



Mission

The mission of Christ Church Episcopal Preschool is to provide a quality preschool education in a structured Christian environment that meets the intellectual, physical, social, emotional, and spiritual needs of each child who attends our school.

Educational Philosophy

CCEP promotes the skills and competencies needed for optimum success in learning and development for young children. We embrace the educational philosophy of Jean Piaget who maintained that intellectual learning progresses in different stages in a child's development. For this reason, every aspect of CCEP's curriculum incorporates developmentally appropriate, multi-sensory learning methods that encourage high academic standards and foster creativity.

CCEP also believes that the nurturing of healthy social development in children begins with providing a safe and loving environment for them to grow and learn. Such secure environments produce a trusting personality that contributes to the social foundation necessary for becoming a responsible and a contributing member of society. We also believe that integral to child development is spiritual growth. We are committed to teaching children about the Christian faith. As important members of the Christ Church community, we invite you to come and worship here on Sunday mornings.

Christ Church Episcopal Preschool

Parent Handbook

**10 North Church Street
Greenville, SC 29601
(864) 233-7612
(864) 235-9412 FAX**

www.christchurchpreschool.org

Welcome

Welcome to Christ Church Episcopal Preschool! We are so excited to have your child in our community of love and learning. It is our goal at CCEP to assist you in your important role of developing your child's strengths and character as they grow and learn during their impressionable preschool years.

Parents' Role

Parents play a vital role at CCEP through volunteering and classroom involvement. You are encouraged to join the Parents' Panel Organization (PPO) where we hope you will meet other parents and find a way for your entire family to be involved and participate in your child's school life.

Enrollment/ Waiting List

Enrollment for the fall begins in January for the upcoming school year, and currently enrolled children are given first opportunity for space. Remaining spaces are filled from our waiting list. September 1st is the birthday cut-off date used to decide for which class a child is eligible. Children are enrolled into CCEP by priority order following the protocol as listed:

Admission Priority

1. Students currently enrolled at CCEP.
2. Children of: CCEP staff and Christ Church staff .
3. Siblings of students currently enrolled at CCEP
4. Children of CCES staff members who are also Christ Church members.
5. Children of Christ Church members in good standing
6. Siblings of CCEP Alumni.
7. Children of CCEP staff, non-Christ Church members.
8. General public.

The process continues until all vacancies are filled. A \$200 nonrefundable registration fee per child is required at that time.

Christ Church Episcopal Preschool does not discriminate on the basis of race/ethnicity, color, national origin, or gender, in the administration of its educational programs or admissions policies.

Tuition Monthly Bank Drafts Pre-Paid Tuition Option

Tuition statements are emailed to parents monthly, no later than the 5th of each month. An automatic bank draft will follow on the 15th of each month. The monthly statement will include current month's tuition, early/late stay charges from the previous month (if applicable), and any elective incidentals such as lunches, field trips, etc. Bank draft is the only form of payment allowed by CCEP, and all families must have bank draft information on file.

Tuition may be paid in full at the start of the school year for a discount. Current rates and policies are detailed in the CCEP Financial Policy and Payment Agreement document, which is signed by all families at the beginning of the school year.

Early & Late Stay Care Hours Cost

CCEP offers early and late stay from 7:30am – 5:30pm daily. Families may register children on a scheduled basis, or may call/email for drop-in care when available. Cost is \$5.00 per hour per child, and you are charged only for the time actually used. ***You must check your child in and out using our Procure system if your child arrives before 8:45am and leaves after 1:00pm. If your child is present for early or late stay and you have not checked them in or out, the default times of 7:30am and 5:30pm will be used for billing.***

Billing

All early/late stay charges will be added to your child's invoice the month *after* they occur. For example, your child's August Early/Late stay charges will appear on your September invoice. If your child participates in early/late stay, there will be a final bill in June, reflecting May charges.

Late Pick Up

Late pick-ups will be billed at \$1/minute per child for every minute after 5:30 p.m. Repeated late pick ups will result in termination from the program. Parents arriving after the designated closing time will be required to sign out their children in the Procure system.

Illness/ Medication

Temporary Care of Ill Children

When to keep children at home

When it is safe to return to school

Lice

Immunizations

Medication

Health Inspections

The classroom staff will notify the director each time a child becomes ill while in attendance. When children are found to be ill at school, their parents will be called, and they will be cared for in the director's office or assistant director's office until they are picked up. When a parent cannot be reached, the staff will call emergency contacts. Upon pickup, the parent will be given a completed Illness Notification form describing the nature of the illness and policies indicating when the child may return to school. This form is to be accompanied with a verbal explanation of the child's condition while at school.

Parents may not bring a sick child to school. A child who develops any of the following symptoms at school must be isolated and the parent notified and asked to pick up the child within the hour: Fever of 100.4° F or higher taken temporally, Diarrhea (two or more than one abnormally loose stool per day), Vomiting/Nausea, Severe cough, Severe rashes, Stiff neck and headache with one or more of the symptoms listed above, Difficulty breathing or wheezing, Complaints of severe pain, Pink eye/conjunctivitis (as indicated by red eyes, watery eyes, and mucus in eyes), Unable to participate in normal classroom/playground activities with typical behavior.

When medication is given to ease symptoms (such as fever or upset stomach) the child is still contagious and may not be at school.

Your child may be readmitted to CCEP when some or all of the conditions below are met, depending on the illness: 1) Child is visibly free from communicable disease/illness, fever free for **24 hours** without the aid of medication and free of vomiting/diarrhea for **24 hours** while on a normal diet. 2) A physician's note is given, stating that the child is free from communicable disease and that returning poses no risk to the child himself/herself or to others. 3) Child has received at least 24 hours dosage of prescribed antibiotic/medication and is visibly free from symptoms of communicable disease/illness. 4) He/she exhibits normal behavior and activity level, as determined by classroom teachers.

In the event of a lice outbreak, parents are notified immediately. The child is sent home, treated, and then rechecked before they are allowed to return to school. If the parents find an outbreak at home, please notify the school as soon as possible so we can check for it.

We require that all immunization records be turned in at the time of enrollment and be kept up to date thereafter. Each time your child is immunized, you need to update your school records. State law mandates that any child who does not have current immunizations be excluded from the school until they are up to date.

A CCEP administrator will administer medication to a child with written permission, describing the dosage and frequency. Medication and permission need to be sent on a daily basis. All medication must be in its original container. When a student requires the administration of medication, it remains locked and inaccessible to the students. In addition, all expiration dates are checked prior to dispensing medication. NO INITIAL dosages of medication will be administered by CCEP and instructions must be consistent with medication labeling.

To preserve the health and wellness of the entire preschool population, teachers will make daily informal visual inspections of every child as they enter the classroom. In particular, teachers will look for physical signs of child abuse, illness, and body infestations and take necessary standard precautions based on the individual observations.

Severe Allergies

Most people view allergies as an inconvenience; something that causes a runny nose, itchy eyes, and perhaps some sneezing. However, for those with life threatening food allergies, allergies are a serious matter. The number of severe allergies in young children is on the rise. The severity can be such that allergies can lead to death if not treated immediately. The most common foods to cause reactions are nuts, peanuts, milk, wheat, soy, and shellfish.

Teacher Responsibility

At CCEP we want to provide a safe, healthy environment for all children, including those with severe allergies. To accomplish this, the staff at CCEP has been trained to recognize the signs and symptoms of a severe allergic reaction, to read labels carefully for allergens, to prevent cross-contamination by hand washing and sanitizing the classroom, and to administer epinephrine if necessary. In addition all teachers are trained in infant, child, and adult CPR and first aid.

Parent Responsibility

CCEP would like to ask for parents' support in our efforts to protect those students with life-threatening allergies. Be aware of the severity of the issue; talk to your child about not sharing snacks, lunch, or utensils at school; remind your child about washing his/her hands before and after eating; talk to your child's teacher about classroom allergies before sending special snacks.

Allergy Action Plan

If your child has a serious health condition or allergy, please make sure that his/her teachers and the office are made aware of both the allergy and your child's SPECIFIC reaction to diagnosed allergens. Every child with serious allergies MUST have an ALLERGY ACTION PLAN on file in the CCEP office. These plans will be posted on the refrigerator in each classroom in order to provide immediate access to life-saving information regarding individual student allergies. To ensure further protection to all students with serious allergies, RED allergy-alert stickers will be affixed to student bags clearly indicating necessary information to any adult in the school at any time, regardless of student location in the building. If your child has an allergy alert sticker, please do not remove it from his/her bag and notify the office IMMEDIATELY if you require a new sticker.

Alert Stickers

Infant, Toddler & K2 Policy

Our allergy policy at CCEP varies according to the age of the students in each class. The policy in place for Infants, Toddlers and Twos stipulates that if a child in any of these classrooms has a diagnosed severe allergy to foods including dairy, peanuts, etc. the room will be free of these foods. In order to protect the children in these classes, specific allergens will be banned and parents will not be permitted to send the specified foods in lunch boxes. "Banned" foods WILL NOT be served during lunch or snack times. Such vigilance is necessary with these age groups to prevent cross contamination and accidental contact with certain foods.

K3-K5 Policy

The allergy policy in our K3-K5 classes stipulates that where food allergies are present, food items containing the specific allergens WILL be permitted in lunch boxes but will not be served as snacks by CCEP staff members. During lunch, teachers will supervise students and when possible, seat children with food allergies away from those who have allergen products in their lunch. Sharing of lunches will not be permitted. Hand-washing and sanitizing tables and work areas will occur regularly.

Special Needs

CCEP does not have special education teachers on staff. If your child has special needs, please contact the director for a confidential discussion regarding placement for your child. Children with special needs will be accommodated where possible based on the discretion of the director. A probationary enrollment may be offered (for up to 6 weeks), based on the discretion of the director, to adequately assess a child's needs.

At CCEP, we believe discipline can be a positive experience for children to help them learn self-control. Disciplinary techniques used are: praise for the accomplishments and cooperation of the child; active listening where teachers try to help the child identify his/her feelings so he/she can begin to solve his/her own problems; modification of the environment to encourage or discourage certain behavior; positive reinforcement of desired behavior; ignoring of some behavior on purpose with the intent that the behavior will not be repeated; substitution of an inappropriate activity with an acceptable form of the same activity; intervention at the proper time through shaking of the head "no," stopping in mid-sentence, clearing throat, etc. in order to let the child know that their behavior should be changed, halted or redirected; avoidance of power struggles between teacher and student; enforcement of consequences for certain behaviors in order for a child to learn responsibility for his/her actions.

Time-out will be used whenever a child needs to be separated from a situation. A child will be asked to stay seated until he/she can regain control - usually one minute for each year of their age. Privileges such as outside play, center play and center time may be revoked if other methods fail to get a situation under control.

** No child shall be subjected to any form of corporal punishment, handled roughly or confined in any way. Children may be restrained if they are a direct threat to themselves or others.

**Discipline shall never be delegated to another child.

**Discipline shall never be exercised for a child not eating, not sleeping during rest time, or for a lapse in potty training.

**Food shall not be used to control behavior.

Parents will be notified when these methods are not adequate to keep a child under control and will be expected to work with our staff to correct the situation in the best interest of the child and still maintain an orderly and loving class. The following will occur when notifying parents does not solve the problem:

(1) Conference between parents, teachers and director. (2) Suspension from program for a reasonable amount of time. (3) Parents will be requested to seek professional help for the child. (4) A written status report must be sent to the Preschool Director. (5) If all of the above has failed, the school will have no alternative but to dismiss the child from the program. In the event of permanent suspension, all tuition and fees will not accrue beyond the effective date of withdrawal.

Word Play, LLC. partners with CCEP to provide on-site speech and occupational therapy services. These services are provided at CCEP during school hours or immediately after school. It is a company of licensed and certified speech and language pathologists and occupational therapists. Research indicates that speech and language development and occupational therapy-related skills strongly correlate with academic success. Therefore, the earlier deficits are identified and addressed, the better a child can reach their full academic potential. To identify deficits as soon as possible Word Play offers FREE on-site screenings, beginning at 16 months if there are concerns about the child's development. Screenings will be completed using a formal screening test as well as informal assessments. Screenings will be conducted at CCEP during school hours. Your child may receive a speech/language screening, occupational therapy screening, or both. If you are interested in a screening, formal evaluation or treatment for your child, the director will help you schedule it.

Discipline Policy Techniques

Time Out

Corporal Punishment
Policy

Steps taken for
Disciplinary Action

Therapy

Word Play, LLC.
Speech
Occupational Therapy

www.wordplaykids.com
(864) 313-1219

Biting is a natural developmental stage that many children experience during the early childhood years. It is usually a temporary condition that is most common between thirteen and twenty-four months of age.

Toddlers bite other toddlers for many different reasons. A child might be teething or overly tired and frustrated. He or she might be experimenting or trying to get the attention of the teacher or peers. Toddlers have poor verbal skills and are impulsive without a well-developed system of self-control. Sometimes biting occurs for no apparent reason. The teachers at CCEP will always encourage the children to "use their words" if they become angry or frustrated. Additionally, staff members will maintain a close and constant supervision of the children at all times, particularly those who have demonstrated a predisposition for biting.

The following steps will be taken if a biting incident occurs:

1. Parents of both children will be notified of the biting incident.
2. Appropriate forms will be completed. (Incident/Biting Report).
3. Confidentiality of all children involved will be maintained.
4. If a child has repeated biting incidents and does not respond to age-appropriate interventions, a conference will be held with the parents to develop a written plan of action.
5. If an occurrence of biting happens more than three times in one day, the parent will be called to pick-up the child from school. The child may return the following academic day.
6. If it is deemed in the best interest of the school and the other children in the class, a child may be terminated from CCEP for the duration of the biting stage. Written and verbal warning will be provided to the parents prior to this action being taken.

Classes begin at 9:00 a.m. Drop off time is from 8:45 a.m. until 9:00 a.m. Being on time starts the day right for both the child and the class. When children have a predictable routine at school, it is easier on everyone.

Infants/Toddlers and Early/Late stay parents will need to park and walk their children in and out of the building, using the crosswalk. (This will occur intermittently between 7:30 and 5:30 p.m.) **K2, K3, K4, and K5** children will use carpool. We have found that children make smoother transitions when they separate from their parent at carpool. Carpool pickup is also used for this age group in the afternoon at 1:00 p.m. and 2:30 p.m.

Drop-off Procedure (8:45-9:00a.m.)

Cars will queue from Broadus Avenue down the hill past the ASC and into the curve. Parents/staff members will be stationed at the wrought iron entrance gate down to the end of the playground. They will walk the children into the building where staff will be waiting to direct them into their classrooms.

Pick-up procedures (1:00-1:15 and 2:30-2:40)

Students will be dismissed to the area around the fountain where they will wait to be picked up. The cars will queue from Broadus, and an administrator will radio the names of parents proceeding through the line.

Procedures for Severely Inclement Weather Students will be dropped off and picked up in the covered circular drive off Washington by McCall Parlor. Cars will still queue from Broadus, through the curve and onto Washington, into the covered, circular portico. Children will wait in McCall. Cars will only be permitted to turn right out of the portico.

There are several traffic safety issues concerning carpool, especially the one at 1:00 p.m. First, please enter the carpool line from Broadus Ave. *only*. Do **not** enter from Washington Street, as this causes traffic to backup on Washington. Second, **please do not** park in the circle next to the Preschool during carpool hours-park in the lot. For children's safety, please put your car in park and do not talk on your cell phone during pick-up and drop-off time.

Disciplinary Action

Arrival/Departure
Procedure

Carpool Drop off

Carpool Pick up

Inclement Weather

Parking/Safety Concerns

Security

Whenever there is a change in who picks up your child, please send a note or call the Preschool. Picture identification may be requested from the individual picking up the child. Otherwise, we will need to call the parents directly before the child is released. Parents and legal guardians are permitted access to CCEP and their child's classroom during all hours of operation. Each family at CCEP is given one key fob for entry into the front or back doors of the preschool. Additional key fobs can be requested for \$5.00 per fob. If a fob is lost, please notify CCEP.

Transportation

CCEP only transports children in K3-K5 for school field trips. We use the church buses which meet safety requirements. When a class is planning a field trip, parents will be given permission slips with detailed information. Only children with parent permission will be transported.

Clothing

Play clothes
Change of clothes
Security items

School clothing should be appropriate for outdoor play, as well as activities such as painting. Smocks are provided in each classroom. Provide the child's teacher with a change of clothing in case of accidents. All items must be labeled with the child's name. School clothing should provide ease for children at bathroom time. Security items, such as blankets, are left in the cubbies until naptime, except in special cases in the infants, toddlers and twos rooms.

Toilet Training Age Requirements

The Two-Year class concentrates on toilet training. It is very important that teachers and parents work together, and that parents reinforce (in the evenings and on weekends) the work of the teachers. Reinforcement at both home and school plays a vital role for the child in learning any new skill. We ask that parents do not begin sending their child in underwear until they have been working with the child at home for several weeks and they are having some success. We further ask that once children begin to wear underwear and pull-ups, they do not switch back to diapers, as it causes confusion for the child.

Children should complete toilet training before entering the Three-Year Preschool class as there are no diaper changing facilities in the K3 classrooms. Due to regulatory guidelines, children NOT potty trained will not be permitted in K3 classes. CCEP is not responsible for enrollment fees or tuition forfeited as a result of Potty Training delays.

Birthday Snacks and BALLOON POLICY

Special snacks are encouraged on birthdays; alert the child's teacher prior to bringing a birthday snack. Please consider classroom allergies when sending special snacks to the class. We are a Live Well early childhood site and we do encourage healthy choices as much as possible. If bringing something sweet for your child's birthday, please consider a small portion size.

Note: Balloons of any kind are not permitted at school.

Accidents/Incidents

Occasionally a child will become injured at school due to a fall or bump. When this occurs, parents receive a written Accident Report regarding the accident and the first aid treatment given. An Incident/Accident Report will be completed for each child involved in a behavior-related incident or injury. If, in the opinion of the Preschool Administration staff and the child's teacher, behavior is contributing to incident or injury of other students, parents will be notified. If a child receives medical attention for an injury that occurred at school, please notify the CCEP Director. The CCEP staff will notify you immediately if a serious incident or accident occurs while your child is in our care.

Breakfast is not served at CCEP and must be eaten before arrival at school. The school does not provide lunch, but CCEP does offer lunches for sale each day. If you do not opt to purchase the school lunch, then lunch must be brought from home. There is little provision for refrigerating or microwaving food, so we request that you send items that do not need to be kept cold or hot, when possible. Because proper nutrition is critical for preschool children, parents are encouraged to send a balanced lunch that includes fruits, vegetables, grains, and proteins as recommended in USDA guidelines. More information specific to preschool-aged children can be found at www.kidshealth.org.

CCEP provides a daily healthy snack for all children. Snacks consist of items such as fresh fruit, fresh vegetables, yogurt, cheese, whole grain crackers, hummus, etc. Food items are accompanied by 5 ounces of water. Snack time varies from class to class, depending on the classroom daily schedule. A monthly snack menu is sent to parents via email and is also posted throughout the school.

In accordance with DSS guidelines, **ALL** baby formula, breast milk, and juice **MUST** come to school in prepared bottles or sippy cups. Teachers are **NOT** permitted to mix formula or prepare bottles. All bottle pieces including nipples, lids, etc. **MUST** be labeled with the child's first and last name.

During inclement weather, CCEP will notify WYFF Channel 4 about closings, delays, or early dismissals. Emails and text messages will also be sent when possible. *CCEP follows the Greenville County School system for all closings and delays.* Tuition is **NOT** reimbursed for days lost due to weather conditions. CCEP does not follow Greenville County Schools make-up day policies. CCEP will be open on scheduled Greenville County make-up days.

At the beginning of each school year, parents will be asked to fill out a photo release form for your child. The release is used to gain parent permission for the purposes of promoting services at Christ Church and Christ Church Episcopal Preschool only. Names of students or personal information will not be used.

If you experience a problem at CCEP, direct communication with the director through phone, email or personal visit is the first step to resolving the conflict. If resolution is not reached with the director, parents should contact the Chair of the Board. If a resolution still cannot be made, the final course of action would be to contact the Rector of Christ Church. The contact information for these individuals is included in the Parent Handbook.

Meals/Snacks

Breakfast
Lunch

Daily snack

Baby Formula/Feeding

Inclement Weather

Photo Release

Complaint Procedure

Communication

CCEP encourages open communication between parents and staff. We appreciate the confidence you place in us for the care of your child. We want you to feel well-informed about all aspects of your child's experience at the preschool. We especially want you to feel comfortable contacting us with any concerns.

The administration communicates through the CCEP website, the parent handbook, regularly scheduled email, monthly newsletters, event notices, and meetings. Teachers communicate weekly through a classroom highlighter that is sent home in the child's bag or emailed.

Teachers are available for questions and concerns by appointment, email, and phone calls. Teachers also hold two conferences per year, and are available for additional conferences as requested. Teachers will contact parents regarding a conference schedule for spring and fall.

Printed parent resources are available in the teacher workroom and can be checked out by parents at any time. These include books, pamphlets, and information regarding local community resources for families and young children.

Text Messaging

Teachers are NOT permitted to use cellular phones to send text messages during the day. Please do not text or call the teachers on their cell phones. Each classroom is equipped with a telephone and teachers have constant access to email. If you have an immediate need to reach your child's teacher, please call 233-7612 and we will connect you.

Emergency Communication

In the event of an emergency, we will contact you at the numbers and email addresses you have provided us. Please ensure we have current contact information on file. In the event of a school-wide emergency, information will be posted on our website, emails and text messages will be sent, and phone calls will be made as necessary.

Off-Site Relocation

Should it be necessary to relocate off-site, students will be transported via church vans to Sonshine Learning Center at 1201 Haywood Rd, Greenville, SC, 29607. Parents will be notified of the relocation efforts via phone, email, website, and/or text message.

Additional Communication

Confidentiality

Should an incident occur that affects many of our students, the CCEP staff will make every effort to communicate with the parents involved in a timely, professional manner. Occasionally a situation will arise where we are unable to share specific details with our families, to protect the confidentiality of the parties involved. However, general information intended to keep parents advised will be a priority. If you have any questions or concerns about information you hear, either formally or informally, please contact the director.

Termination of Service

By CCEP

CCEP may terminate services under any of the following conditions: 1) the child's account is 60 days past due; 2) CCEP cannot appropriately provide for the child; 3) continual negligence by parents of policies and procedures; 4) child becomes chronically unmanageable and cannot participate effectively in classroom activities, or interferes with the participation of other children, and teachers conclude that it is in the best interest of the class.

By Parents

Parents may withdraw a child from the program with advance written notice to the director. CCEP is always interested in knowing the reason a child leaves the program; parents may be contacted by the director for feedback.

Refunds

If a child must leave our program, refunds will be prorated based on the days the student attends.

CCEP's curriculum addresses every area of the preschool child-language development, emotional development, phonics, literature, math, science, art, music, gross & fine motor skills, social interactions, and spiritual development. Instruction and methods vary from level to level, developmentally appropriate for each age. We believe a structured environment that combines teacher directed learning with free choice/center/play time works best to help each child reach their individual potential.

Our regular curriculum is enriched by weekly lessons in Music, Christian Education, Spanish, and PE (K2-K5). K2-K5 children attend a weekly chapel service on Mondays at 9:30 a.m. geared especially for preschoolers while Toddlers attend a special chapel service developed for their age group. Parents are invited to join their child for chapel anytime.

We offer many exciting after school opportunities for children age K2-K5 in our Busy Bees program. CCEP teachers offer specialty classes that change each semester and can include cooking, science, art, sign language, ballet, music, and more! In addition, non-CCEP staff teachers such as Downtown Martial Arts, Happy Feet, Tumblebus and more come to CCEP to teach Kung Fu, computers, art, soccer, etc... Look for our Busy Bees brochures that will be published in the fall, spring and summer.

Infants & Young Toddlers

Dramatic Play-rattles; pretend play; dolls; stuffed animals; puppets; dress-up
Sensory/Art-sand, flour, water, paint play; tactile exploration with textures; filling/dumping
Curiosity-peek-a-boo; mirror play; smells; mobiles; sorting; block play
Music-songs; musical instruments
Literacy-books; teacher talk (vocabulary); rhymes; fingerplays; picture files
Movement-pat-a-cake; dump and load; activity gym; reaching/grasping; outdoor play/walks

Toddlers

Dramatic Play-dress up, mirror play, puppets, dolls, stuffed animals, props (shopping carts, etc.)
Sensory/Art-paint, murals, crayons, sand play, stickers, sponges, shaving cream, chalk, play dough
Curiosity-problem-solving, sounds, lacing, "feely" box, puzzles
Construction-blocks, manipulatives
Literacy-stories, making books, flannel stories, word games, pictures/labels, narration, teacher talk
Music-songs, musical instruments, fingerplays, noise makers, rattles, dancing/clapping
Movement-jumping, climbing, outdoor play, riding toys, ball play, digging

K2

-free play and exploration in our learning centers
-language development/listening skills through stories, fingerplays, songs, rhymes
-math skills including shapes, colors, counting, concept of sets
-alphabet using thematic units, integrating art, music, movement, circle activities
-weekly social studies and science lessons
-spiritual development through Christian Education
-social skills and independence fostered
-(with gentle encouragement) potty training
-fine and gross motor skills through play, manipulatives, music/movement, building, art

Curriculum

Related Arts
Music
Christian Education
PE
Spanish

Busy Bees

After School Activities

Curriculum Highlights

Infants

Toddlers

K2

Curriculum Highlights (continued)

K3

K3

- encourage a love of books and develop emergent reading skills through children's literature
- language development through discussions, questioning, flannel stories, finger plays, songs, nursery rhymes
- phonics-letter recognition and introduce beginning sounds
- foundational math skills-counting to 15, making sets to 10, recognizing numbers to 10, recognizing patterns, graphing, and sorting
- science experiments
- fine and gross motor skills through indoor and outdoor play, direct instruction, manipulatives
- writing-tracing letters and shapes working toward writing name independently
- social skills-resolving conflict, working successfully in groups, working independently
- creativity encouraged
- spiritual development through Christian Education, weekly chapel, daily devotions, blessings, and Bible stories

K4

K4

- Letter People® curriculum, including phonics, recognizing letters, beginning sounds
- speaking and listening skills developed through discussions, questioning, children's literature, finger plays, songs, and rhymes
- writing-first names, and working toward writing last names, numbers, emphasizing correct formation of D'Nealian alphabet
- fine motor skills with writing, cutting, pasting, building, drawing, painting, manipulative play
- gross motor skills through indoor and outdoor play, direct instruction
- exciting field trips
- social skills honed such as resolving conflict, working successfully in groups, working independently
- creativity encouraged
- spiritual development through Christian Education, weekly chapel, daily devotions, blessings, and Bible stories

K5

K5

- Building Blocks™ curriculum-a systematic, multilevel approach to language arts where everyday children are read *to*, read *with* using predictable Big Books, and given opportunities to read or pretend read *by themselves*.
- Emergent reading taught through children's names, quality children's literature, a print-rich environment, songs, nursery rhymes and learning centers
- Writing- Building Blocks™ develops skills through writing *for* children (modeling) and writing *with* children (shared writing and predictable charts).
- Everyday Mathematics® curriculum which offers repeated exposure to the following strands of mathematics: Numeration, Measurement, Geometry, Operations, Patterns & Functions, Money, Clocks & Calendars, and Data & Chance.
- science and social studies integrated with language arts and mathematics
- social skills-modeling and practicing conflict resolution, self control, listening attentively, working successfully in groups
- good work habits-putting forth best effort, staying on task, participating in classroom activities
- spiritual development through Christian Education, weekly chapel, daily devotions, blessings, Bible stories and community service projects.

For Our Students

- To Develop Independence in Self-Help Skills
- To Develop Skills in Independent Thinking and Problem Solving
- To Develop Skills in Reading: Starting with phonics in the Two Year Program to Independent Reading in the Five Year Program
- To Develop Math Skills: In all strands of mathematics- Numeration, Measurement, Geometry, Operations, Patterns & Functions, Money, Clocks & Calendars, and Data & Chance
- To Develop Science Skills Such as Predicting and Measuring
- To Develop Writing Skills Using the D'Nealian Alphabet
- To Develop Social Skills and Learn an Appreciation For Manners
- To Engage in Experiences in the Fine Arts: Art, Music, Languages, etc.
- To Develop Respect for Self, Other People, God and the Environment
- To Learn the Christian Faith
- To Develop the Skills Necessary to Succeed in CCES Primer or Public First Grade
- To Develop an Appreciation for Learning for its own sake

For our Staff, Administration, and Board

- To meet or exceed SC DSS licensing requirements at all times.
- To create a learning and work environment that is loving and Christian.
- To strive for excellence in all that we do.
- To be family friendly in all that we do.
- To maintain full enrollment throughout the year.
- To maintain our nationally accredited status.
- Make building security and maintenance a priority.
- Create a culture of openness and good communication.
- Practice fiscal responsibility in all we undertake.

CCEP Goals

Notes