

Lamb of God Preschool

2022-2023 School Year

Ages 18 months–Jr. Kindergarten



Parent Handbook

Policies and Procedures

Parenting Resources



Contact Us

Lamb of God Lutheran Church & Preschool Ministry
1401 Cross Timbers Road • Flower Mound, TX 75028

Preschool Office: 972-539-0055

Email: preschool@log.org

www.log.org

Pastor Rance Settle
Senior Pastor
972-539-5200 ext. 103
pastorsettle@log.org

Pastor Mark Payne
Associate Pastor
972-539-5200 ext. 102
pastorpayne@log.org

Brandy Simmons
Director
Preschool Ministry
972-539-0055 ext. 119
bsimmons@log.org

Kim MacDougall
Assistant Director
Preschool Ministry
972-539-0055 ext. 117
kmacdougall@log.org

Sharon Nobis
Chair
Preschool Ministry Board
972-539-0055
nobishome@aol.com

Hannah Prindiville
Director
Family Ministry
972-539-5200 ext. 108
hprindiville@log.org



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<https://www.instagram.com/lambofgod.preschool/>



Meet Our Director...

Dear Preschool Families,

Welcome to Lamb of God Preschool Ministry! I am honored and excited to join you in the journey of growing and raising your children. My prayer is that God would make this a wonderful beginning in your child's educational journey and that together we would grow in our relationship with Christ together.

It is my joy and honor to serve as the Director of Preschool Ministry at Lamb of God. I want to get to know you and your students personally. I am here to support you and your family through the beginning stages of early childhood. If at any point in time your family needs support, prayers, or encouragement, please reach out and let me know. I am happy to help and support you.

We have a wonderful church here at Lamb of God and I welcome you to join us for worship! We worship on Sunday mornings, 8 a.m. and 10:30 a.m. We have Sunday school and Bible Studies for children and adults from 9:15 a.m. to 10:15 a.m. Childcare is available Sunday mornings.

Once again, welcome to Lamb of God Preschool Ministry. I am thankful for the opportunity to join you on this exciting journey.

Serving your family,

Brandy Simmons

Brandy Simmons
Director of Preschool Ministry
bsimmons@log.org



Meet Our Pastor...

Dear Preschool Parents,

We are so happy to welcome you to Lamb of God and to the great experience that we anticipate for your child (or children!) as they begin a new year at our Preschool! Whether this is your first year with us or a continued walk with us, we joyfully look forward to the year ahead and the growth we will experience together!

I am the Senior Pastor of Lamb of God, and it is such a joy to be a part of your children's lives: to share in their chapel time, to wave as they walk to the playground and to deliver popcorn to their classrooms. It is a privilege to witness the ministry of our Preschool and our gifted teachers who have such servant hearts.

As a part of the ministry of Lamb of God, I consider myself your pastor as well – I am here for you if there is anything you need. My email is PastorSettle@log.org.

If you have a church home, we praise God for the connections He has made for you there. But if you're new to the area or interested in making a connection, we invite you to worship with us on Sundays at 8 a.m. and 10:30 a.m. as we gather to hear of Jesus' love and forgiveness and read about His love and forgiveness during our Bible study hour at 9:15 a.m. on Sundays. We also have Sunday School for the kids at 9:15 a.m.

But if you just can't wait that long – drop me an email or give me a call. Let's talk! I'd love us to get to know one another better.

Thank you for entrusting us with your most precious people – your children. It is a privilege to be a part of your family's lives and we pray the Lamb of God Preschool Ministry is a blessing to you for years to come!

In His Grip,
Pastor Rance Settle



Meet Our Associate Pastor...

Thank you! Thank you for being here and entrusting your child to us! We know you have many preschool options to choose from in the area, and we know that your child's early education and growth—through play, learning, and socialization—are important to their development. We feel blessed to be able to be a part of these important (and fun) formative years of their life! Our Lamb of God Preschool teachers and staff love getting to partner with you—parents and guardians, to help them along in this formative journey! And we, in the Lamb of God Church Family Ministry, are blessed to join your child on this journey as well!

Hi, my name is Pastor Mark Payne, and I am the Associate Pastor for Family Ministry here at Lamb of God. I have been a member of this church since 2001 and have served in many different ministries over the years, but some of the most enriching and joyful moments over these years have been helping children in Sunday School, discover the God of the Bible who loves them, through His Son, Jesus Christ! As a parent of three children of my own, I have lived many of the same experience as most parents, facing the varying challenges of raising kids through their formative years, in a world that does not always have our kids' best interest in mind. I suppose these experiences helped prepare me for my journey into pastoral ministry three years ago.

In addition to our church family, I am here for our preschool families! While I receive the blessing of getting to interact with your child through their classroom and chapel, I would also welcome the opportunity to get to know you! We keep our preschool families in our prayers, but if there is another way we can minister to your family, please let me know. You may have a church home, but if not, please feel free to reach out to me and allow me to share more about what we are doing in our Family Ministry, here at Lamb of God Lutheran Church. I hope to meet you at drop-off or pick-up one day!



Frequently Asked Questions

How do I contact the school? Phone: 972-539-0055 Email: preschool@log.org

What is LOG? Lamb of God Lutheran Church

What is PAL? Parent Asistance League - PTA for Preschool! Want to volunteer? Contact the Preschool office for more details, preschool@log.org.

What should I bring for a snack? A Ziploc bag with a small amount of fruit, crackers, carrots, or pretzels would provide a healthy snack for your child. Remember, this is a snack, not a meal. Please do not pack a drink. Water is available to the children during class time and snack time. The teachers encourage children to drink lots of healthy water! Please be mindful of any food allergies in your classroom!

How do I check-in my child for class? Parents should access the *Procare* Parent Engagement application to check-in and check-out your child daily.

Can I come to chapel? Yes! We encourage parents, grandparents, etc to attend. Chapel meets on Monday & Tuesday at 9:00am. Please watch the calendar and School News for special Chapel notices.

Why are the doors locked? SECURITY – The school wants to know who is in their facility and why. Please do not open a locked door for anyone, even if you know them. Everyone needs to use the appropriate doors! If you arrive late and the doors are locked, please go to the back doors by the Preschool office and ring the doorbell.

Do I have to use the school bag provided for my child? Yes! The bags provided by the school allow for easy storage in all classrooms. Backpacks require too much space. New students will receive bags the first week of school. Please label your child's bag with their name. Feel free to decorate the bag or let your child decorate his/her bag. If you need a replacement bag, please visit the office.

Can I provide a birthday treat? Yes, but please keep it minimal with no candles or balloons. Fruit and cookies are always a favorite with children and teachers alike. Frosted cupcakes are often wasted. Always discuss any possible food allergies with your child's teacher prior to bringing treats.

Who do I call if my child is ill? You may contact the preschool office at 972-539-0055 or e-mail preschool@log.org. Your child's teacher will be notified.

Earn Rewards for our Preschool!

DALLAS



GOOD NEIGHBOR PROGRAM

Complete this form to link your Loyalty account to the organization of your choice. You can choose to link up to three organizations. Contact your organization of choice and ask if they are a member of Tom Thumb Good Neighbor program or call 1-888-334-8240 to get the GNP number.

REMARKABLE CARD NUMBER

Don't know your card number? Call Customer Care at 1-877-723-3929.

Charity to be added to your card:

1. Charity # _____
2. Charity # _____
3. Charity # _____

Charity to be deleted to your card:

1. Charity # _____
2. Charity # _____
3. Charity # _____

APPLICANT NAME (PLEASE PRINT) _____

PHONE (linked to loyalty account) _____

APPLICANT SIGNATURE _____

DATE _____

PLEASE RETURN THIS FORM TO YOUR NEIGHBORHOOD TOM THUMB CUSTOMER SERVICE DESK OR EMAIL YOUR RESPONSES TO good.neighbor@tomthumb.com

OFFICE USE ONLY: STORE # _____
STORE INSTRUCTIONS: SEND THIS COMPLETED FORM TO THE MAILROOM - ATTN: GOOD NEIGHBOR PROGRAM

- Link your Tom Thumb rewards card to Lamb of God Preschool (**1499**)
- Use Your Card When You Shop!



- Sign Up Online: Kroger.com/communityrewards
- Link your Kroger rewards card to Lamb of God Preschool (**NPO #MH359**)
- Use Your Card When You Shop!

Parenting Resources

If you feel overwhelmed or find it difficult trying to raise a loving, Christian child in an unforgiving world, you are not alone! We have resources that we are happy to share. Please stop by the Preschool Office if you would like to check-out any of these items.

- 10 Principles for Spiritual Parenting by Mimi Doe and Marsha Walch
- 52 Fun Family Devotions by Mike and Amy Nappa
- The Amazing Hannah by Amy Klett & David Klett
- La Fantastica Hannah !Miren todo lo que puedo hacer! por Amy Klett & David Klett
- Building Faith One Child at a Time by Becky Schuricht Peters
- Chemo, Craziness & Comfort, My book about childhood cancer Nancy Keene
- Day by Day One Year Devotional for Young Children by Betty Free
- Educating the Child with Cancer Ruth Hoffman
- How to Talk So Kids Will Listen & Listen So Kids Will Talk by Adele Faber & Elaine Mazlish
- Holy Bible NIV
- Faithfully Parenting Preschoolers by John R. Bucka
- No, Why Kids of All Ages Need to Hear It and Ways Parents Can Say It by David Walsh, PhD
- Oliver's Story For "Sibs" of Kids with Cancer by Michael Dodd
- La Historia De Oliver Para los hermanos de niños con cancer por Michael Dodd
- Love & Logic Magic for Early Childhood Practical Parenting from Birth to Six Years by Jim Fay & Charles Fay
- Max Lucado Children's Treasury DVD collection of The Crippled Lamb, Jacob's Gift, Alabaster's Song
- Parenting in the Pew by Robbie Catleman
- Parenting With Love & Logic by Foster Cline, MD & Jim Fay
- Raising Kids Who Turn Out Right by Tim Kimmel
- Right from the Start by Shirley K. Morgenthaler
- Spiritual Parenting by C.H. Spurgeon
- Transforming Children into Spiritual Champions by George Barna
- Try and Make Me! Simple Strategies That Turn off the Tantrums and Create Cooperation by Ray Levy and Bill O'Hanlon
- What about Heaven? by Kathleen Long Bostrum
- What Your Preschooler Needs to Know (Core Knowledge)-Get Ready for Kindergarten by E. D. Hirsch, Jr. & Linda Bevilacqua
- When Families Grieve by Sesame Street

Keeping Children Safe



Reporting Abuse and Neglect

Texas law requires caregivers to report suspected child abuse or neglect to the Texas Department of Family and Protective Services or law enforcement. Call **1-800-252-5400** to make confidential reports. Failure to report suspected abuse or neglect is a crime. Employers are prohibited from retaliating against caregivers who make reports in good faith.

Protecting Children

Shaken Baby Syndrome is the result of violently shaking young children. Injuries can include brain swelling and damage, subdural hemorrhaging, mental retardation and death.

NEVER SHAKE A BABY!

Sudden Infant Death Syndrome, or SIDS, is the unexplained death of a sleeping baby. Always place infants to sleep on their backs on a firm surface, free from soft items such as quilts, pillows or toys.



Unsafe Children's Products

Recalls of unsafe consumer products, including children's products, are available. It is easy and free to find out. Just go to the United States Consumer Product Safety Commission web site at www.cpsc.gov or you may access the recall information at the Texas Department of Family and Protective Services web site at www.dfps.state.tx.us.



Keeping Children Healthy

Protect children from illness and disease:

- Wash your hands and children's hands often.
- Immunize children.
- Keep ill children at home.
- Learn CPR and First Aid.
- Make sure that children drink plenty of water.
- Discuss special-care needs with caregivers.
- Learn more about childhood diabetes, which impairs a body's ability to regulate blood sugar levels, and other medical conditions from your child's health-care provider.



Texas Department of Family and Protective Services
www.dfps.state.tx.us

* Texas Family Code, Title 5. The Parent-Child Relationship and the Suit Affecting the Parent-Child Relationship, Subtitle E. Protection of the Child, Chapter 261. Investigation of Report of Child Abuse or Neglect, Subchapter B. Report of Abuse or Neglect; Immunities

F2958-0000

It's OK to tell!

if someone hurts you:

say

no

!

go



to a safe place

tell

a trusted adult



Call **1-800-252-5400**

for help or **911** for emergencies

For more information: txabusehotline.org

Recognize and Respond to Anaphylaxis

For a suspected or active food allergy reaction

FOR ANY OF
THE FOLLOWING

SEVERE SYMPTOMS

-  **LUNG:** Short of breath, wheezing, repetitive cough
-  **HEART:** Pale, blue, faint, weak pulse, dizzy
-  **THROAT:** Tight, hoarse, trouble breathing/swallowing
-  **MOUTH:** Significant swelling of the tongue, lips
-  **SKIN:** Many hives over body, widespread redness
-  **GUT:** Repetitive vomiting, severe diarrhea
-  **OTHER:** Feeling something bad is about to happen, anxiety, confusion

OR MORE
THAN ONE

MILD SYMPTOM

-  **NOSE:** Itchy/runny nose, sneezing
-  **MOUTH:** Itchy mouth
-  **SKIN:** A few hives, mild itch
-  **GUT:** Mild nausea/discomfort

1

**INJECT
EPINEPHRINE
IMMEDIATELY**

2

Call 911
Request ambulance
with epinephrine.

Consider Additional Meds

(After epinephrine):

- » Antihistamine
- » Inhaler (bronchodilator) if asthma

Positioning

Lay the person flat and raise legs. If breathing is difficult or they are vomiting, let them sit up or lie on their side.

Next Steps

- » If symptoms do not improve, or symptoms return, more doses of epinephrine can be given about 5 minutes or more after the last dose.
- » Transport to and remain in ER for at least 4 hours because symptoms may return.

Do not depend on antihistamines. When in doubt, give epinephrine and call 911.



Lamb of God Preschool Ministry Parent Handbook 2022-2023



Lamb of God Lutheran Church & Preschool
1401 Cross Timbers Road
Flower Mound, Texas 75028

Loving, Outreaching, Growing together in Christ



Lamb of God Preschool Ministry exists to share the grace of God with the families and communities we serve by providing **exceptional Christian education** in a loving preschool environment centered on growing together in Jesus Christ.

Class Times

Morning Classes	8:30 am - 12:30 pm
Full-day Classes	8:30 am - 2:00 pm
Jr. Kindergarten Classes	8:30 am - 2:00 pm
Extended Day Classes	2:00 pm - 3:30 pm

Calendar

LOG Preschool Ministry closely follows the Lewisville Independent School District (LISD) calendar with few exceptions. The 2022-2023 school year begins August 29, 2022, through May 19, 2023.

The Preschool calendar is located online at www.log.org/preschool.

The LISD calendar is located online at www.lisd.net.

Lamb of God Preschool Ministry was established in 1989 as a ministry of Lamb of God Lutheran Church. The Preschool provides care and programs for children 18 months of age through Jr. Kindergarten. The Preschool received accreditation in 2009 through both the National Lutheran School Accreditation and Lutheran School Accreditation Commission of Texas.

Philosophy

Lamb of God Preschool Ministry views children and families as a special gift, given by God. The purpose of the Preschool Ministry is to provide an **exceptional Christian education**, early childhood setting in which toddlers, two, three, four and five-year-old students can grow, learn, and develop as God's children, spiritually, physically, socially, emotionally, and cognitively.

Children learn best by actively participating in meaningful hands-on activities that consider their existing knowledge. Children develop and achieve different levels of readiness in different content area, based on their experiences. An important component of these learning experiences is regular interaction with knowledgeable adults who can bridge the gap between the child's existing knowledge and skill level and those toward which they are striving to achieve.

A specific sequence of skills and knowledge, allows teachers, parents, and other caregivers to guide a young child's development. By using the Core Knowledge Preschool Sequence as a tool, we can offer those experiences that consider each child's individual competencies, while providing the steps to higher levels of learning. The child's current knowledge and skill level becomes the starting point in planning new experiences and instruction.

Notice of Non-discriminatory Policy as to Students

Lamb of God Preschool Ministry admits students of any race, color, 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 based on race, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Policies and Procedures

Accreditation

Lamb of God Preschool Ministry received its formal renewal certificate of accreditation from the National Lutheran School Accreditation in the spring of 2019. This 5-year accreditation guarantees that Lamb of God Preschool Ministry meets or exceeds a specific set of criteria for early childhood education; provides high-quality programs with qualified, nurturing staff; and assists each program to improve itself for the benefit of children, families, and congregation.

Licensing

Lamb of God Preschool Ministry is licensed by the Texas Department of Protective and Regulatory Services. A copy of the Minimum Standards for Childcare Centers and the Parent Handbook are available in the preschool office. Our Child Care License, Inspection, information on reporting Abuse and Neglect along with current reports are posted on the parent information bulletin board near the Preschool office. You may also find information regarding Minimum Standards for Childcare Centers and Child Abuse/Neglect online at www.hhs.texas.gov and www.txabusehotline.org. If you have any questions, please feel free to ask the Preschool office staff.

Consumer Product Recalls

Recalls of unsafe consumer products are available in the Preschool office for your convenience. You may also access the recall information by visiting the United States Consumer Product Safety Commission Website at www.cpsc.gov.

Our licensing agency prohibits animals on school premises. Please help us keep your children safe by keeping your pets at home.

Our licensing agency prohibits firearms, hunting knives, bows and arrows, or other weapons on the premises of a child-care facility except for law enforcement officials who are trained and certified to carry a firearm and ammunition. This means that license to carry (LTC) holders may not carry firearms in our facility either openly or concealed.

Under Penal Code any area within 1,000 feet of a child-care center is a gang-free zone, where criminal offenses related to organized criminal activity are subject to a harsher penalty.

*Inclement Weather**

Lamb of God Preschool Ministry will follow the decision of the Lewisville Independent School District to close school due to inclement weather. The decision to close school due to inclement weather for LISD will be reported on local television channels, Preschool email, and social media.

In the event LISD announces a delayed opening, Lamb of God Preschool Ministry morning classes will be cancelled. Full-day classes will begin at 10:30 am and dismiss as scheduled.

In the event LISD issues an early release due to weather, parents should proceed to Lamb of God Preschool Ministry to pick-up their children. Office staff will notify parents with an email or text message as soon as a decision to close is issued. No child will be left unattended if a parent cannot be reached.

*There will be no make-up days for inclement weather.

*Health Related Closings**

Lamb of God Preschool Ministry will make an independent decision regarding health-related closings. In the case that Lamb of God Preschool Ministry closes, we will notify families by e-mail, text message or phone call.

*There will be no make-up days for health-related closings.

Fire and Emergency Plans

The safe evacuation of children is our priority in the event of an emergency. Fire/emergency exit routes are posted in each room. Fire extinguishers and sprinkler systems are located throughout the building. Fire drills will be conducted at least once a month. Lock down drills will be conducted three times and severe weather drills will be conducted four times during the school year. Emergency lighting is available at the school in case of a power failure. A plan for protection, care and evacuation of the children has been developed in consultation with Flower Mound fire officials in case an emergency arises. In case of evacuation, the children & staff will be re-located to: Butler Chiropractic Clinic/Barlow Capital Advisors, 1501 Cross Timbers Rd (Ste. 100 & 200), Flower Mound, TX 75028 (across Luther Ln.). A master copy of the Emergency contact information will be maintained in the Preschool office and remain in the possession of office personnel. During drills or a real emergency, the Director will supervise the evacuation. In the absence of the Director, the Assistant Director will supervise.

Travel Outside of United States

Anyone travelling outside of the United States within 6 months of admission or re-admission must provide a Statement of Health and Well Being from a certified Physician. Failure to do so will result in permanent withdrawal.



Tuition and Fee Policies

Registration/Supply Fees

Each student is required to pay an annual registration/supply fee. These fees are due upon registration and are non-refundable. The amount of the fee varies depending on the program selected.

Preschool Tuition

We accept cash, check, and credit card. First month tuition is due at the time of registration and is non-refundable. October through May tuition is due on the 1st of each month. Checks should be made payable to LOG Preschool Ministry. LOG Preschool Ministry will provide a receipt if requested but does not mail out monthly statements. End of the year statements will be available upon request beginning in January. LOG Preschool Ministry teachers do not collect any tuition money. There is a tuition lockbox located outside the Preschool office for tuition payments.

Fees

All fees incurred due to delinquency are the responsibility of the customer.

Accounts delinquent after the 5th of each month will be assessed a late fee. Any account 10 days or more past due may result in temporary suspension of child until account is paid in full. Any person who is late paying tuition more than twice a year, will be required to enroll in the Tuition Express Automated Payment Processing or required to pay the remaining year's tuition in cash. All accounts must be current to register for the next school term.

A return check fee will be added to all checks returned by the bank. All accounts having more than two returned checks, will be required to enroll in Tuition Express Automated Payment Processing or pay the remaining year's tuition in cash.

Tuition Express Automated Payment Processing

Tuition Express Automated Payment Processing allows secure, on-time tuition and fee payments to be made from either your bank account or credit card. Please stop by the Preschool office to enroll in this program.

Tuition Discounts

If there is more than one child from the same family household attending LOG Preschool Ministry, the child with the lower monthly tuition fee will receive 10% off their monthly tuition. No tuition adjustments are made due to absences related to illness, vacation, holidays, weather related or health related closings.

Late Pick-Up Fees

Late pick-ups are stressful to your child. We understand the rare occasion when situations such as traffic delays or inclement weather can cause you to be late. A phone call will help us explain the situation to your child. A child remaining 8 minutes after the end of a session is subject to a late fee.

Refunds and Withdrawal

There are no refunds or adjustments for absences caused by illness, vacation, holidays, weather related or health related closings. Written notice is required at least two weeks in advance if a child is withdrawn during the year. Please email notice to preschool@log.org.

Program Details

Toddler program-age 18 months by Sept. 1

Each class ratio will not exceed 6:2 without Director approval

A dedicated Assistant will be assigned to the Toddler classes

All children must bring their own snack and lunch

Two-year old program-age 2 by Sept. 1

Each class ratio will not exceed 10:2 without Director approval

A dedicated Assistant will be assigned to the 2's classes

All children must bring their own snack and lunch

Three-year old program-age 3 by Sept. 1

Children must be potty-trained

Each class ratio will not exceed 14:2, or 8:1 without Director approval

All children must bring their own snack and lunch

Pre-Kindergarten program-age 4 by Sept. 1

Each class ratio will not exceed 16:2, or 12:1 without Director approval

All children must bring their own snack and lunch

Jr. Kindergarten program-age 5 by Oct. 1 and have completed a Pre-K program or have Director approval.

Each class ratio will not exceed 16:2, or 12:1 without Director approval

All children must bring their own snack and lunch

Extended Day program-age 3 by Sept. 1

Children must be potty-trained

Each class ratio will not exceed 12:1 without Director approval

All children must bring their own snack

Classes offered are designed to maximize the full potential of the curriculum. Time missed from the scheduled curriculum could result in a readiness delay for the student. All requests for exception must be submitted and approved by the Lamb of God Preschool Ministry Board.

Requests to change enrollment or class may not be honored after July 1st.

Lamb of God Preschool Ministry does not assume responsibility for the nutritional value of snacks/lunch or for meeting the daily food needs for students.



Progress Reports and Evaluations

As a source of feedback, parents will receive observations and feedback from their child's teacher throughout the year. These observations will focus on your child's responses to tasks, his/her relationships with others, as well as his/her teacher's special joys and concerns. These observations will take into consideration what is developmentally appropriate for your child. Parent/Teacher conferences will be held in the Spring. You are welcome to request additional conferences with your teacher throughout the year.

Curriculum

Our curriculum is part of a rigorous, balanced literacy approach and is consistent with the Lewisville Independent School District. The resources used to support learning include Core Knowledge, Voyages from Concordia Publishing, Math Their Way, Handwriting Without Tears & Scholastic.

Toddler classes are center based, allowing for active exploration and hands-on learning. Children are immersed in age-appropriate activities which allow for thinking skills, language and sensory development, movement, worship, and opportunities for social and emotional development. To enroll, a child must be 18 months of age by September 1st.

Two-year-old classes are center based, allowing hands-on learning as children are introduced to colors, shapes, and the alphabet. Quiet activities alternate with active activities and movement. There are individual, small, and large group times, as well as worship time. To enroll, a child must be 2 years of age by September 1st.

Three-year-old classes are center based and incorporate activities in the areas of movement, language, math, science, and worship. Art activities are open-ended, allowing children to learn through the process of creating. There are individual, small, and large group times. To enroll, a child must be 3 years of age by September 1st and potty-trained.

Pre-Kindergarten classes introduce activities in the areas of movement, language, math, science, and worship to provide a solid foundation for Kindergarten. Math centers allow children hands on activities in counting, comparing, sorting, and measuring. Daily activities to develop language and literacy include stories and classroom charts. There are individual, small, and large group times that focus on Kindergarten readiness skills. To enroll, a child must be 4 years of age by September 1st.

Junior Kindergarten classes are offered for older students, as well as those seeking additional skills development prior to enrolling in Kindergarten. An advanced approach will reinforce knowledge in the areas of movement, language, math, science, and worship. There are individual, small, and large group teaching times. To enroll, a child must be 5 years of age by October 1st and have completed a Pre-K program or have Director approval.

Extended Day classes are available Monday through Thursday until 3:30pm for children enrolled in the three-year-old through Jr. Kindergarten programs.



Motor Lab and Outdoor Play

Physical activity, both indoor and outdoor will be incorporated daily as outlined in the Minimum Standards for Childcare Centers. Children are given the opportunity to engage in both structured and unstructured physical activity. To participate freely and safely in physical activities, children should wear loose fit clothing and closed toe shoes.

At all levels, the Motor Lab curriculum from *Super Moves-Play with a Purpose*, is used to provide instruction and practice for children to master foundational movement skills.

Outdoor play provides for greater freedom and flexibility, fuller expression through loud talk, and a greater range of active movement. Outdoor play also extends opportunities for large muscle development, social-emotional development, and small muscle development by offering variety, challenge, and complexity in ways that are not attainable in a confined indoor space. In the event of inclement weather, outdoor playtime will be moved into the gym.

Attendance

Drop Off

Main entrances open at 8:15am each school day. Teachers will open classroom doors at 8:25am so that students may enter their classroom five (5) minutes before class begins. Class begins promptly at 8:30am. Main entrances lock at 8:45am. Late arrivals mean missed class time for your child and interruptions for the teacher and other students. Parents should access the Procare Parent Engagement application to check-in and check-out your child daily.

Pick Up

Main entrances are open 12:15pm-12:45pm & 1:45pm-2:15pm each school day. Please arrive on time to pick up your child. Classes end promptly at the scheduled time. Arriving on time means being in front of your child's classroom door when the teacher begins dismissal. Parents will be charged a late fee for excessive late arrivals.

Doors

To ensure the safety and security of all children, parents are asked to use the main entrance near the Preschool office. All other outside doors will remain locked. No siblings should be left unattended in automobiles, on the playground, in classrooms or hallways while dropping off and picking up children enrolled in LOG Preschool Ministry. Late arrivals, or parents visiting the school during locked hours, may only enter through the main Preschool entrance. Please ring the doorbell for assistance.

Visiting During School Hours

For the protection and security of our children, ALL Parents and volunteers should check in and out through the Preschool Office and provide a valid driver's license.

Attendance Procedures

Adults must accompany children to their classrooms each morning and must meet their children at their classrooms at the end of the school day. All preschool children must be checked in and out by their parent or guardian every day.

Teachers may release a child only to those authorized by the parent. Proper identification will be required. Driver's Licenses may be checked. Please remember to notify the office with any changes in emergency contact numbers, addresses and/or adults authorized to pick up your child. In the event of an emergency and someone NOT listed on the emergency contact list will be picking up, please contact the school office. The school office may photocopy the driver's license and keep it on file.

Behavior Guidelines

School Rules for Students

- *Be a good listener-Follow instructions.*
- *Be a good friend-Respect people and property.*
- *Be a good helper-Be prepared to do your best.*
- *Be a careful friend-Help keep you and others safe.*



Discipline; Suspension; Expulsion Policy

Praise for appropriate actions is always our focus at Lamb of God Preschool Ministry. It is imperative that parents and teachers cooperate with mutual goals and procedures when it comes to discipline. For the child to function successfully within a classroom setting, we use a combination of behavior modification and social reinforcement to encourage positive aspects of behavior and minimize the negative areas. Our policy is designed to consistently reinforce all appropriate behaviors and redirect all inappropriate behaviors to promote the child's self-esteem. The following is a basic guide for redirecting inappropriate behavior:

Verbal Redirection- Teacher will speak to the child about the inappropriate behavior observed and identify the appropriate behavior desired.

Physical Redirection- Child will be instructed to move himself/herself to a place in the classroom designated by the teacher (ex; a different center, place on carpet, seat at table). The child may also be asked to move or change his/her symbol to another position on the behavior modification system in his classroom indicating that the child is not following the behavior guidelines set forth in the classroom. Teachers will provide parents with guidelines for using their behavior modification system.

Director Assisted Redirection- If an inappropriate behavior continues to occur after numerous verbal and physical redirections by the teacher, the Director will be called into the classroom. At this time, the Director and teacher will help the child verbalize his/her behavior, as well as discuss a plan on how the child may rejoin the group and become involved in a positive learning activity. The Director will remain in the classroom until child has successfully rejoined the learning activity. The Assistant Director or Office staff may be called upon in Director's absence.

Removal from Classroom- A child will be removed from the classroom and taken to the Director's office if he/she causes bodily harm to himself/herself or another in a purposeful manner, or in other situations as determined by the Director.

Parent Conference- If the inappropriate behavior is observed on a consistent basis, and the above steps have been followed, a conference with Director, parent, and teacher will be scheduled to determine further action.

Please keep in mind that snack and recess will never be withheld for correction purposes. In addition, the staff will not use abusive, neglectful, corporal, or frightening punishment under any circumstances.

As with any discipline plan, consistency and communication between home and school are the key components in helping our children behave in a manner that will ensure success in and out of the classroom.

Biting Policy

Biting is a serious issue. Biting incidences will be handled in the following manner:

A confidential log will be kept that will include the time, date, place, and the names of the children involved in the incident.

First bite- the parents of the children involved will be informed of the incident in a written incident report.

Second bite- the parents will be asked to remove the child for the rest of the day.

Third bite- the parents will be asked to meet with the Preschool Director to discuss an action plan.

LOG Preschool Ministry reserves the right to cancel the enrollment of any child who displays disruptive behavior or those who abuse the privileges and/or policies of the Preschool program.

Playground and Outdoor Play Rules

- For the protection of the children, the playground is a secured area. Only enrolled students and LOG Preschool Ministry staff are allowed on the playground during designated school recess hours.
- Children are allowed on the playground only with adult supervision.
- Children are instructed to use equipment the way it is intended.
- Slide down the slide feet first, on bottoms-not stomachs.
- Climbing is restricted to specified equipment only-not on playground fencing.
- Children may not stand on the rock wall or playhouses.

All children will go outside with their class when scheduled. Please be sure your child has appropriate clothes for the weather and shoes appropriate for climbing, running, and jumping (preferably closed toed shoes). If your child is too sick to go outside, he/she is probably too sick to be in school. Please do not ask your teacher to keep a child inside during outdoor playtime.

After School Playground Fun

Lamb of God Preschool Ministry desires the playground to be a safe and secure place for you and your children. Please respect the playground rules that your children have been taught. School and parents should follow the same guidelines to avoid conflicting messages about playground safety. Please remember to remove your trash when you leave the playground.

Playground Rules

- Slide feet first
- Do not climb on top of equipment
- Remove trash
- Supervise your children
- Park bikes
- Be SAFE



Health

If your child will not attend school due to illness, please call or email the Preschool Office.

The office will notify your child's teacher.

A child will not be admitted to school if one or more of the following exists:

The illness prevents the child from participating comfortably in school activities.

The illness results in a greater need for care than the staff can provide without compromising the health, safety, and supervision of the other children.

The child has one of the following prior to administering medication.

- Temperature of 100 degrees or greater.
- Symptoms and signs of possible severe illness such as lethargy, uncontrolled breathing, uncontrolled diarrhea, 2 or more vomiting episodes in 24 hours, rash with fever, mouth sores with drooling, wheezing, behavior change, or other unusual signs that the child may be ill indicate that the child cannot be included in the school's activities. Child should be symptom free for 24 hours, prior to administering medication, and/or have a signed release from a Physician before returning to school.

A child with a communicable disease may not attend school until readmission criteria has been met. Contact the Preschool office for State readmission criteria.

If you feel it necessary to medicate your child for fever, vomiting or diarrhea, your child cannot attend school that day.

If your child has vomited 2 or more times in the last 24 hours, they cannot attend school.

A child with diarrhea or vomiting will be taken care of apart from other children until the child is taken home. This will help with hygiene, sanitation and avoid any further exposure for the other children.

First Aid and CPR

There are two AED Defibrillators on our campus. Children will be given first aid treatment or CPR when needed. LOG Preschool Ministry staff is certified in CPR, First Aid, and the use of the AED devices.

Illness or Injury at School

Parents will be notified if their child becomes ill or injured at school. The child will be given appropriate attention and supervision until the parent arrives to take the child home.

In case of the onset of critical illness or injury:

The child will be taken to the nearest emergency room or clinic by an emergency vehicle and parents will be notified at once.

*Preschool Ministry staff will follow the medical action plan on file for any child. Please visit with your Physician if you feel it necessary to develop one for your child.

Dispensing of Medication On-site

Parents may choose to come to school personally to dispense medication to their own child. This should not include cold/flu/fever medication. The need for cold/flu/fever medication indicates the child should not be in attendance. The Preschool staff does not administer or keep the following items: essential oils, breathing treatment medication/nebulizers, sunscreen, insect repellent.

Emergency medication (i.e., EPI-PEN; medication to control anaphylactic allergies; etc.) may be dispensed at school by office personnel following these guidelines:

- Allergy Action Plan & Permission for Medication Form is completed, signed by the parent and child's Physician, and on file in the office. These forms are available in the office.
- All medicine must be in its original container with child's name clearly noted on label and delivered to office for storage.
- All medicine must have clear instructions and dosing guidelines printed on the container label.

No medication is allowed to remain in the child's school bag or classroom.

Allergies

Please notify the school of any allergies your child might have. In the case of a severe, life-threatening allergy, a plan of action must be on file for your child. Please consult your physician to develop this plan. Students with severe allergies should bring their own snack for parties and on birthday celebration days.



Immunizations

Texas school and child-care facility immunization requirements are determined by the state legislature and set by the Texas Department of State Health Services, in conjunction with the Texas Education Agency.

A student shall show acceptable evidence of vaccination prior to entry, attendance, or transfer to a child-care facility or public or private elementary or secondary school in Texas.

Acceptable documentation of immunizations is any record of immunizations validated by a physician or his/her designee, or public health personnel. The record must show the month, day, and year when each immunization was received.

Lamb of God Preschool Ministry staff will follow guidelines for vaccine preventable diseases for adults.

Hearing and Vision

Health and Safety Code, Chapter 36 and 25 Texas Administrative Code Chapter 37 require Public, Private, Parochial, and Denominational Schools (Schools) and Department of Family and Protective Services (DFPS) Licensed Child Care Centers and Licensed Child Care Homes (Child Cares) to screen children for vision, hearing, and spinal problems. All 4-year-olds and older are required to provide documentation of hearing and vision screens prior to the first day of school.

General Information

Our Staff

Our teachers are loving, nurturing Christians who have a bachelor's degree in Education and/or experience in working with preschool age children. Each staff member participates in yearly ongoing training as set forth by the TDPRS including focusing on prevention, recognition, and reporting child abuse and neglect. All staff are required to have a current certification in CPR and First Aid.

What to Bring to Class?

Lamb of God Preschool Ministry will provide each new student with a school bag to be used for personal items and take-home papers. Please label your child's belongings with his name.

Students may bring Show and Tell items, as directed by the teacher.

All children should bring his/her own snack and lunch daily in a labeled container. Your child's teacher will inform you if there is a severe allergy in the class.

What Not to Bring

Please leave all toys and personal items at home. We do not want anyone to be disappointed if a favorite toy or keepsake gets lost or broken at school.

What to Wear

All children should wear comfortable clothing and shoes. Keep in mind the children will be doing physical activities and craft projects. Clothing that is easily slipped on and off is advantageous to preschoolers who use the restroom alone. Please see that all children have coats for playground time. We will go outside except under extreme conditions.

Quiet Time

Children who participate in a class that is more than 5 hours in length should have a short time of rest. A quiet time may be defined as listening to a short story, listening to peaceful music, and/or a quiet time to look at books.

Toileting Requirements

Students enrolled in the toddlers and 2's classes should bring a supply of diapers and wipes to remain in the classroom.

All children in the 3-year-old classes and older must have toilet mastery prior to the start of class. Toilet mastery means: Being able to tell us when they need to use the restroom, having control over bladder and bowel, not having daily accidents, not using pull ups, and being able to get clothes on/off/up/down with a minimum of assistance. Teachers will remind children to use the restroom and help with snaps and zippers. Please keep in mind that toileting accidents are expected on rare occasions. Frequent accident occurrences will result in re-evaluation of the child's placement.

Pets

Our licensing agency prohibits animals on school premises. In accordance with licensing regulations, we do not allow pets inside of the building, on or near the playgrounds, or near the building entrance areas. Please help us keep your children safe by keeping your pets at home.

Room Parents

Our Room Parents are an important part of each classroom. Your child's teacher may ask for a Lead Room Parent. This person will be responsible for coordinating any special events that the teacher may need help with throughout the school year. The Lead Room Parent can recruit other parents to assist with special projects and activities. This is an excellent opportunity for parents to become involved with their child's school activities and serves to demonstrate parent and teacher cooperation.

Family Room

A Family Room is available for parents to tend to the needs of their children privately. This room provides a quiet environment with seating and a diaper changing area.

Volunteers

We encourage parental involvement as much as possible. For the protection and security of our children, ALL Parents and volunteers should check in and out through the Preschool office.

The Parent Assistance League (PAL) is a volunteer group created to support the families, children, and school staff at Lamb of God Preschool Ministry. PAL provides special events; coordinates fundraising programs and organizes opportunities to recognize our teachers and staff. Resources and revenues help to enhance our facilities, curriculum, on-site teacher training for the staff, and contribute to the Preschool Ministry Scholarship Fund for families in need of assistance.

Serving as a volunteer is a great way to meet other parents, to show your appreciation for the staff and to help your child have a great year at school. We encourage you to join in the fun and wish you and your child a wonderful school year!

Program Quality

Throughout the school year, emails will be sent to each of our Preschool families asking simple questions regarding programming, staff, communication and so on. Your response to these questions is greatly appreciated and will assist us in the overall enhancement and continuous evaluation of our program. Additional suggestions are always welcome and will be considered by the Director and Board as deemed beneficial to Lamb of God Preschool Ministry.

Birthday Celebrations

Parents are welcome to provide a special snack on their child's birthday. Please speak with your child's teacher several days in advance so that appropriate arrangements can be made. Please keep snacks simple. DO NOT BRING DECORATIONS, CANDLES, BALLOONS, ETC. Party invitations may only be distributed by teachers at school if all students in the class are invited. Students with severe allergies should bring their own snack for birthday celebrations. Please consult with your teacher for more details.

School-Sponsored Parties/Events

Each class will have special parties throughout the school year as listed on the calendar. The parents are encouraged to attend, and siblings are invited as well. Siblings may not be left unattended and are the responsibility of the parent. The Room Parent coordinator for each class will coordinate parties with the teacher and other parents with the understanding that the teacher must approve all activities in advance. The parents will sign-up to bring the party items to share with the class. Games or activities that require children to aim or throw objects at another child are not permitted (i.e., Water balloons, snowballs, paper balls, squirt guns). Silly String may be used outdoors only, with prior approval from the Preschool Director, and the area must be raked and cleaned after use. Balloons are not permitted inside the building at any time. If a spill occurs that will cause staining, such as juice, coffee, soft drinks, etc., please immediately soak up as much liquid as possible and notify the Preschool office so that the stain can be treated quickly. Parties include Christmas, Valentine's, and End of the Year. Parties will take place during the last hour of class time on the assigned day according to the Preschool calendar. All Lamb of God Preschool Ministry children will participate in a Book Exchange at Christmas. Students with severe allergies should bring their own snack for parties. Please consult with your teacher for more details.



Communication

We encourage open and regular communication between home and school. Teachers and staff members make every effort to be available to parents. The Preschool Office is open Monday through Friday, 8:00am – 3:00pm. You may contact the Preschool Office and Director by phone (972-539-0055) or email (preschool@log.org).

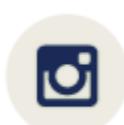
If you wish to speak with a teacher directly, please leave a message with the Preschool Office or utilize the teacher's Preschool email address. Teachers will respond as soon as possible, before or after class time. Teachers will not respond to messages during instruction time with students present. For security reasons, we do not allow teachers to communicate with parents via text messaging.

Teachers will provide a monthly calendar and newsletter outlining themes and upcoming events. In addition, a weekly plan will be posted on the message board outside of your child's classroom.

A weekly School News Folder will be sent home with each student. Please remove all correspondence and return to your child's teacher on the next school day.



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