

Dear Parents,

It is with great pleasure that we welcome your family to The Adventure Nook.

The Adventure Nook is a teaching program. We offer a Mother's Day out for 15 month olds and two year olds, and a pre-school for our three and four year olds.

At the Adventure Nook, the director, teachers and support staff are dedicated to providing and maintaining a safe and secure atmosphere filled with love and adventure for each child. We believe that a child is a precious gift from God and that we are stewards of that gift.

We are pleased that you have joined us in stewardship of this gift of growing children.

Sincerely,

The Adventure Nook Staff

## **Our Purpose and Philosophy**

The purpose of the First Christian Church Mother's Day Out and Pre-School is to stress the child's well being in all areas of development: physical, emotional, mental, and spiritual. It is our desire to promote a learning atmosphere in which the child will develop and maintain a positive self-image. This is accomplished by offering a variety of "hands-on" experiences through creative approaches within a Christian atmosphere. The child will have an opportunity to explore his/her world at his level of development.

Our total Adventure Nook is planned to be a developing program for children fifteen months to four years old. MDO provides natural learning experiences while Pre/K is a more structured environment that plans carefully for growth in children in every area of development. Both programs provide for the child at his/her individual level of need and growth.



## Entrance Requirements

September 1 of the year of enrollment is the date used to determine class placement.

Our Toddler class accepts children 15 – 23 months. Our two's class accepts children 24 months of age.

A registration form must be filed with the Director giving pertinent information about the child. A registration fee is paid at the time the child is accepted for enrollment in the school. This fee is NOT refundable.

A Blue immunization certificate from your child's physician is required prior to the first day of school. In addition, parents must turn in the informational packet of forms.

Registration is open first to children previously enrolled, their siblings, and First Christian Church members. If there are any spaces remaining we will have open registration. These spaces will be filled on a first come – first serve basis.



## The Director and Teachers

Our Director and Teachers are Christians involved regularly in the work of their own churches. Each has the training and experience to make her an effective leader of preschoolers. Our entire staff takes advantage of training opportunities throughout the year.



## Parent Program

The Adventure Nook is a ministry to parents as well as children. Parents are encouraged to participate in their child's activities whenever possible.

Parents are invited to special activities and events throughout the year. Any parent wishing a conference may schedule one at any time during the year.

All parents are a vital part of their child's school program and are invited to visit and to take part in their child's pre-school education by volunteering their time and talents. Each class asks for volunteers for special events. We appreciate parents helping with both in-class, and out-of-class activities. Only four year old enrolled children and their parents will be allowed to go on field trips.

## **Tuition**

Tuition is due on the first day of each month. Please make checks payable to The Adventure Nook (TAN) and return it in the payment envelope provided and place it in your child's tote bag. A late fee of \$10 is charged if the tuition is paid after the 10<sup>th</sup> of the month. A late fee of an additional \$10 will be charged after the 20<sup>th</sup> of the month. A \$20 fee is charged on any check returned for insufficient funds.

When two or more children from one family are enrolled in TAN, the oldest child pays full tuition. The younger child gets a 10% discount.

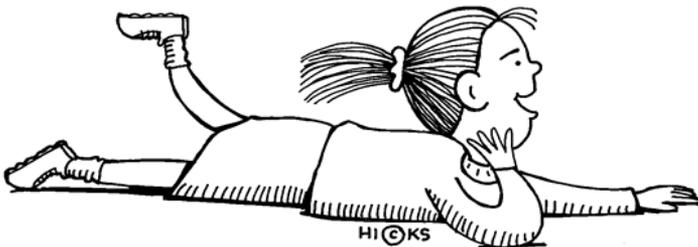
A two week notice prior to the first of the month is required if you plan to remove your child from school. You will be expected to pay tuition for an additional month without this notice. No refunds will be given after March 1<sup>st</sup>.

M.D.O. children enrolled in our program will be accepted on a drop-in basis if there is space available in the class on a particular day. Drop in fees are \$18 per day. Parents may call the Director (or the Assistant Director) at the TAN office (991-9952) to ask for space. Please notify the TAN office if you know your child is going to be out so that we will know how many drop-ins we can handle.

# Curriculum

## Spiritual Development

Because the curriculum at the Adventure Nook is spiritually based, the program reflects this emphasis. Teachers and pre-school children attend chapel on a weekly basis. Spiritual concepts are woven throughout the day's instruction including Bible stories, songs and scripture. Since children learn through watching, hearing, and modeling, every staff member and teacher is aware of the role they play in the Christian development of young children.



## Sequential Learning

The curriculum itself is sequential. The concepts, motor skills, pre-reading, and pre-math are taught according to the age and ability of the child. Each level of instruction is based on the thematic units which incorporate the appropriate developmental stages of growth. The units begin with the focus being on the child and expand to his/her family, his/her immediate environment, the community, and the world around him/her.

The teacher is responsible for providing experience and opportunities that are related to the child's level of learning. Each teacher plans the daily, weekly and monthly learning activities around a variety of resources. A concerted effort is made to limit the amount of teacher-made activities as much as possible and to allow the child to experience their environment in as many ways as possible. Community helpers will be brought in to help the children relate to and understand their contributions to their lives. Four year olds will take field trips to experience first hand the world around them.



## **A Word about Art Work**

Creative art is a very important part of our program. Children learn a great deal from the process of creating from paint, paper, scissors, markers, glue, chalk, play-dough and the endless mix of other supplies. As a result, your "creations" will accumulate quickly. Treasure what your child brings home. The end product is not important; the creative process is the treasure. It has in it his heart, his head, and his hands.

Children are more interested in the process than the product (and so are we). Rather than asking "What is it?" we say "Tell me about your painting." When you have difficulty finding an appropriate compliment, say "Those are interesting colors," or "I like the way you held your brush to keep the paint from dripping." Remember that preschoolers rarely produce finished products.

Enjoy watching the process in your child's art work. It demonstrates motor control and developing through processes. Cherish your child's creations.

## **Analysis and Testing**

All children will be monitored through the use of a developmental checklist. Information gathered by the teachers will be presented to the parents through parent/teacher conferences and/or telephone calls and/or notes sent home.

## **A Note on Potty Training**

All children entering into the three year old and four year old programs are encouraged to be potty trained. Bathroom competency is important to your child's self-esteem. You can help achieve this by providing clothes which are easy for your child to manipulate. Overalls, one piece outfits, pants that are hard to button, belts, and suspenders will frustrate your child and inhibit their independence.

## Schedule

School hours are from 9:30 a.m. to 1:30 p.m. unless your child attends an after school program. It is important that your child arrives on time each day. A child who is late or habitually absent is not getting the best from his/her educational experience. Your child is more likely to adjust to a happy school experience when their attendance is on time and regular.

Being on time for pick-up is important to your child, building his confidence in you and preventing moments of anguish. It also demonstrates consideration for your child's teacher. A \$1.00 per minute fee will be charged to parents for late pick-up after 1:45 p.m. This fee goes directly to the teacher who waits with your child.

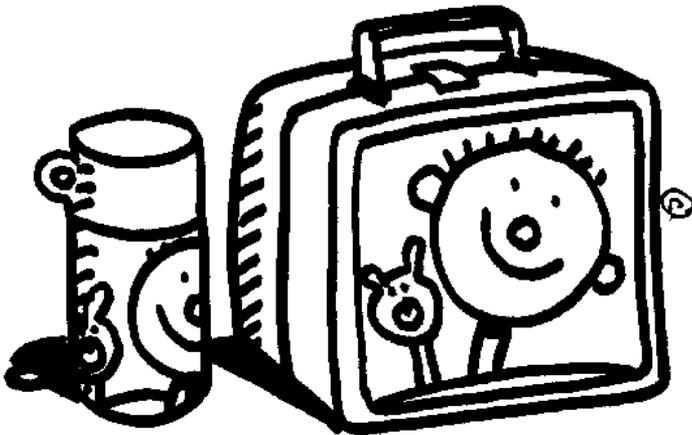


**NO PLAYING IN THE GYM AFTER 1:45 p.m.**



## Lunch

Each child will bring his own lunch and drink to school daily. Please send nutritious lunches that contain a reasonable amount of food for your child. If you send too much this encourages waste and limits his satisfaction of finishing the lunch he brought. Please do not send pull-top cans, or items that need warming in your child's lunch box. Simply consider the safety of all items you put in the lunch. To ease the preparation for a teacher of 8 to 10 children, a plate with a lid is encouraged for all of our children. Older toddlers and young 2's need "sippy" cups in their supplies for the day. Our teachers will have extra juice for any child needing more to drink.



## **Discipline Policies**

The discipline actions of the school will be positive in nature. The method of discipline will vary with the age and action of the child. Individual teachers are given discretion in how to handle each situation as it arises. As a matter of policy, the following is a general framework for discipline.

Distraction will be the first step in any age group, explaining why the behavior is inappropriate and then suggesting a behavior that would be acceptable. The second time the child will be warned that if the behavior happens again, he/she will have to sit in "Time Out." "Time Out" means that the child is required to sit quietly and miss certain activities for a brief period of time.

Following through with the "Time Out" will be the third step. If unacceptable behavior continues, the child may be given a note to bring home to the parents. The child may be sent to the Director's office to sit in the "cool down chair".

If it seems appropriate in the judgment of the Director, a conference may be scheduled with the teacher, the director and the parents. The child may be asked to leave the program in extreme cases such as biting. Persistent behavior problems may be a signal that the child may need to be evaluated by a pediatrician for a medical problem or by other pediatric specialists for some

difficulty in development. In NO cases will corporal punishment be used. Likewise, scolding or shaming will not be used.

## **Expulsion Policy**

The Adventure Nook reserves the right to permanently remove a child from the enrollment of the school at any time for non-payment of tuition and fees or for extended absences without payment of fees.

The school also reserves the right to at any time remove a child from the enrollment of the school if the staff feels that the needs of the child are not being met or if the child becomes a danger to himself or other children.

## **Health and Safety**

Our teachers are trained in CPR and First Aid to insure safety for your children.

If a child has a minor injury at school, an accident report will be completed and sent home. In the event of a serious injury, the Director or Assistant Director will seek appropriate medical attention and call the parents immediately.

The school will make every effort to protect your child's health and provide him/her with safety. The cooperation of parents is needed. Sick children must be kept at home. A child must be free of fever for at least 24 hours before returning to school. Please keep your child home from school if he/she shows symptoms such as sore throat, nausea, vomiting, diarrhea, skin rash, fever, earache, or inflamed eyes.

If any of these symptoms develop at school, a parent will be notified. Also, parents should notify the Director if the child contracts a contagious disease. Then, other parents will be notified of the possible exposure to their children.

Outside play is a regular part of our daily schedule. Everyone will participate unless weather is rainy or extremely cold. If a child cannot play outside because of illness, he/she should be kept at home.

## **Security**

Children will be released only to properly identified persons. Please send a written note to the teacher if your child is to be picked up by someone other than yourself or the car pool driver.

Children must be transferred from parent/guardian to a teacher upon arrival each day. This includes early or late arrivals. UNDER NO CIRCUMSTANCES SHOULD A CHILD BE ALLOWED TO ENTER OR LEAVE THE CHURCH BUILDING ALONE.

It is the responsibility of the parent to notify the school of any change in guardianship of the child. Dual guardianship is assumed. The child will be released to either parent unless The Adventure Nook is notified in writing, supported by necessary documentation of change in guardianship.

All MDO children are brought to the room and picked up in the room. All Pre/K classes are let out and picked up under the portico at the entry. PLEASE DISPLAY YOUR CARPOOL NUMBER FROM THE REARVIEW MIRROR DAILY.

We have an open door policy. If you wish to visit or pick up your child early please sign-in at the church office.



## Clothing and Personal Belongings

Children need to feel free to take part in all phases of our program without fear of “getting dirty.” This makes washable clothes best. Children are encouraged to wear play clothes that can be manipulated with some ease in the bathroom.

Please **label** all clothing items with the child’s name. This includes gloves, caps, coats, raincoats, etc. Please bring an extra set of clothing in a ziplock bag for you child to leave in his/her classroom. **NO BOOTS, BACKLESS SHOES, SHOES WITH SLICK SOLES OR SANDALS ARE ALLOWED DUE TO OUR CONCERN FOR YOUR CHILD’S SAFETY.** Tennis shoes are best for young feet especially when playing in the gym.

It is our desire that girls do not bring purses or jewelry to school. There is no need for any child to have money. In general, **TOYS SHOULD NOT COME TO SCHOOL** except on “show and tell” day.

**GUM OR HARD CANDY IS NOT ALLOWED.**



## Field Trips

One of the highlights of our 4K program will be special outings to enhance our study units. A blanket permission slip is required for these trips away from school. A TAN T-shirts may be purchased at a charge of \$10. A TAN T-shirt is required on trips away from school.

You will receive a monthly calendar with information on field trips and special events. Also, information will be sent home by the teacher prior to each trip.





## **Birthdays**

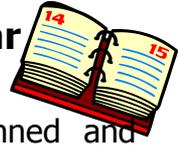


Birthdays are very special to your children; we want them to be a delightful time in Mother's Day out and pre-school. Parents may send cupcakes or decorated cookies on their child's birthday. We do not allow party hats, blowers, or party favors. Please keep this simple; it is a treat, not a party. Please send a note several days ahead to let us know about your plans. If your child has a summer birthday, we will celebrate you child's birthday on the last week in May.

In honor of your child's special day, you may wish to allow him/her to bring a book, CD or educational toy to the school on his/her birthday. Send the gift wrapped, and he/she can open it for the class. The gift will be added to our library or used in your child's classroom. A special nameplate will be added saying that it was given in honor of your child on his/her birthday.



## Notes about our Calendar



Our calendar has been carefully planned and approved by The Adventure Nook Support Group. Please note the days we are closed. No arrangements or adjustments are made for missed days.

Occasionally, First Christian may request we close for an unplanned event such as a funeral or special event.

## Plans for Inclement Weather

As a safety precaution, the school regularly conducts fire and tornado drills. In the event of severe weather, always check with the local television and radio stations for information on the Shelby County School System. If Shelby County schools are closed or closing, we will also be closed or closing at the same times/days. (In consideration of our teachers with children in public school, please be prompt if it is necessary to close early.)

## Election Days



First Christian Church is a designated polling place for elections. In the event of any election (local or national) we will be closed for the safety of our children. Notes will be posted and sent home prior to the election.

# children Learn What They Live



If a child lives with criticism,  
He learns to condemn.

If a child lives with hostility,  
He learns to fight.

If a child lives with ridicule,  
He learns to be shy.

If a child lives with shame,  
He learns to feel guilty.

If a child lives with tolerance,  
He learns to be patient.

If a child lives with encouragement,  
He learns to be confident.

If a child lives with praise,  
He learns to appreciate.

If a child lives with fairness,  
He learns justice.

If a child lives with approval,  
He learns to like himself.

If a child lives with acceptance and friendship,  
He learns to find love in the world.



- Dorothy Law Nolte



## Readiness is . . .

A child who listens

To directions without interrupting  
To stories and poems for five to ten minutes  
without restlessness



A child who hears

Words that rhyme  
Words that begin with the same sound or different  
sounds

A child who sees

Likenesses and differences in pictures and  
designs  
Letters and words that match

A child who understands

The relationship inherent in such words as up and  
down, top and bottom, little and big  
the classification of words that represent people,  
places and things

A child who speaks and can

Stay on the topic in class discussion  
Retell a story or poem in correct sequence  
Tell a story or relate an experience of his own

A child who thinks and can

Give the main idea of a story  
Give unique ideas and important details  
Give reasons for his opinions

A child who adjusts

To changes in routine and to new situations without  
becoming fearful  
To opposition or defeat without crying or sulking  
To the necessity of asking for help when needed

A child who works

Without being easily distracted  
And follows directions  
And completes each task  
And takes pride in his work



- Martha P. Howlett  
Weekly Reader