



Parent Handbook

Mission Statement

Friendship Little Lions Preschool (hereinafter "FLL") is a ministry of Friendship Assembly of God. Friendship Little Lions Preschool is a ministry of Friendship Assembly of God. FLL seeks to minister to all individuals and families. All training is from a biblically centered philosophy and viewpoint. We expect all individuals to participate in various devotions and Chapel services throughout the year.

Friendship Little Lions Preschool
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Victoria, MS. 38679

Phone: 662-838-4000

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*Office hours 7:30 am till 3:30 pm Monday through Friday after 3:30 pm
During after hours of operation you may contact Director Stephanie Osteen on
Remind.com*

Welcome to FLL Preschool	2
FACILITY POLICY AND PROCEDURES	2
PARENTAL INFORMATION:	2
PHILOSOPHY AND PURPOSE:	2
THE CHILD CARE FACILITY'S PURPOSE, SCOPE OF SERVICE PROVIDED, PHILOSOPHY, AND ANY RELIGIOUS AFFILIATION	2
CONTACT INFORMATION	4
FLL CHAIN OF COMMAND:	4
ORGANIZATION CHART OR OTHER DESCRIPTION OF ESTABLISHED LINES OF AUTHORITY OF PERSONS RESPONSIBLE FOR THE CHILD CARE FACILITIES MANAGEMENT WITHIN THE ORGANIZATION	4
THE PROGRAM AND SERVICES PROVIDED AND THE AGES OF CHILDREN ACCEPTED	4
THE HOURS AND DAYS OF OPERATION AND HOLIDAYS OR OTHER TIMES CLOSED	5
THE PROCEDURES FOR ADMISSION AND REGISTRATION OF CHILDREN	5
TUITION, PLANS FOR PAYMENT, AND POLICIES REGARDING DELINQUENT PAYMENTS.....	6
INSURANCE COVERAGE.....	7
REASONS/CIRCUMSTANCES AND PROCEDURES FOR REMOVAL OF CHILDREN FROM ROLLS WHEN PARENTS ARE REQUESTED BY FACILITY STAFF TO REMOVE A CHILD	7
PROCEDURES TO INCLUDE THE AMOUNT OF NOTICE A PARENT IS REQUIRED TO GIVE THE FACILITY BEFORE REMOVING A CHILD	8
POLICY GOVERNING THE MAXIMUM HOURS PER DAY OR WEEK THAT A CHILD CAN BE LEFT AT THE CHILD CARE FACILITY.....	8
ARRIVAL AND DEPARTURE PROCEDURES FOR CHILDREN	8
PROGRAM AND ACTIVITIES INFORMATION.....	9
HEALTH AND EMERGENCY PROCEDURES	14
STATE REGULATIONS	18
SMOKING, TOBACCO PRODUCTS, AND PROHIBITED SUBSTANCES	19
BUILDING SECURITY AND PARENTAL ACCESS	19
CHANGES IN FACILITY OPERATIONS	19
NOTICE OF LEGAL ACTION	19
<i>POSTING OF INFORMATION</i>	19
WEAPONS PROHIBITED.....	20
CENTER BOARD MEMBERS	27

Welcome to F

Little Lions Preschool

We are delighted that you have chosen our center to provide for the needs of your child. You and your family are encouraged to visit our center prior to the first day of enrollment to give our attendants, and your child, an opportunity to meet and become better acquainted. It will make separating on the first day a bit easier.

The Parent Handbook has been written to describe our program, philosophy, policies, and all the practical details that go into making each day as happy and successful as possible. Please carefully read this handbook and keep it for future reference. The staff at Friendship Little Lions Preschool would be glad to address any of your questions or concerns. Once again, welcome!

FACILITY POLICY AND PROCEDURES

PARENTAL INFORMATION:

The following policies have been formulated to provide for the maintenance of good order, discipline, and decorum which will safeguard the reputation of the children and supporters. Adherence to these standards while enrolled and participating in center activities is mandatory, and enrollment will constitute agreement to abide.

PHILOSOPHY AND PURPOSE:

THE CHILD CARE FACILITY'S PURPOSE, SCOPE OF SERVICE PROVIDED, PHILOSOPHY, AND ANY RELIGIOUS AFFILIATION

Friendship Little Lions Preschool is a church sponsored preschool which exists to provide a Biblically integrated, healthy environment through which individuals may come to a personal commitment to Christ, resulting in Godly character and values.

We believe that learning combines elements of spiritual, intellectual, social and physical development which prepares the individuals to live a productive life. Our values are rooted in a traditional learning process based on traditional values. We believe that all truth is God's truth.

The goals of this preschool are not to reform, but to train young people in a safe Christian environment. FLL stands without apology for the Full Gospel and the highest standards of morality and Christian behavior.

FCA is established on these Biblical principles and uses the Bible as a standard of conduct in business. FCA is determined to use the authority of the Holy Scripture as the foundation of all practices.

Accreditation:

FCA holds dual accreditation. It is fully accredited by the Assemblies of God Association of Christian Teachers and Schools (ACTS), Cognia, National Council of Private Schools Association (NCPSA) and its affiliates.

FCA Standards:

FCA has been working with families in our community and surrounding areas for over a decade. The need for a high quality, structured environment for children, is necessary for the well development of our children.

We set our standards high and we will maintain them without compromise. The Lord honors those who will honor Him and this is a standard practice at FCA. This is what we are built upon.

Our policy is strictly enforced. The rules and guidelines are in place to encourage leadership qualities in life as well as in their spiritual walk.

We believe in the integrity of our attendants and staff that make up the wonderful team at FCA. We also firmly believe that the Lord has called this Christian preschool into existence and will follow His mandate providing an excellent foundation and spiritual experience for all individuals for many years to come.

Partnering with parents to lead children to Jesus Christ, building their faith, and equipping them to serve Christ according to their abilities, we share in the responsibilities of our future generation of leaders. With that, we feel we offer the best in training.

STATEMENT OF FAITH

- A. We believe the Bible to be the inspired and only infallible authoritative word of God. (II Timothy 3:16)
- B. We believe that there is only one God, eternally existent in three persons: Father, Son, and Holy Spirit. (I John 5:4-6)
- C. We believe in the deity of our Lord Jesus Christ, in His virgin Birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. (I Corinthians 15:3; I Peter 2:21-24; and John 3:16)
- D. We believe that for salvation of lost and sinful man, a born again experience is essential to be saved. (Romans 3:21-30; Gal. 4:4-7)
- E. We believe that the full consummation of the baptism of believers in the Holy Ghost is evidenced by the initial physical sign of speaking in tongues as the Spirit gives utterance, and by the subsequent manifestation of Spiritual power in public testimony and service. A gift for believers after salvation by simply asking and receiving. (Acts 2:4; Acts 10:44-46; Acts 19:2,6; Acts 1:8; Acts 2:42-43; Matthew 3:11; Gal 5:22-26)
- F. We believe in the resurrection of both the saved, and the lost, that they are saved to the resurrection of Life, they that are lost to the resurrection of damnation. (John 5:24, 28, 29)
- G. We believe that deliverance from sickness is provided for in the atonement and is the privilege of all believers. (Isaiah 53:4; Matt. 8:16; Mark 16:18; Rev. 21:20; I John 14:3)

VISION STATEMENT

FCA shall provide quality services and minister to the families in Marshall County, Mississippi.

Basic Information:

The following policies have been formulated to provide for the maintenance of good order, discipline, and decorum which will safeguard the reputation of the children and supporters. Adherence to these standards while enrolled and participating in center activities is mandatory, and enrollment will constitute agreement to abide.

CONTACT INFORMATION

Name(s), business phone number, business address, and home phone number of the operator, director or an individual in authority who can be reached after the facility's normal hours of operation.

FCA Little Lions Preschool - 184 Friendship Rd. / PO Box 104 - Victoria, MS. – 38679 - Phone: 662-838-4000 - Fax: 662-838-4001 during after hours of operation you may contact Director Stephanie Osteen on Remind.com your invite was /will be sent after enrollment is complete.

FCA CHAIN OF COMMAND:

ORGANIZATION CHART OR OTHER DESCRIPTION OF ESTABLISHED LINES OF AUTHORITY OF PERSONS RESPONSIBLE FOR THE CHILD CARE FACILITIES MANAGEMENT WITHIN THE ORGANIZATION

Pastor Virgil Scherff – Superintendant
Stephanie Osteen – Head Director / Administrator
Laura Lott – Caregiver
Crystal Arno – Administration Secretary / Office Staff
Wesley Smithey – Board Member
Alan Rentz – Board Member
Scotty Cothorn – Board Member
Richard Woods – Board Member

THE PROGRAM AND SERVICES PROVIDED AND THE AGES OF CHILDREN ACCEPTED

FCA Little Lions Preschool is a child care center developed to meet the needs of the community and surrounding area to provide a Christian child care center for families with children ages 6 weeks to 2 years of age. This service is available from 7 am till 5 pm Monday through Friday. Breakfast, lunch, and two snacks are served each day. There is a resting period and time outside each day.

NON DISCRIMINATION POLICY:

It is the policy of this preschool, in the admission of individuals, administration of its policies, programs and other preschool - administered programs, not to discriminate on the basis of race, color, or ethnic origin but must have like faith according to the biblical Statement of Faith.

THE HOURS AND DAYS OF OPERATION AND HOLIDAYS OR OTHER TIMES CLOSED

CENTER HOURS:

FCA service is available from 7 am till 5 pm Monday through Friday.

OFFICE HOURS:

The office will be open from 8:00 a.m. until 3:30 p.m. Any business after these hours must be prearranged by appointment.

HOLIDAYS:

FCA will be closed for the following holidays: New Year’s Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and the Friday after Thanksgiving, Christmas Eve Day, Christmas Day, and New Year ’s Eve Day. If any of the above holidays fall on a weekend, the closest Friday or Monday will be selected. Regular tuition is expected as our attendants are paid for these days.

IN-SERVICE DAY:

It is important for the staff to have time to prepare lessons, gather information from a guest speaker, or attend a conference. To accomplish this we include two in-service days per year. During in-service day the center will be closed to children. Tuition is expected.

UNEXPECTED CLOSINGS:

On a rare occasion our center may be forced to close due to a situation beyond our control (e.g., ice storm, electrical outage, no water service). Every attempt will be made to inform parents of an emergency closing. In cases where FCA is told we must close temporarily, and it is beyond our control, tuition is still due. FCA will make every effort to pro-rate, discount, or credit accounts as necessary.

THE PROCEDURES FOR ADMISSION AND REGISTRATION OF CHILDREN

Application forms for admission are available at the preschool office or you can download them from our website at www.fcaschools.com.

FCA retains the right to deny enrollment or re-enrollment of any individual or their parent with abusive behavior/conduct toward center, students, or staff.

ENROLLMENTS:

Individuals between the ages 6 weeks and two years are eligible for enrollment at FCA. Individuals may attend the center for a 9 hour block between 7:00 am and 5:00 pm., Monday through Friday.

Documents to be completed and returned before enrollment:

- Individual Enrollment Form
- Form 121 / immunization record from MS.

Families with more than one child enrolled will receive a discount on the second and third child.

A registration fee of \$100 per family is due once the director has assigned a start date. This is a one-time, non-refundable charge. If a child is withdrawn then re-enrolls at a later date, a second enrollment fee will be expected.

TUITION, PLANS FOR PAYMENT, AND POLICIES REGARDING DELINQUENT PAYMENTS

Financial Information:

To assist our Parents:

*** We are set up to accept credit cards for any fees of the center. A convenience fee of 2% will be added to each credit card transaction.**

Existing individual re-enrolling in FCA Little Lions must complete new enrollment forms and pay all fees by date specified or loose available space. Each year new enrollment forms or a signature that states there are no changes in information must be completed for all students. Parents must make an appointment with the center to fill out all necessary forms and pay all necessary fees. Again, All fees are nonrefundable and nontransferable. Please Note: Your application alone will not save a space for your child and will not be processed until all documents are completed and returned with all fees paid.

TUITION:

Tuition for full time child care is due the Friday the week of service. Payments may also be made in bi weekly, monthly installments, or several months in advance. Acceptable forms of payment: Cash, Check, Credit card, (credit cards have a processing fee of 2%.) Cash app is a fee free option. The tuition rate based on the number of children enrolled is listed in the enrollment packet.

FEES:

A late fee is charged for late tuition payments on the 10th of the month. Special payment arrangements may be made in advance with the director. If your account falls one month past due, the individual or individuals that it applies may not be allowed to return to preschool until the account is brought current. In the event payments are not met, notification of individual's dismissal will be made by phone call and/or letter. Please be sure to notify our office if any payments will be late. We will be glad to work with you.

If a bank returns a check for insufficient funds or any other reason, you will be contacted by telephone for a remedy to the situation. **There will be a \$ 25.00 (per check) service charge for handling a returned check for any reason.** If situation persists, parent will be asked to pay remainder of tuition or any transaction by cash, cashier's check, or money order or credit card.

Any individual who is in our care after 5 pm will be charged an additional \$10 fee per every 5 minutes (per sibling).

Tuition is expected for days your child may be absent due to illness, family emergencies, doctor visits, hospitalizations, vacations, or any other reason. Please note that tuition rates do not change in the event of a week including a holiday. After extensive research, we have found our policy to be consistent with other schools and child day care centers. Because our cost remains the same throughout the year, we rely on the specified tuition to be paid each week in order to meet our expenses. Consequently, as much as we might like to, we cannot make allowance for any days missed in your regular attendance schedule.

INSURANCE COVERAGE

FCA Little Lions Preschool has liability coverage for individuals on campus grounds. We do have individual insurance for on campus activity available for an additional fee. For more information please speak with our office.

REASONS/CIRCUMSTANCES AND PROCEDURES FOR REMOVAL OF CHILDREN FROM ROLLS WHEN PARENTS ARE REQUESTED BY FACILITY STAFF TO REMOVE A CHILD

RESIDENCE:

All FCA students must live with a parent, legal guardian, or parent designee (letter from biological parent stating release to enroll and/or court documented legal statement of custody rights) needed for admission purposes.

Note:

The center reserves the right to ask any parent to withdraw their child(ren) from center if the center feels it is in the best interest of the center or its individual body, parents, or staff.

Administrator has full rights to dismiss any said student(s) and without any refunding of fees.

CUSTODIAL CARE:

The center advocates strong marriages and families. The center will not become involved in parental controversy regarding custodial care of their children. If controversy continues, parent may be asked to withdraw their child(ren) from FCA.

PROCEDURES TO INCLUDE THE AMOUNT OF NOTICE A PARENT IS REQUIRED TO GIVE THE FACILITY BEFORE REMOVING A CHILD

WITHDRAWAL & DISMISSAL POLICY:

A two-week notice is required before withdrawing a child from our center. Account must be paid in full before withdrawing-including your child's tuition for that two-week period.

The director at FCA reserves the right to cancel the enrollment of a child at his/her discretion, or for the following possible reasons:

- Non-payment or excessive late payments of tuition and fees.
- Not observing the rules of the center as outlined in the parent agreement.
- Child as special needs that we cannot adequately meet with our current staffing patterns.
- Physical and/or verbal abuse of staff or children by parent or child.
- Expired or non-immunizations and/or physical.

POLICY GOVERNING THE MAXIMUM HOURS PER DAY OR WEEK THAT A CHILD CAN BE LEFT AT THE CHILD CARE FACILITY

Individuals between the ages 6 weeks and two years are eligible for enrollment at FLL. Individuals may attend the center for a 9 hour block between 7:00 am and 5:00 pm., Monday through Friday.

ARRIVAL AND DEPARTURE PROCEDURES FOR CHILDREN

DROP-OFF AND PICK-UP POLICIES:

Parents are expected to accompany their child into the center. The attendants are glad to assist you and your child at your drop-off time. Attendants, however will not assume direct responsibility of your child until you are ready to walk out of the building. It is important for the attendant to keep a watchful eye on all the children in his or her care. You are welcome to stay for a short while and assist your child through this transition. Simply notify the classroom attendant when you are ready to leave and the attendant will assist. **Please remember to sign in when arriving to drop-off.**

Only the individuals listed on the Arrival Departure form, or on a written permission note from the parent, will be allowed to leave with a child. The staff is expected to request a picture I.D. from any unfamiliar person (including grand-parents). If there is any concern, the staff of FCA reserves the right to deny a person's request to pick-up a child.

Your child's classroom attendant may be available at pick-up time for short questions. For longer discussions or particular concerns please schedule an appointment.

Parents are expected to assume full responsibility of their child once they enter the classroom.

Your child has waited all day to see you and is excited when you walk in the door. At pick up please **put away your cell phone** and give your full attention to your child. **Please remember to sign out when arriving to pick-up.**

Children enrolled are expected to be picked-up at the agreed upon time. The parent or guardian of a child not picked-up until after the agreed time, or past closing (5:00 p.m.), will be charged a **\$10 fee per every 5 minutes (per sibling)**. All late fees are expected by 5 pm the following day. Payments should be given directly to the staff member. Excessive abuse of late pickup times can result in disenrollment.

We discourage leaving your idling vehicle in the parking lot during drop off and pick up times. In case of extreme cold or heat please make your transitions brief so the vehicle is not left unattended for a long period of time. NEVER leave a child in an idling vehicle unattended.

PROGRAM AND ACTIVITIES INFORMATION

COMMUNICATION:

Proper communication between our parents and the attendants and staff of FLL is extremely important. Attendants will be sending home information on a regular basis. Infant and toddler parents will receive daily reports. Concerns about any aspect of our program, or your child's care, may be expressed to the center Director. Please check your child's bag daily for notes, newsletters and daily reports.

Remember to communicate in writing any changes in your child's schedule. **We must be informed, in writing, regarding any changes in the person picking up your child.** You may add or delete names of authorize adults allowed to pick-up your child on the form you filled out during enrollment.

Our main office must be informed of any of the following changes:

- Address and/or phone numbers, or e-mail address
- Parent/guardian employment,
- Health/immunizations up-dates or;
- Other pertinent information related to your child.

Parents wishing a conference with a director should send a note to the director or call the office in advance to arrange a conference time. Conference availability is Monday, Tuesday, and Thursday. We can sometimes set up other times if it is convenient for us.

The center wants to communicate freely with parents and welcomes any inquiries concerning their child. Parents are requested not to hold a conference with an attendant at drop off or pick up since attendants will be on duty.

A time will be set which is convenient to both the director and parent. “Parking Lot” nor “Door” conferences are not permitted. We will be happy to assist you, if you have any questions or concerns. Any parent making a scene, cursing, arguing or yelling at the staff at door or on campus, may be asked to leave and will not be allowed on campus at any time. This also applies to phone calls.

Also, please refrain from any negative talk about FLL, attendant, staff, or Ministry of either Church or School or Preschool. We have a zero tolerance for negative talk. This means to other people or to the staff of FLL. There are appropriate ways to handle issues as adults and that is what we are called to do. We are here to help your child(ren) and when a parent acts in such a way, the child will also carry this attitude into their classroom. This creates a stressful atmosphere for other children. If you need to talk to someone, the Administrator will be available; if it is to argue, you may need to talk to God. We encourage parents to remember this is a Christian facility.

CONFIDENTIALITY:

Each family has the right to confidentiality. FLL keeps certain information on file regarding children and families that may be considered personal in nature. We maintain this information in confidence and do not discuss or release it to persons outside of FLL unless written permission has been obtained from the parent(s).

TREASURES AND POSSESSIONS:

Each child will need a blanket to use at naptime. Your child's name must be clearly written on the blanket. The blanket is taken home each Friday to be washed and returned the following Monday. A small pillow or small stuffed toy is permissible.

Sometimes children need to bring special toys or newfound treasures to use as a 'bridge' between home and school. On these occasions we will work with you and your child to make it a positive sharing experience. Past experience has shown us that often toys from home create problems at school. We encourage you to keep personal belongings and toys at home unless the attendant has scheduled a "show-n'-tell" day. **FLL will not be responsible for any lost items.**

Important... there are four things we feel strongly must remain at home: toy guns, gum, money, and candy.

USE OF CENTER PROPERTY:

Since FLL and Friendship Assembly of God use the same facility, it is advisable for all children to be responsible for personal items. The center or church is not responsible for anyone's personal belongings.

CLOTHING:

Because of the wide range of activities it is recommended that children be dressed in washable, comfortable clothing.

Water activities sand play, and occasional bath-room accidents necessitate that an extra set of clothing be kept at the center at all times. All extra clothing should be marked with the child's name and placed in a labeled plastic bag. Clothing should include underwear, socks, pants, and shirt. If wet or dirty clothes are sent home, please return a clean extra set of clothes the next morning.

Licensing requires that children be taken outdoors each day. The children will play outdoors if the temperature is 20° or warmer. Children should be dressed accordingly: light jacket, cap, rain

boots (for damp days) in fall and spring; heavy winter jacket, mittens, scarf, hat, and snow boots in winter. An extra sweater or sweatshirt at school is recommended for sudden changes in temperature. **All clothing, including coats and boots, must be labeled clearly with your child's name.**

DIAPERS & TOILET TRAINING:

Parents supply all diapers and wipes at FLL.

Our attendants are experienced in training young children in how to use the bathroom. It is essential that the parent and attendant communicate about the needs of the child and work together to make this developmental milestone positive and successful.

We recommend that when in training, your child be dressed in “user-friendly” clothing. Overalls, zippers, and snaps are difficult for small children to manage—especially in a hurry! While toilet training, parents are to provide lots of thick training underwear, plastic pants, socks, and outer clothing.

BODIES AND BOUNDARIES:

There is a natural curiosity among children with regards to their bodies. When situations arise where we have to speak to children about body parts, we use the anatomically correct terms. We speak to them concerning age appropriately information. We also teach children that every person has boundaries and that our bodies are private and should be respected. Parents will be notified if situations occur in the classroom that directly affects their child(ren).

BOTTLES, BLANKETS AND PACIFIERS:

You may send extra bottles (infant room), a small security blanket and/or a pacifier for your child. Staff will make every effort to keep track of these items but will not be held responsible if lost. When you are ready to wean your child, please communicate with your child's attendant so a consistent strategy between home and our center may be established.

BIRTHDAY CELEBRATIONS:

Parents are welcome to send in a treat to share with their child's classmates on birthdays or special occasions. Some classrooms have strict allergy guidelines. Inform your child's attendant in advance about what kind of treat you plan on bringing. This is for the safety of all of the children. Ask your child's attendant for suggestions. Parents are always welcome at their child's birthday celebration.

If a birthday is to be celebrated away from school and the entire class is not invited, please mail the invitations. If the entire class is invited, you may distribute the invitations into the cubbies. Our center will not distribute mailing lists or phone numbers.

Parties and special party type events should not be held more than once a month. Food for parties should be prepared at the facility when possible. It is recommended that if foods for the event are brought to the facility by parents it should be “store bought” and not “home cooked.” It is suggested that a plain “store bought” cake be served. Other items may include ice cream, fresh fruit, cheese and crackers, and party favors such as stickers, books, Tooth brushes, crayons, etc., are encouraged.

CLASS PARTIES:

Parties may be given at Christmas, Easter, or any holiday, or birthdays, and at set date selected by attendant.

- Parents/Grandparents are invited to have lunch with your child on Tuesday and Thursday.
- Birthday celebrations are celebrated at lunch and must be arranged with the attendant before party is planned. Cupcakes, treats and party favors - please no black cats, witches, wicked Jack-o'-lanterns, brooms, etc. Santa, elves, etc. Plain pumpkins and Christmas trees are okay.

FCA CAR DECALS:

FCA car decals are mandatory for any vehicle that will be on our campus picking up or dropping off any student. We ask that all FCA Parents display center decal on rear window or properly hung from the rearview mirror. This helps us to keep our campus safe from unknown automobiles and also to keep our students safe. To replace a lost decal, please contact Mrs. Arno, secretary.

PHOTOGRAPHS AND PUBLICITY:

Photographs of the children in our programs may be taken from time to time and may appear in news papers, magazines, brochures, publicity materials and/or educational trainings. Your permission for photographs of your child, to be used without compensation, is part of this agreement.

Your child's photo may also be displayed on their classroom's face book site.

MEALS, SNACKS AND FOOD ALLERGIES:

Friendship Little Lions will serve Breakfast, Lunch and two Snacks each day. It is a requirement of the department of health for all food to be prepared on campus. The fee for lunch will be \$2.75. A menu will be available each week at the sign in desk for your review or if you would like to take a picture to review through the week.

For our bottle fed babies, all bottles must be mixed and ready with name and times of feedings.

Parent may purchase lunches by the week or by the month. Lunches are \$2.75 per day per child. Money must be turned in to the attendant with tuition payment each week.

Parent may pay for the entire month or weekly if preferred. NOTE: Any child that has paid for a lunch and is absent from preschool on that day, credit will not be given. If preschool is out, child will be given credit for paid lunches for those days only. No credit given otherwise.

FCA CHILD CARE DISCIPLINE POLICY:

At FCA child care the term guidance is used for several reasons. It is a positive term and implies working with the children to develop internal control of their behavior. Our goal is to encourage the children to become creative, independent, and responsible and socially mature human beings. This involves learning to make responsible choices and accepting the consequences of such choices. Guidance takes several forms within our center:

- Environment – A place designed for children. Each room is age appropriate in furniture size, large and small manipulates, and supplies required for hands-on experiences.

- Logical Rules – Such as keeping our hands to ourselves and taking care of the learning environment. These are discussed with the children as well as why such rules are needed.
- Curriculum – Is developmentally appropriate, based on the children’s interest and level of readiness.
- Positive Behavior – We reinforce the behaviors we wish to see repeated.
- Redirection – Often interesting a child in another activity can eliminate potential difficulty. We might ask a child to help us or send a child to a different area to play.
- Positive Reminder - - Telling the children what we want them to do rather than using “no” or “don’t”.
- Renewal Time – Occasionally, as a last resort, a child needs to be removed from the situation for a brief break. This allows the child time to calm down and consider an alternate behavior.

DIFFICULT BEHAVIOR:

We will make every effort to work with the parent or guardian to ensure a cooperative approach for children having difficulties with behavior. We are here to serve and protect all of our children! A parent may be called at work or home at anytime the child exhibits uncontrollable behavior that cannot be modified by the staff. The parent may be asked to take the child home immediately. The following steps may be taken regarding children who display chronic disruptive behavior, upsetting to the emotional or physical well being of another child or an adult.

INITIAL CONSULTATION:

The director may request that the parent or guardian meet for a conference. The problem will be defined on paper. Intervention strategies will be discussed. The best solution toward solving the problem will be agreed upon by the director, attendant, and parent or guardian.

SECOND CONSULTATION:

If the initial plan for helping the child fails, the parent will again be asked to meet with the director and attending staff involved. Another attempt will be made to identify the problem, and establish a new, or revised, approach for solving the problem. Parents may be asked to consult outside professionals, or bring in behavioral specialists to help identify the problems or provide new strategies, in order for FLL to continue care. Our goal is to work as a team to better serve each child.

DISENROLLED:

When the previous attempts have been followed and no progress has been made toward solving the problem, the child may be disenrolled from the center at the discretion of the center director.

Note: Corporal punishment will not be allowed. This is defined as the use of negative physical touching (spanking, slapping, pinching, etc.), exclusion from outdoor activities, or exclusion from any learning activity. In certain instances a child may be physically restrained in order to keep the child, other children, or staff safe from harm. No unusual punishment will be allowed such as humiliation, ridicule, threat, or coercion.

TRANSPORTATION:

FLL students are transported to and from the center by parents or car pools. FLL does not offer bus transportation to and from center except for emergency relocation. In the case of an emergency we have a 15 passenger van that is insured. We will load the babies in the van to drive them to a safe distance away from the emergency then contact each parent to pick up their child. If the emergency is resolved before time of dismissal and the parent wishes to pick up the child's belongings we will accommodate. Each child will need to be signed out even in the event of an emergency. Our 1 mile site relocation will be First Southern Baptist Church at 280 Victoria Rd. Victoria, MS. 38679 and our five mile site relocation is the Victoria Branch Bank of Holly Springs located at 13 Victoria Rd. Byhalia, MS. 38611.

POLICIES REGARDING A CHILD'S PARTICIPATION IN EXTRACURRICULAR ACTIVITIES NOT SPONSORED BY THE CHILD CARE FACILITY, INCLUDING BUT NOT LIMITED TO BASEBALL, SOFTBALL, SOCCER, BALLET, OR GYMNASTICS.

If a child participates in extracurricular activities not sponsored by the child care facility it is at the permission of the parent. If the community would like to hand out flyers FLL may post one on the parent bulletin board and or put the flyer in the cubby of each child. FLL will not be responsible to transport or aid in extracurricular activities not sponsored by our facility.

WATER POLICY:

FLL from time to time will allow children to play outside in sprinklers or play with other child safe water activities. During these times parents will be notified the day before to prepare for these special occasions. FDA suggest each child needs to apply at least a 15 spf sun screen. Sunscreens are topically applied products that protect the skin from the sun's damaging ultraviolet (UV) radiation. Children who are not allowed outside by parents for health reasons must inform the director during drop-off.

Parents will need to be sure to bring a change of clothes for this day.

FLL will not leave campus to participate in water activities e.g., (taking children to a public swimming pool).

HEALTH AND EMERGENCY PROCEDURES**HEALTH:**

Every possible provision is being made to provide a wholesome, healthy atmosphere during the student's stay at center. The home can make a great contribution in this area by doing the following:

1. Not allowing a individual who is sick to come to center. Fever above 100, vomiting, or vomiting accompanied with diarrhea are conditions which preclude a individual from attending center. Causes of rashes should be verified by a physician.

2. Any rashes, sores, staph infections, unusual blisters in large areas, will not be allowed at center without individual being cleared by a doctor's statement of release and explanation of illness, (if contagious an Incubation period) along with his signature.

*Please make sure your child has all immunizations and boosters up to date.

When child is injured or becomes seriously ill at center, the parent will be notified at once. Should we be unable to reach either parent, the procedure outlined in the permission statement will be followed. Minor injuries or illnesses will be treated in the office and children will also be prayed for.

Should your child become ill with a contagious sickness such as chicken pox, measles, etc., report it to the office immediately. Child with contagious diseases must be kept at home until doctor releases child. Note from doctor must accompany individual upon return.

IMMUNIZATIONS AND PHYSICALS:

All children who attend childcare programs in Mississippi are required by law to be fully vaccinated. FLL requires all children enrolled in the program to be immunized. Families must contact their local health department to obtain a signed certified Nonmedical Waiver form for delayed vaccines. This form requests a record of your child's immunizations.

*Important: It is your responsibility as parent or guardian, to maintain up-to-date immunizations and physicals for your child(ren). Updates must be reported to the director in writing. An immunization record (form 121) of your child must be submitted and is also a requirement by the Mississippi Department of Health. A medical examiner must sign and date this form.

WELLNESS POLICY:

You are the best judge of your child's health and we trust you will not bring a sick child to the center. However, if while in our care your child becomes ill, displays an unknown rash, or acts out-of-character your child's attendant will consult the director and you may be called to come take your child home. When called, you (or an alternate emergency person) are expected to come within the hour. This is to protect the health of your child and his/her classmates. Your cooperation is greatly appreciated.

The following criteria will be considered in determining if your child must go home:

- Unknown rash will need to be seen by a physician and the child can return to preschool by the written recommendation made by the doctor. A doctor note is required.
- Fever of 100.5° or higher. For a mild fever, muscle aches, toothache, or headache Tylenol (supplied from home) may be administered. * See Medicine below. The child must be fever-free for 24 hours without the aid of Tylenol, or other fever reducing medications.
- Diarrhea (more than tow loose, water stools), or vomiting. Consideration will be taken if your child is allergic to certain food/drink products or on medications. The child may return when bowel movements are normal, and no other symptoms of illness are present. The child may return 24 hours after the last time he/she vomited, and no other symptoms of illness are present.
- Persistent cough or runny nose for an extended period of time (cough suppressants and/or allergy medications are not recommended unless prescribed by a doctor). Child may return 24 hours cough free without the aid of cough suppressant, or allergy medication.

- Crying and irritable for a long time, or not eating or drinking normally. Anytime a child is not themselves, cannot be soothed by an attendant, requires one-on-one care, complaining about discomfort, or not interacting with the class is reason to take a Wellness Day and spend time in the comfort of their own parent(s) arms.
- Highly contagious condition such as:
- Head lice: suggested treatment available upon request. Child must be nit free to return.
- Chicken pox and Hand Foot mouth: child must be fever free and sores scabbed over.
- Strep throat: Child must have 24 hours of antibiotics in his/her system.
- Mumps, pin worms, impetigo, conjunctivitis's (pink eye), etc: Follow doctor's recommendations.

If your child is too ill to play outside with his or her class, or participate in regular classroom activities, then your child is too ill to attend the center.

***If questions arise to the appropriateness of a child's return to the center, the final decision will be that of the Head Director or Assistant Director.**

MEDICINE:

Non-prescriptive medication (Tylenol, nose drops, etc.) as well as prescription medication will only be administered after a parent signs, and dates a form entitled Medication Permission. The parent must provide all medications.

Prescription medication must be in the original container and labeled with the child's name. Staff cannot administer medication (prescription or over the counter) without the proper dosage for that child listed on the container. If the container reads, "Consult/see Doctor" then a note from the doctor with the child's weight, and the dosage recommended, must be provided.

Medication will be stored per the manufacturer's recommendations.

PANDEMICS:

Our Preparedness and Response Plan (available upon request) will be followed during any pandemic period. Center for Disease Control, Department of Health and/or State Child Care Licensing Rules will be followed. Response will include, but is not limited to, monitoring symptoms in staff and students, practicing implementing any/new safety equipment, isolating staff and/or students infected, decreasing class sizes, and transparent communication with families and regulating agencies.

INJURIES AND ACCIDENTS:

Every consideration will be taken to ensure the safety of your child while in our care. Should an injury occur, a Minor Incident Report would be completed by the closest adult and signed by the Head Director, Assistant Director or appropriate person. A copy of this report will be sent home. A parent or guardian will be notified regarding any injury that occurs while your child is in our care.

In the event of a major medical emergency or accident, the center attendant or director will call 911 first. The child will be transported to the hospital noted on the Child Information Record (or the closest hospital). The parent/guardian will be called immediately.

Should a child need medical care of a certified practitioner and your child is exempt from medical care on religious grounds the parent will be notified of the emergency first, any directions that the parent has on file will be followed until the parent arrives to care for the child.

CHILD ABUSE AND NEGLECT:

Staff members are required by law to report any suspected child abuse or neglect.

The safety and protection of the students at FCA are of upmost importance. It is required by law to report all known or suspected child abuse. For more information on how and when to report suspected or known child abuse, please call 1-800-222-8000.

FCA SUPPORT SERVICES:

GUIDANCE SERVICES:

FCA offers support services in Guidance Council for any individual needing this service to encourage, instruct, advice or consultation. This is provided by the Administrator. For more in-depth counseling, an appointment can be made with Pastor Virgil Scherff. Parents are welcomed to be a part of these services. Guidance Services are available from administration by appointment. Anyone wishing to use these services, contact the office and forms will be sent home with more information. All consultations are kept confidential.

TORNADO AND DISASTER PROCEDURE:

Fire and tornado drills are conducted throughout the year. Fire drills are practiced three times a semester and tornado drills three times during the spring season. Evacuation and action plans are posted throughout the facility.

For emergency relocation; In the case of an emergency we have a 15 passenger van that is insured. We will load the babies in the van to drive them to a safe distance away from the emergency then contact each parent to pick up their child. If the emergency is resolved before time of dismissal and the parent wishes to pick up the child's belongings we will accommodate. Each child will need to be signed out even in the event of an emergency. Our 1 mile site relocation will be First Southern Baptist Church at 280 Victoria Rd. Victoria, MS. 38679 and our five mile site relocation is the Victoria Branch Bank of Holly Springs located at 13 Victoria Rd. Byhalia, MS. 38611.

Bomb Threats/Active Shooter Drills: Drills are practiced two times a year. Bomb threat drills are planned and organized to ensure safety for all FLL children and faculty. Children will be evacuated to nearest secured facility away from threatened area for safety. Faculty is trained and qualified to calmly handle a crisis.

Active shooter drills are practiced and organized to give the best possible protection to children and faculty. Children and faculty will be evacuated, if necessary, to a secure facility away from endangered area. Law enforcement officials and parents will be notified as soon as possible if either crisis takes place.

SEVERE WEATHER:

Local television channels 3, 5, and 13 will carry official announcements for FLL. A decision will be made and broadcast by 6:30 a. m. or in some cases on the previous day. Do not call the office, principal, attendant's or administrator's home. Children will not be sent home early during severe weather unless conditions merit such action.

Appropriate safety measures are taken at center. In bad weather, FCA/FLL will have weather channel pulled up and any weather alerts will be noted. If decision to close the preschool midday because of oncoming bad weather, parents will be notified by their child's attendant/siblings attendant to arrive at preschool to pick up their child(ren) by a call/Remind.

CLOSED CAMPUS:

FCA/FLL campus is a closed campus. All visitors must report to the office before entering the center area. We are happy to have our parents actively involved in their child's center parties, chapels, etc. Parents are invited to have lunch with their child and class.

CLASSROOM PRAYER:

Recognizing the power of prayer daily, each class begins with prayer. This is an integral part of all center activities. Parents and children accept this as part of their agreement with the center at registration. Individual prayer for and with your child is also a privilege of attending a Christian center.

STATE REGULATIONS**Licensing Notebook & Other Information**

FLL strives to offer a quality program for our families. We maintain a licensing notebook that is available for parents to review during our regular business hours. The notebook contains licensing inspections as well as any special investigation reports and related corrective action plans. These reports, from the prior two years, are also available on the child care licensing website at <https://www.mdhs.provider.webapps.ms.gov/ccsearch.aspx> FLL also posts Child Care License, on the door of our two and under room for parents to review.

FLL runs a background check on all unsupervised volunteers and employees.

Each child's record shall contain a statement signed by the child's parent, indicating that they have received a summary of licensing standards and other materials designated by the licensing agency for such distribution.

Kristen W. Taylor, Child Care Facility Inspector II

Child Care Licensure Division

Mississippi State Department of Health

Email: kristenw.taylor@msdh.ms.gov

Phone: 662-596-1153 is the MSDH licensing official responsible for the inspection of this facility.

The toll free phone number (1-866-489-8734) of the Child Care Facility Complaint Hot Line.

SMOKING, TOBACCO PRODUCTS, AND PROHIBITED SUBSTANCES

No one (parent, legal guardian, grandparent etc.) or any individual, while on or entering campus will be allowed to smoke, chew tobacco or possess any alcohol beverages. FCA/FLL is a SMOKE FREE, DRUG FREE and ALCOHOL FREE CAMPUS. Persons not complying will be asked to leave campus, parking lot and may not be permitted on campus for duration of year.

BUILDING SECURITY AND PARENTAL ACCESS

Our building is open for business from 7 am to 5 pm and can be accessed by pushing the speaker button at the door and an attendant will open the door for you. If someone is picking up your child that doesn't normally pick up, but who is listed on your emergency contact information, please have them bring their id to the door and ring the bell or knock on the door.

For your child's safety please do not allow your child touch the exit door handles or open the doors and/or play in the door way. This includes pressing the door bell/speaker button. We work very hard at teaching the children not to touch the exit doors.

CUSTODY ORDERS:

Until custody has been established by a court action, one parent may not limit the other from picking up a child in our care. The center must be notified immediately of any changes in custody orders. Certified custody orders must be given to the center director.

CHANGES IN FACILITY OPERATIONS

FLL will immediately notify the licensing agency of any major changes affecting areas of the child care facility's operations. Such major changes include, but are not limited to, operator, director, location, physical plant, or number of children served.

NOTICE OF LEGAL ACTION

The licensing agency will be notified within seven days, in writing, if notice is received of legal action against the child care facility.

POSTING OF INFORMATION

The following items are to be posted conspicuously in the child care facility at all times:

1. Accessible to employees and parents:
 - a. License.
 - b. Daily activity schedule posted in each classroom.

- c. Menus.
 - d. Evacuation route.
 - e. Next to the license, in plain view, a notice is provided by the MSDH that informs the public of where and how they may report a complaint against the facility.
2. In kitchens:
 - a. Menus.
 - b. Evacuation route.
 3. The evacuation route in all rooms utilized by children.

WEAPONS PROHIBITED

1. There shall be no firearms or other dangerous weapons allowed in a child care facility.
2. If a facility is located in an occupied dwelling, all firearms shall be equipped with trigger locks and kept in a locked room out of the sight of all children. All other dangerous weapons shall be kept under lock in a room not accessible to children.
3. Other dangerous weapons include, but are not limited to, hunting knives, spears, machetes, archery equipment, etc.

CONFLICT RESOLUTION:

If an issue should arise between a family and a staff member, or between two families, we encourage the concerned party speak directly to the staff member, or family, prior to coming to the directors. If the problem remains unresolved, or the parent wants to make sure the administration is aware, our door is always open. Administration will act as moderator in situation that require more attention or are reoccurring. We will make every effort to remain fair, with our main priority being the safety and quality of care, of the children at FLL.

FAMILY GATHERINGS:

FLL families have a chance to meet with other families and the attendants several times a year. These gatherings are meant to provide a sense of community and to celebrate the families here at FLL. Dates and times will be posted. Our Harvest Festival is usually held in Oct.

CENTER HAPPENINGS:

FLL makes every attempt to keep parents up to day on happenings here at the center and in the community. Center newsletters are sent out at least 4 times a year and classroom newsletters are sent out monthly. Parents bulletin boards are in each classroom. It is also the parents'

responsibility to keep up to date by being aware and checking for updates. Together, as partners, we will be able to provide your child with a fun and safe learning environment.

STATEMENT OF FUNDAMENTAL TRUTHS

1. The Scripture Inspired

The Scriptures, both Old and New Testaments, are verbally inspired of God and are the revelation of God to man, the infallible, authoritative rule of faith and conduct (2 Tim. 3:15-17; 1 Thess. 2:13; 2 Peter 1:21).

2. The One True God

The one true God has revealed Himself as the eternally self-existent "I AM," the Creator of heaven and earth and the Redeemer of mankind. He has further revealed Himself as embodying the principles of relationship and association as Father, Son, and Holy Spirit. (Deut. 6:4; Isaiah 43:10-11; Matt. 28:19; Luke 3:22).

THE ADORABLE GODHEAD

a. Terms Defined

The terms 'Trinity' and 'Person', as related to the Godhead, while not found in the Scripture, are words in harmony with Scripture, whereby we may convey to others our immediate understanding of the doctrine of Christ respecting the Being of God, as distinguished from "gods many and lords many." We, therefore, may speak with propriety of the Lord our God, who is One Lord, as a Trinity or as one Being of three persons, and still be absolutely Scriptural (examples, Matt. 28:19; 2 Cor. 13:14; John 14:16,17).

b. Distinction and Relationship in the Godhead

Christ taught a distinction of Persons in the Godhead which He expressed in specific terms of relationship, as Father, Son and Holy Spirit, but that this distinction and relationship, as to its mode is inscrutable and incomprehensible, because unexplained. (Luke 1:35; 1 Cor. 1:24; Matt. 11:25-27; 28:19; 2 Cor. 13:14; 1 John 1:3,4).

c. Unity of the One Being of Father, Son and Holy Spirit

According, therefore, there is that in the Son which constitutes Him the Son and not the Father; and there is that in the Holy Spirit which constitutes Him the Holy Spirit and not either the Father or the Son. Wherefore, the Father is the Begetter, the Son is the Begotten; and the Holy Spirit is the one proceeding from the Father and the Son. Therefore, because these three persons in the Godhead are in a state of unity, there is but one Lord God Almighty and His name one (John 1:18; 15:26; 17:11,21; Zech. 14:9).

d. Identity and Cooperation in the Godhead

The Father, the Son and the Holy Spirit are never identical as to Person; nor confused as to relation; nor divided in respect to the Godhead; nor opposed as to cooperation. The Son is in the Father, and the Father is in the Son as to relationship. The Son is with the Father and the Father is with the Son, as to fellowship. The Father is not from the Son, but the Son is from

the Father, as to authority. The Holy Spirit is from the Father and the Son, proceeding, as to nature, relationship, cooperation and authority. Hence, neither Person in the Godhead either exists or works separately or independently of the others (John 5:17-30, 32, 37; John 8:17,18).

e. The Title, Lord Jesus Christ

The appellation, "Lord Jesus Christ," is a proper name. It is never applied, in the New Testament, either to the Father or to the Holy Spirit. It therefore belongs exclusively to the Son of God (Rom. 1:1-3, 7; 2 John 3).

f. The Lord Jesus Christ, God with us

The Lord Jesus Christ, as to His divine and eternal nature, is the proper and only Begotten of the Father, but as to His human nature, He is the proper Son of Man. He is, therefore acknowledged to be both God and man; who because He is God and man is "Immanuel," God with us (Matt. 1:23; 1 John 4:2, 10, 14; Rev. 1:13,17).

g. The Title, Son of God

Since the name "Immanuel" embraces both God and man in the one Person, our Lord Jesus Christ, it follows that the title, Son of God, describes His proper deity, and the title Son of Man, His proper humanity. Therefore, the title, Son of God belongs to the order of eternity, and the title, Son of Man to the of order of time (Matt. 1:21-23; 2 John 3; 1 John 3:8; Heb. 1:1-13, 7:3).

h. Transgression of the Doctrine of Christ

Wherefore, it is a transgression of the Doctrine of Christ to say that Jesus Christ, derived the title, Son of God, solely from the fact of the incarnation, or because of His relationship to the economy of redemption. Therefore, to deny that the Father is a real and eternal Father, and that the Son is a real and eternal Son is a denial of the distinction and relationship in the Being of God; a denial of the Father and the Son and a displacement of the truth that Jesus Christ is come in the flesh (2 John 9; John 1:1, 2, 14, 18, 29, 49; 1 John 2:22, 23; 4:1-5; Heb. 12:2).

i. Exaltation of Jesus Christ as Lord

The Son of God, our Lord Jesus Christ, having by Himself purged our sins, sat down on the right hand of Majesty on high; angels and principalities and powers having been made subject unto Him. And having been made both Lord and Christ,

He sent the Holy Spirit that we, in the name of Jesus, might bow our knees and confess that Jesus Christ is Lord to the glory of God the Father until the end, when the Son shall become subject to the Father that God may be all in all (Heb. 1:3; 1

Pet. 3:22; Acts 2:32-36; Rom. 14:11; 1 Cor. 15:24-28).

Equal Honor to the Father and to the Son

Wherefore, since the Father has delivered all judgment unto the Son, it is not only the express duty of all in heaven and on earth to bow the knee, but it is an unspeakable joy in the Holy Spirit to ascribe unto the Son all the attributes of Deity, and to give Him all the honor and the glory contained in all the names and titles of the Godhead (except those

which express relationship. See paragraphs B, C, and D), and thus honor the Son even as we honor the Father. (John 5:22, 23; 1 Pet. 1:8; Rev. 4:8-11; 5:6-14; 7:9,10; Phil. 2:8, 9).

3. The Deity of the Lord Jesus Christ

The Lord Jesus Christ is the eternal Son of God. The Scriptures declare;

- a. His virgin birth (Matthew 1:23; Luke 1:31, 35).*
- b. His sinless life (Hebrews 7:26; 1 Peter 2:22).*
- c. His miracles (Acts 2:22; 10:38).*
- d. His substitutionary work on the cross (1 Cor. 15:3; 2 Cor. 5:21).*
- e. His bodily resurrection from the dead (Matthew 28:6; Luke 24:39; 1 Cor. 15:4).*
- f. His exaltation to the right hand of God (Acts 1:9, 11; 2:33; Phil. 2:9-11; Heb. 1-3).*

4. The Fall of Man

Man was created good and upright; for God said, "Let us make man in our image, after our likeness." However, man by voluntary transgression fell and thereby incurred not only physical death but also spiritual death, which is separation from God (Genesis 1:26, 27; 2:17; 3:6; Romans 5:12-19).

5. The Salvation of Man

Man's only hope of redemption is through the shed blood of Jesus Christ the Son of God.

a. Condition to Salvation

Salvation is received through repentance toward God and faith toward the Lord Jesus Christ. By the washing of regeneration and renewing of the Holy Spirit, being justified by grace through faith, man becomes an heir of God according to the hope of eternal life (Luke 24:47; John 3:3; Romans 10:13-15; Ephesians 2:8; Titus 2:11; 3:5-7).

b. The Evidences of Salvation

The inward evidence of salvation is the direct witness of the Spirit (Romans 8:16). The outward evidence to all men is a life of righteousness and true holiness (Eph. 4:24; Titus 2:12).

6. The Ordinances of the Church

a. Baptism in Water

The ordinance of baptism by immersion is commanded in the Scriptures. All who repent and believe on Christ as Savior and Lord are to be baptized. Thus they declare to the world that they have died with Christ and that they also have been raised with Him to walk in the newness of life (Matt. 28:19; Mark 16:16; Acts 10:47; Romans 6:4).

b. Holy Communion

The Lord's Supper, consisting of the elements, bread and the fruit of the vine, is the symbol expressing our sharing the divine nature of our Lord Jesus Christ (2 Peter 1:4), a memorial of His suffering and death (1 Cor. 11:26) and a prophecy of His second coming (1 Cor. 11:26), and is enjoyed by all believers "till He comes!"

7. The Baptism in the Holy Spirit

All believers are entitled to and should ardently expect and earnestly seek the promise of the Father, the baptism in the Holy Spirit and fire, according to the command of our Lord Jesus Christ. This was the normal experience of all in the early Christian Church. With it comes the enduement of power for the life and service, the bestowment of the gifts and their uses in the work of the ministry (Luke 24:49; Acts 1:4-8; 1 Cor. 12:1-31). This experience is distinct from and subsequent to the experience of the new birth (Acts 8:12-17; 10:44-46; 15:7-9). With the baptism in the Holy Spirit comes such experiences as an overflowing fullness of the Spirit (John 7:37-39; Acts 4:8), a deepened reverence for God (Acts 2:43; Heb. 12:28), an intensified consecration to God and dedication to his work (Acts 2:42), and a more active love for Christ, for His Word and for the lost (Mark 16:20).

8. The Evidence of the Baptism in the Holy Spirit

The Baptism of believers in the Holy Spirit is witnessed by the initial physical sign of speaking with other tongues as the Spirit of God gives them utterance (Acts 2:4). The speaking in tongues in this instance is the same in essence as the gift of tongues (1 Cor. 12:4-10, 28), but different in purpose and use.

9. Sanctification

Sanctification is an act of separation from that which is evil, and of dedication unto God (Rom. 12:1, 2; 1 Thess. 5:23; Heb. 13:12). The Scriptures teach a life of "holiness without which no man shall see the Lord." (Heb. 12:14). By the power of the Holy Spirit we are able to obey the command "Be ye holy, for I am holy." (1 Peter 1:15, 16).

Sanctification is realized in the believer by recognizing his identification with Christ in His death and resurrection, and by faith reckoning daily upon the fact of that union, and by offering every faculty continually to the dominion of the Holy Spirit (Rom. 6:1- 11, 13; 8:1, 2, 13; Gal. 2:20; Phil. 2:12, 13; 1 Peter 1:5).

10. The Church and Its Mission

The Church is the Body of Christ, the habitation of God through the Spirit, with divine appointments for the fulfillment of her great commission. Each believer, born of the Spirit, is an integral part of the General Assembly and Church of the First-Born, which are written in heaven (Eph. 1:22, 23; 2:22; Hebrews 12:23).

Since God's purpose concerning man is to seek and to save that which is lost, to be worshipped by man, and to build a body of believers in the image of His Son, the priority reason for being of the Assemblies of God as part of the Church is:

- a. To be an agency of God for evangelizing the world (Acts 1:8; Matt. 28:19, 20; Mark 16:15, 16).*
- b. To be a corporate body in which man may worship God (1 Corinthians 12:13).*
- c. To be a channel of God's purpose to build a body of saints, being perfected in the image of His Son (Eph. 4:11-16; 1 Cor. 12:28; 14:12).*

The Assemblies of God exists expressly to give continuing emphasis to this reason for being in the New Testament apostolic pattern by teaching and encouraging believers to be baptized in the Holy Spirit. This experience:

- A. Enables them to evangelize in the power of the Spirit with accompanying*

supernatural signs (Mark 16:15-20; Acts 4:29-31; Hebrews 2:3, 4).

- B.** *Adds a necessary dimension to a worshipful relationship with God (1 Cor. 2:10- 16; 12, 13, 14).*
- C.** *Enables them to respond to the full working of the Holy Spirit in expression of fruit, gifts and ministries as in the New Testament time for the edifying of the body of Christ (Galatians 5:22- 26; 1 Cor. 12:28; 14:12; Eph. 4:11, 12; Colossians 1:29).*

11. The Ministry

The divinely called and scripturally Ordained ministry has been provided by our Lord for the threefold purpose of leading the church in: (1) Evangelization of the world (Mark 16:15-20). (2) Worship of God (John 4:23, 24). (3) Building a body of saints being perfected in the image of His Son (Ephesians 4:11-16).

12. Divine Healing

Divine healing is an integral part of the gospel. Deliverance from sickness is provided for in the atonement, and is the privilege of all believers (Isaiah 53:4, 5; Matt. 8:16, 17; James 5:14-16).

13. The Blessed Hope

The resurrection of those who have fallen asleep in Christ and their translation together with those who are alive and remain unto the coming of the Lord is the imminent and blessed hope of the Church (1 Thess. 4:16, 17; Romans 8:23; Titus 2:13; 1 Cor. 15:51, 52).

14. The Millennial Reign of Christ

The second coming of Christ includes the rapture of the saints, which is our blessed hope, followed by the visible return of Christ with His saints to reign on the earth for one thousand years (Zech. 14:5; Matt 24:27, 30; Rev. 1:7; 19:11-14; 20:1-6). This millennial reign will bring salvation of national Israel (Ezekiel 37:21, 22; Zephaniah 3:19, 20; Rom. 11:26, 27) and the establishment of universal peace (Isaiah 11:6-9; Psalms 72:3-8; Micah 4:3, 4).

15. The Final Judgment

There will be a final judgment in which the wicked dead will be raised and judged according to their works. Whosoever is not found written in the Book of Life, together with the devil and his angels, the beast and the false prophet, will be consigned to everlasting punishment in the lake which burns with fire and brimstone, which is the second death (Matt. 25:46; Mark 9:43-48; Revelation 19:20; 20:11-15; 21:8).

16. The New Heaven and the New Earth

"We, according to His promise, look for new heavens and a new earth, wherein dwells righteousness" (2 Peter 3:13; Revelation 21:22).

ACADEMIC CALENDAR - 2021/2022

August 3	Preschool starts
August 14	Fun Day: Parents Welcome
September 7	Labor Day- FCA closed
September 10	Grandparents Day
September 23	See You At The Pole- Parents invited
September 30	Chapel- Doors open 8:25
October 28	Chapel- Doors open 8:25
October 31	Community Wide "Harvest Fest"
November 26 – 27	Thanksgiving Holidays
December 1	In house Pre-registration with discount
December 17	Class Christmas Parties
December 18	Christmas Program
December 23 - 25	Christmas Break
Dec. 31 - January 1	New Year's Eve and New Year's Day
January 4	Back to Center
January 27	Chapel- Doors open 8:25
February 24	Chapel- Doors open 8:25
March 31	Chapel- Doors open 8:25
April 2	Good Friday- FCA Closed
April 28	Chapel- Doors open 8:25
May 31	Preschool and offices are closed
July 4	Preschool and offices are closed

***Some dates may be subject to change (Parent notes will be given if changes occur)**

Friendship Christian Academy

Chain of Command:

Laura Lott – Caregiver

Stephanie Osteen – Head Director / Administrator

Virgil Scherff – Superintendent / Senior Pastor

CENTER BOARD MEMBERS:

Superintendent: Pastor Virgil Scherff

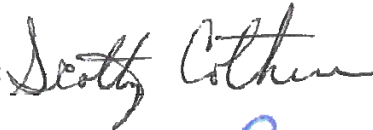
1. Alan Rentz:



2. Richard Woods:



3. Scotty Cothorn:



4. Wesley Smithey:



As FLL center board members, we have reviewed and approved the policies and guidelines described in this individual handbook for the center term 2022-2023.

**FCA Little Lions Preschool
184 Friendship Rd. / PO Box 104
Victoria, MS. 38679**

Phone: 662-838-4000

Fax : 662-838-4001

Email: fcaschools@zoho.com

Website: www.fcaschools.com

Office hours 8:00 am till 3:30 pm Monday through Friday at 3:30 pm

Friendship Little Lions Preschool is proud to be accredited by Cognia and licensed by MSDH.

Friendship Little Lions Preschool Policy Contract

Please carefully read, Sign, and return the following form to the center director.

I have been provided a Friendship Little Lions Preschool Parent handbook and agree to abide by all the policies and procedures therein. I agree to pay the following tuition, and late fees, or change in schedule fee amounts, and understand that these may change depending on the schedule and rate adjustments during the course of enrollment. A two week notice must be given for disenrollment. This contract can be terminated by FLL at any time if policies and procedures are disregarded by parents/guardians.

1st Child's Name _____ Weekly Tuition _____
2nd Child's Name _____ Weekly Tuition _____
3rd Child's Name _____ Weekly Tuition _____

_____ Weekly Tuition is due Friday the week of attendance every week. For your convenience you may pay with a credit card, cash, check, or cash app. If you prefer to pay monthly or bi weekly arrangements need to be made through the office.

Registration Fee \$100 per family is due upon enrollment.

Approved Start Date _____

_____ I have read and agree to the Tuition and payment policy for FLL Preschool
_____ I have read and agree to the Discipline & Guidance Policy for FLL Preschool.
_____ I have read and agree to the Wellness Policy for FLL Preschool.
_____ I give my permission for FLL to use photography/videos of my child for advertising, training and education purposes, and to be put on Face Book (names will not be used).
_____ I have received a summary of licensing standards and other materials designated by the licensing agency for such distribution.

Both parents must sign OR parent/guardian with sole custody of the child:

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

*FLL limits daily enrollment to 9 hours a day maximum. Fees will be applied for children left at FLL after 5 pm. Any change in originally scheduled hours needs to be approved by a Director/Administrator of FLL Preschool and is not guaranteed due to possible staffing and ratio restrictions. Change in Schedule fees will be applied.

Credit Card Payment Option

Friendship Little Lions is please to provide you with a credit card payment option for tuition payments. Every family will have the option to have a credit card on file with FLL Preschool.

Here is what you need to know:

Credit Card Option:

This option has a minimum 2% processing charge. Fill out a form in the office. Your weekly balance will be automatically charged to your credit card the Friday of each week or on the pre arranged schedule agreed to during enrollment.

FLL Preschool, The Payment Processing Form will be kept in our confidential, locked, filing system.

In order to further keep your information secure please deliver your completed Credit Card payment processing form directly to our main office.

If you have any questions, please contact our main office.

662-838-4000



MISSISSIPPI STATE DEPARTMENT OF HEALTH

CHILD CARE REGULATIONS SUMMARY FOR PARENTS

Dear Parents,

The *Regulations Governing Licensure of Child Care Facilities* require that child care providers supply you with a summary of the Child Care Regulations that govern the licensure of child care facilities. You will find that information below.

The Child Care Regulations are the rules and regulations that each child care facility in Mississippi must follow in order to maintain their Child Care License. You, as a parent, are entitled access to these regulations. Among the subjects covered in the Child Care Regulations are:

Licensing Requirements	Health, Hygiene, and Safety	School-Age Care
Right of Entry and Violations	Nutrition and Meals	Summer Day Camp & School-Age Programs
Facility Policies and Procedures	Discipline and Guidance	Hourly Child Care
Personnel Requirements	Transportation	Hearings, Emergency
Records	Diapering and Toileting	Suspensions, Legal Action and Penalties
Reports	Rest Periods	Release of Information
Staff Requirements	Feeding of Infants and Toddlers	
Program of Activities	Swimming and Water Activities	
Equipment, Toys, and Materials	Children with Special Needs	
Building and Grounds	Night Care	

APPENDICIES

Appendix A - Child Abuse and Neglect Reporting Statutes	Appendix F – Hand washing Procedure
Appendix B - Reportable Diseases	Appendix G - Diaper Changing Procedure
Appendix C - Nutritional Standards	Appendix H - Cleaning and Disinfection Procedure
Appendix D – Playground Safety	Appendix I - Communicable Disease/Conditions and Return to Child Care Guidelines
Appendix E - Dishwashing Procedure	Appendix J – Rules and Procedures for State Level Administrative Hearings

A full copy of the Child Care regulations should be located in the Director's office of your child care facility. It should be available for your examination upon request. You may also access the Regulations at www.healthymys.com (from the left menu, select Regulations and Licensure, then Child Care). You may direct your questions to the local licensing official, Kristen Taylor at 662-596-1153 or you may contact the Child Care Licensure office in Jackson at (601) 364-2827.

Should you have a complaint concerning a child care facility, contact the licensing official listed above or call the Child Care Licensure office, toll free, at **1-866-489-8734**.