss of power, heat and/or water: Parents will be contacted by phone call or text. Children will be made comfortable in classrooms until parents/authorized pick-up persons arrive.

When building must be locked down: Children will remain in locked rooms. If it is necessary to evacuate classrooms, teachers will move students to a safe and secure area. Parents will be notified as directed by emergency personnel.

When building must be evacuated: Direction from emergency personnel will be followed. If conditions are safe, staff will walk students to the shelter house behind the church. This building is owned by the church. Parents will be contacted by phone call/text with dismissal instructions.

CHILD CUSTODY AGREEMENTS

If your child is part of a child custody agreement, the school must have a copy of the custody agreement on file.

CONFLICT RESOLUTION

Parents and staff members may negotiate any difficulties and differences through the following channels:

Speak to each other directly.

Speak with the director privately or in a 3-way conference.

Speak with the Preschool Governing Team of St. John Lutheran Church. The church office (614-889-2284) will have a member of the Governing Team contact you.

CHILD ABUSE/NEGLECT MANDATE

The administrator and each employee of the center are required under Section 2141.421 of the Revised Code to immediately report their suspicions of child abuse or child neglect to the proper authorities at the Children's Services Department of the county in which the child resides.

TYPICAL SPECIAL EVENTS

OCTOBER:	Mini Pumpkin Hunt at School
NOVEMBER:	Dad's Night
DECEMBER:	Christmas Play
JANUARY:	Pretend Sleepover at School
FEBRUARY:	Visit by Dental Hygienist
MARCH:	Visit by Firefighters, St. John Box City
APRIL:	Family Fun Night
MAY:	Mom's Party, Water Safety Speaker, Beach Day

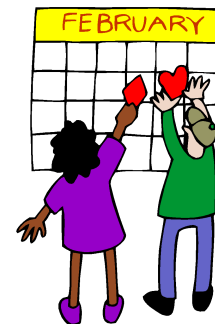
SAMPLE DAILY SCHEDULES

Three/Four-Year-Old Classes - AM

9:00-9:45	Welcome and Circle
9:45-10:15	Large Motor
10:15-10:30	Snack/Books
10:30-11:20	Free Choice/Clean up
11:20-11:30	Closing Circle

Four/Five-Year-Old Classes – AM or PM

9:00-9:40	Welcome and Circle	12:30-1:10
9:40-10:45	Free Choice/Clean Up	1:10-2:15
10:45-10:55	Middle Circle	2:15-2:25
10:55-11:05	Small Group	2:25-2:35
11:05-11:25	Large Motor	2:35-2:55
11:25-11:30	Closing Circle	2:55-3:00





2024-2025 CALENDAR
(further info and times to be announced)

- Aug. 28** Parent Orientation Meeting
- Aug. 30** Child/Parent Meet the Teacher
- Sept. 3** First day for Genesis Kids, Noah's Crew, Faithful Friends
Sept. 4 First day for Lambs
Sept. 5 First day for Rainbows
- Oct. 14** Parent/Teacher Chats Genesis Kids, Noah's Crew, Faithful Friends
(Lambs in class)
- Nov. 5** Election Day – No classes
- Nov. 7** Dad's Night-Regular classes during the day
6:00-6:45 P.M. Lambs, Genesis Kids, Noah's Crew AM
7:00-7:45 P.M. Rainbows, Noah's Crew PM, Faithful Friends
- Nov. 11** Parent /Teacher Chats Lambs
(Genesis Kids, Noah's Crew, Faithful Friends in class)
- Nov. 12** Parent/Teacher Chats Rainbows
(Genesis Kids, Noah's Crew, Faithful Friends in class)
- Nov. 25-26** Ohio District Lutheran Educators Conference (No Classes)
- Nov. 27-29** Thanksgiving Break
- Dec. 19– Jan. 6** Christmas Break for All Students

Jan. 7	School Resumes
Jan. 20	Martin Luther King, Jr. Day – No classes
Feb. 17	Presidents Day – No classes
Feb. 18	Parent/Teacher Conferences for Genesis Kids, Noah’s Crew, Faithful Friends (Rainbows – No class)
Mar. 12	Parent/Teacher Conferences Lambs (Genesis Kids, Noah’s Crew, and Faithful Friends in class)
Mar. 13	Parent/Teacher Conferences Rainbows (Noah’s Crew and Faithful Friends in class)
Mar. 24-28	Spring Break
April 10	Family Night
April 17-21	Easter Break
May 7	Mom’s Tea Lambs, Genesis Kids, Noah’s Crew AM Faithful Friends, Noah’s Crew PM
May 8	Mom’s Tea Rainbows
May 14	Last day for Lambs, Genesis Kids, Noah’s Crew, Faithful Friends
May 15	Last day for Rainbows

Parent/Teacher Conference Days – No regular class for classes doing conferences

ODJFS Licensing Appendix C to Rule 5101:2-12-07

Center Parent Information

The center is licensed to operate legally by the Ohio Department of Job and Family Services. This license is posted in a noticeable place for review.

A toll-free telephone number is listed on the center's license and may be used to report a suspected violation of the licensing law or administrative rules. The licensing rules governing child care are available for review at the center.

The administrator and each employee of the center is required, under Section 2151.421 of the Ohio Revised Code, to report their suspicions of child abuse or child neglect to the local public children's services agency.

Any parent of a child enrolled in the center shall be permitted unlimited access to the center during all hours of operation for the purpose of contacting their children, evaluating the care provided by the center or evaluating the premises. Upon entering the premises, the parent, or guardian shall notify the Administrator of his/her presence.

The administrator's hours of availability and child/staff ratios are posted in a noticeable place in the center for review.

The licensing record, including licensing inspection reports, complaint investigation reports, and evaluation forms from the building and fire departments, is available for review upon written request from the Ohio Department of Job and Family services.

It is unlawful for the center to discriminate in the enrollment of children upon the basis of race, color, religion, sex or national origin or disability in violation of the Americans with Disabilities Act of 1990, 104 Stat. 32, 42 U.S.C. 12101 et seq. To file a discrimination complaint, write or call Health and Human Services (HHS) or ODJFS. HHS and ODJFS are equal opportunity providers and employers.

Write or Call:
HHS
Region V, Office of Civil Rights
23 N. Michigan Ave., Ste.240
Chicago, IL 60601
(312) 886-2356 (voice)
(312) 353-5693 (TDD)
(312) 886-1807 (fax)

Write or Call:
ODJFS
Bureau of Civil Rights
30 E. Broad St. 37th Floor
Columbus, OH 43215-3414
(614) 644-2703 (voice)
1-866-277-6353 (toll free)
(614) 752-6381 (fax)
1-866-221-6700 (TTY) or (614) 995-9961

For more information about child care licensing requirements as well as how to apply for child care assistance, Medicaid health screenings and early intervention services for your child, please visit <http://jfs.ohio.gov/cdc/families.stm>