**Satellite Beach United Methodist Preschool**

**Parent Handbook**

***Updated and Approved July 2018***

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Satellite Beach United Methodist Preschool Parent Handbook

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# PHILOSOPHY

Through a warm, accepting climate, we provide an educational program that encourages the growth of the whole child. Our continuous, interactive curriculum strives to meet the spiritual, physical, emotional, social, and intellectual needs of the preschool child. Under the guidance of qualified teachers, the unique talents and abilities of each child is valued. Since play is the language of children, a Christian atmosphere promotes healthy attitudes and places emphasis on the importance of good decision making. The intent of this program is to foster a positive outreach between the Satellite Beach United Methodist Church and the community. The preschool serves children who are at least two years of age by September 1st of the year in which they are enrolled.

# STANDARDS

Satellite Beach United Methodist Preschool is licensed by Department of Children and Families and visited by a representative of that office at least twice a year. The programs license is renewed annually and meets or exceeds all requirements set forth by the following organizations.

The center has been inspected and approved by:

* The Department of Children and Families (DCF)
* The Satellite Beach Fire Department
* Early Learning Coalition of Brevard (ELC)

The Preschool is a member of The United Methodist Association of Preschools (UMAP), Florida Conference.

# ADMISSIONS POLICY

Satellite Beach United Methodist Preschool admits students of any race, color, religion, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school.

# OUR STAFF

The staff is a team of dedicated professionals who have the welfare and best interests of your child as their top priority. In addition, every effort is made to maintain a low child-teacher ratio.

Everyone on the staff is required to have the State of Florida forty-hour childcare certification and five-hour literacy training offered through DCF (Department of Children and Families), with an additional minimum of 10 hours of childcare related training per year. The state requires fingerprinting and an extensive background check, which is done upon employment. Each classroom has a lead teacher with an AA, AS, FCCPC or BA and credits in Early Childhood Education or in process.

# CURRICULUM

The Preschool curriculum includes the following developmentally appropriate goals based on the guidelines and standards of both UMAP & VPK Florida Standards:

Children will grow **socially and emotionally** by learning to…..

* Listen
* Take turns
* Make new friends
* Make choices
* Think for themselves
* Follow simple directions
* Express feelings in socially acceptable ways
* Work both individually and in a group
* Identify with an adult other than a parent
* Feel safe and secure away from home
* Respect others

Children will grow **physically and mentally** by…..

* Developing large and small muscle coordination
* Developing visual and auditory discrimination
* Developing language skills
* Recognizing colors and shapes
* Recognizing some uppercase and lowercase letters
* Recognizing letter sounds
* Recognizing and writing some numbers
* Working creatively with their hands
* Learning to cut with scissors

Children will grow **spiritually** by…..

* Experiencing various types of prayer
* Hearing age-appropriate Bible stories
* Exploring God’s wonderful creation
* Celebrating major Christian holidays
* Singing songs about God and Jesus
* Hearing faith language such as *God, prayer, Jesus, love, and worship* used in the classroom

## Artistic Experience

An important part of the curriculum is art. A variety of materials are available daily in the classrooms. Playing with play dough, cutting, pasting, drawing, and painting are not only fun for the children, but appropriate experiences to promote learning. It is an opportunity for children to express original ideas, develop fine motor skills, improve coordination, learn to recognize colors, shapes, and textures and develop creativity along with pride in their accomplishments. The staff focuses more on what children are learning from the experience rather than the finished product sent home.

## Chapel and Music

A special chapel time with the pastor or other Christian educators is held once a week for three-day and five-day classes in the Sanctuary at the end of the day. The children enjoy songs, prayer and Bible stories.

All three-year-old and four-year-old classes have music other days of the week at the end of the day. Some songs they learn will be performed at music programs throughout the year.

## Program Enrichment

The Preschool invites resource people and special programs to enhance the curriculum. Events and programs are scheduled throughout the year.

## Field Trips

Trips are scheduled once or twice per year depending on when rooms cannot be used due to special events such as when the church is used as a polling site. Transportation for field trips is not provided. Parents are requested to drive their child.

There is always a need and appreciation for parental involvement to help make these programs and special events meaningful for the children.

## Lunch Bunch

Lunch Bunch is available to students in the Three-Year-Old classes and in the Four-Year-Old Classes. Lunch Bunch begins at noon and operates until 1:50 p.m. The car loop will open at 1:50 and all children must be picked up by 2:00. Children participating will bring a lunch clearly marked. All children will start on the playground for about 20 -30 minutes. The two programs are described below.

## Mixed Age Lunch Bunch

All students in the Three-Year-Old and Four-Year-Old classes are eligible for Mixed-Age Lunch Bunch which will provide more time for indoor free choice play. This program is conducted by the preschool aides. For permanent roster students, fees are paid in advance. Late fees will apply. The fees are based on a student being absent several times and averaged for the year. The preschool reserves the right to cancel Lunch Bunch for the day due to special events or lack of participation. There is no Lunch Bunch on the last day before Christmas break or the last day of school.

## VPK Extended Day Lunch Bunch

VPK Extended Day Lunch Bunch is available to enrolled VPK students for families who are interested in a teacher-led Lunch Bunch. It will be similar to the mixed age group lunch bunch, but it will be curriculum-based rather than free-choice based play and it will be led by a VPK teacher. It is an option for VPK students who will sign up for 3 or 4 days of VPK Extended Day. Students from all the VPK classes will have the option to participate in either the mixed age free play Lunch Bunch or go to the supervising VPK teacher’s room. (The morning VPK Instructional hours may be with a different teacher than the Lunch Bunch VPK Teacher.)

**Please refer to the Lunch Bunch Policies and Agreements page at the end of the preschool application. The schedule will be announced before school starts at Meet the Teacher.**

# POLICIES AND PROCEDURES

## Age of Child

A child must be two (2) by September 1st to be in the Two-Year-Old class, three (3) by September 1st to be in the Three-Year-Old class, and four (4) by September 1st to be in the Prekindergarten (VPK) program. All children in the Three and Four-Year-Old classes must be potty trained before entering school.

## Tuition

Tuition is due the first of every month, except for VPK students. A $25 late fee will be charged if tuition is received after the 10th of the month. Returned checks will not be processed again but will be assessed a $30 returned check fee that should be included with the reimbursement check, money order, or cash.

## School Hours

School hours are from 9:00 a.m. until 12:00 p.m. Monday through Friday. School begins promptly at 9:00 a.m. (except for the Two-Year-Olds) each morning. Prior to that time, teachers are busy with final preparations for the day. Parents are requested to remain outside the Preschool until doors are open. Classes end at noon and dismissal will begin shortly after 12:00. Please be prompt in picking up your child. Occasionally, a problem may arise to detains you. A phone call to inform the school that you will be late would be greatly appreciated.

## Before Care

Based on enrollment, 55 minutes of Before-School care in Room Y7 will be offered for a monthly fee or drop in fee. Children may be dropped off to play before being escorted to their classrooms. Please see the Lunch Bunch Policies and Agreement page at the end of the preschool application. The schedule for beginning Before-Care will be announced at Meet the Teacher.

## School Calendar

Opening Date, Closing Date, Holidays, and Emergency Days (Hurricanes) are the same as Brevard Public Schools. Every effort will be made to follow the makeup days identified by the school district, but Satellite Beach United Methodist Preschool reserves the right to alter days. Parent Orientation and Meet the Teacher will be scheduled for the week before school starts. A calendar of events will be emailed during the summer.

## Late Charge

A late charge of $1.00 will be applied for every minute after classes end and $1 for every minute after 2 pm for Lunch Bunch if a parent is late picking up their child.

## Drop off and Pick up of a Child

A reliable person must deliver and pick up your child. The person who brings the child must stay until a member of the staff has taken the child into the center. Your child will be sent home only with persons known by the staff to be authorized to check out the child. Additionally, direct permission may be given to staff in the form of a note for someone else to check out your child from the preschool at the end of the day. This adult will need to show a picture ID in order for a child to be released. After the first week, parents will be expected to drop their children off and pick them up without leaving their cars.

## Arrival Time

Arrival time is very important, and each child needs to have that special greeting time with their teacher. This positive interaction helps with the transition from home to school as your child begins the day. If parents are in the doorway trying to talk to the teacher or cope with a difficult separation, the teacher cannot fully focus on the students who are already present or those that are arriving. If a discussion is needed with your child’s teacher, please schedule an after-school meeting. **When delivering your child, it is your responsibility to make your child’s presence known to the teacher or assistant****and to sign in your child.** This is a Department of Children and Families (DCF) requirement. When the children are on the playground, at music, or chapel, please walk your child to the appropriate location, sign your student in and verbally touch base with your child’s teacher before leaving.

## Before-Care

Please park in the east parking lot and escort your student into the Before-Care room and sign in.

## 9am Drop Off by Walking Up

Please wait until it is time for the classes to open to enter the hallway. If early, please wait on the playground or sit on the benches by the Flag Pole. We request all parents and students walking up to wait until we have escorted all the Before-Care students to their rooms before entering the hallway. You will need to find your clipboard (it may be at the car loop) and sign in before delivering your student to the classroom. The above guidelines also apply to parents riding bicycles. Bikes should not enter the hallways.

## 9am Drop Off Via Car Loop

When dropping off your child, please display your child’s car tag (given at Meet the Teacher) from your rear-view mirror. **Cars should be turned off if the driver leaves the driver’s seat.**  Please refrain from being on your cell phones during drop off and pick up. This time is needed for teachers to talk to you.

## Noon Pick Up Via Car Loop

Safety is our first priority. Please follow these guidelines during this time:

When picking up your child, please display your child’s car tag (given at Meet the Teacher) from your rear-view mirror. This will only be necessary for a little while until the staff can quickly associate you and your car with your child. **Cars should be turned off if the driver leaves the driver’s seat.** Please stay with your car as theTeachers will escort the children to their cars and may briefly speak to parents about their child. **PLEASE FASTEN YOUR CHILD INTO THEIR CAR SEAT BEFORE MOVING YOUR CAR.** Exit the car loop in turn. Please do not pass cars that are still loading.

## Noon Pick Up by Pedestrian

If a child is not picked up using the drive-up method, cars should be parked in the West Parking Lot then walk to the lobby of the church using the North sidewalk that is parallel to Jackson Avenue. Please wait outside the North end of the lobby and the teacher will walk your child to you as soon as possible. Then exit immediately and return to your car the same way you entered. The above guidelines also apply to parents riding bicycles. Bikes should not enter the hallways.

## Lunch Bunch Pick up via Car Loop (begins at 1:50)

Due to limited staffing we ask that parents pull up, turn off cars and get out and find the sign out sheet that will be placed on the bench, then wait for a staff member to deliver your student to you. Please buckle your student into their car seat and then exit the car loop in turn. Please do not pass cars that are still loading.

## Lunch Bunch Pick up by Pedestrian (begins at 1:50) (rooms 1-4)

Cars should be parked in the West Parking Lot then walk to the entry area of the church using the South sidewalk along Lee Avenue. Please find the sign out sheet for your student on the bench, then wait for a staff member to deliver your student to you. Then exit immediately and return to your car the same way you entered. The above guidelines also apply to parents riding bicycles, scooters, skateboards, etc. Bikes should not enter the hallways.

## Procedure for Y9 (Two-Year-Olds) and Y8 (VPK).

These classes will not utilize a car loop. Please use the east parking lot and walk your student to the class, sign them in when the clip board with sign in sheets are available. Please keep the hall clear until the doors are open and the students in the Before-Care room have exited and cleared the hall. Parents wanting to deliver their student to the door, follow after all the Before-Care students and their aide have cleared the hall in front of rooms 5, 6, and 7.

## Bikes, Skateboards, Scooters, etc.

Bikes, skateboards, scooters and any other wheeled riding vehicle should not enter the hallways. They should be left along the building.

## Dogs

Dogs should not come to preschool. Some children have allergies. Dogs should not be in the hallway.

## Tardiness

Students are considered late after 9:10 a.m. when curbside drop off is over. Please consider that arriving late is a distraction and a time-waster for the rest of the classroom. Due to the expectations of the VPK program, chronic tardiness will be grounds for withdrawal from the program.

## Early Dismissal

If your child needs to be dismissed early, please send a note to your teacher stating the expected time of departure, so your child can be ready for pick up at their classroom. Please call ahead so the teacher can be notified if it is a last-minute event.

## Backpacks

Backpacks are optional, but we do request no wheeled backpacks. Backpacks should be large enough for art and should be adjusted to fit properly on the child.

## Playground

It is imperative the playground rules are followed. Do not let your child walk up the slides, hang from any of the bars, or jump off the high platforms. If a restroom is needed before school starts, do not go to a classroom and disturb the teacher. Use the restrooms in the Fellowship Hall or in the Y Building by the east parking lot. Families are welcome to play on the playgrounds after school hours, but please follow the preschool rules. Your child will tell us that you let them break the rules.

## Absences

Teachers do take roll each day per DCF and Florida statue, child care facilities must track if a child is not in attendance and speak to a parent/guardian with in an hour of their normal arrival time. This is an effort to prevent forgotten children in hot cars. Please communicate with the director or teacher via phone or email between 8:30 a.m. and 8:55 a.m. if your child will be absent. The preschool number is 777-0116 ext. 203. The teacher will have to start calling the parent/guardian if we do not receive a communication.

## Food

Please provide your preschooler with a wholesome snack every day, avoiding snacks with high sugar content. Snacks should be easy to open by your preschooler. Please do not send a snack for the class unless the teacher has requested it for a special occasion. Parents may not be aware that some children may have food restrictions and would be unable to participate in the snack. Water for the children will be provided. Absolutely no soda of any kind is permitted. The following foods are choking hazards and will not be served to our children: nuts, hard candies, whole hot dogs, popcorn, raw carrots cut in circles, large cheese chunks, and whole grapes. If one of these items is in your child’s lunch box, the staff is instructed to leave it in the lunch box and include a note to the parent explaining why the item was not offered to the child.

## Clothes

Washable play clothes are the most suitable for school. A complete change of clothes, including shoes and socks, should be sent to school and will be stored in the classroom for your child. Please mark each item with your child’s name and place all items in a zip-lock bag.

## Shoes

Shoes should be closed-in loafer or athletic-type shoes appropriate for running, jumping, climbing, and other preschool work. **Rubber sole shoes are best.** No cowboy boots (unless the boots have a rubber sole), crocs, platforms, high-heeled shoes, backless shoes, shoes with any gaps or sandals of any kind will be allowed. Shoes that flip off are unacceptable as well. If your child arrives at school with inappropriate shoes, you will be asked to take your child home with you and return with proper shoes. This includes special program days.

## Birthday Celebrations

Your child’s birthday is a special time and to help make it enjoyable, the following requests are suggested:

1. Bring a simple snack such as cupcakes or special cookies from a professional kitchen.
2. Birthday cups, plates and napkins are great to send.
3. Water is provided but juice may be sent.
4. “Goody bags” are welcomed but should be small and simple.
5. Your child will be given a birthday crown. Hats and balloons are not acceptable.
6. Planned games or other competitive activities will not be allowed.
7. Please feel free to come and visit your child’s class during party time. If possible, make arrangements for younger siblings so the focus on this special day can be on your birthday child. Please be on time!
8. Private party invitations will only be handed out if every student in the class receives an invite.

## Toys

The school is well stocked with educational toys. **Please do not allow your child to bring toys to school except** **on “Show and Share Day”.** The toys may cause a distraction to other children and take away from the child that has brought a special item. Please follow your teacher’s specific guidelines.

*Guns, swords, and war toys are not appropriate at school at any time.*

## Conferences

A parent-teacher conference is scheduled in April. In the event there is a need to speak with your child’s teacher earlier in the school year, please send a note to your child’s teacher or call to schedule an appointment. All teachers are happy to communicate through email.

## Parent Involvement

The staff looks forward to working with you throughout this school year. After teachers develop a trusting relationship with your child (about a month), visits to the school by parents are welcomed. Please make arrangements for younger siblings who might try to get “involved” in classroom activities. Parents dressed or speaking inappropriately in front of or to students will be asked to leave and not be invited to visit again.

## Traffic Parents

Volunteer parents are asked to come a little early on their day to walk students to the classrooms from the loop. Please only assist with this task if you do not have the responsibility of a younger sibling to hold onto while serving as a traffic parent. An adult is responsible for holding each child’s hand and ensuring the student arrives at the classroom door safely. If you are not the parent on duty that day and not asked to fill in for someone else, please do not linger by the loop. Parents should use discretion about what they talk about in front of the students. Focus on making the start of that child’s preschool day pleasant. Teasing students is never acceptable.

## Smoking

Satellite Beach United Methodist Preschool is a smoke-free environment. Smoking is not allowed on the church campus.

## Halloween

The school program does not celebrate Halloween. The traditional Halloween themes and symbols including witches, ghosts, death, black cats, superstition, fear, and darkness are contrary to basic Bible truths. We do not accept special treats, costumes or goodie bags portraying these themes. In general, smiling pumpkins, stalks of wheat, displays of produce and the like, are acceptable harvest symbols during this time of year. (Scripture References: Ephesians 5:11 and 2 Corinthians 6: 14-17, Deuteronomy 18:10-11).

## Christmas and Easter

The school acknowledges these holidays as joyous times of the year to enthusiastically celebrate and emphasize both the birth of Jesus Christ and His Resurrection from the dead. Activities and symbols that compliment these themes are prominent in our classrooms. Myths and symbols such as Santa Claus, elves, the Easter Bunny, and other secular symbols are acceptable, but are not emphasized in the program.

# HEALTH POLICIES AND PROCEDURES

## Records of Attendance

The Preschool will maintain records of attendance, health, and identification for each child.

## Medical Records

Your child’s health and well-being are of primary importance. Upon enrollment, a Statement of Good Health (State of Florida physical form) from a doctor and your child’s immunizations records must be provided to the school. These DCF forms can be obtained from your pediatrician. The school policy requires these forms be submitted at the time of enrollment. It is the parent’s responsibility to ensure their child’s immunizations and physical examinations are kept up-to-date. In order for the school to stay in compliance with state laws, a child cannot return to the center until these records are updated or a physician’s waiver is obtained.

## Health

All children will be observed upon arrival at school each morning and only well children can remain. The school staff is depending on parents to help maintain this policy. If symptoms of illness are noticed, parents will be called to take their child home. Should a child become ill during the day, the child may be isolated from other children and care will be provided until an adult can pick up the child. **It is the parent’s responsibility to pick the child up as soon as possible**! If work is more than 30 minutes from the preschool, arrangements to pick up the ill child need to be made with a friend or family member that is close to the school. Please ensure these names are on your child’s pick-up list.

**Please Note:** The fun of school likes to be shared with all the children that attend the Satellite Beach United Methodist Preschool Program, but illness is something that needs to stay at home and NOT be shared with anyone. The program is not equipped to take care of sick children.

**Keep your child home if the following symptoms are noticed within the past twenty-four hours:**

* Fever and sore throat
* A constant untreated cough
* Lice and nits in the hair. Student may not return until all nits are removed.
* Signs of possible communicable disease: skin rash, inflamed eyes, diarrhea, vomiting, and/or persistent runny nose

*If a child is sent home, the child may not return to school the following day. The Preschool Director and staff reserve the right to use their judgment, even if a doctor’s release was received for a child to re-enter school.*

## Notify the School

Please contact the school immediately if your child has a communicable disease or has been exposed to one.

## Medication

The center does not administer any medication to students nor allow students to administer it to themselves.

## Outside Time

The center is unable to offer care for children who cannot play on the playground. All children must go as a group to outdoor playtime. Picnic tables and benches are available for quiet activities while on the playground. Please keep your child home if your child is too sick to participate in outside play.

## Allergic Reactions

Please notify the school if your child is allergic to insect bites, foods, or any other substance that could be life threatening.

## Tuition and Fee Payment

Satellite Beach United Methodist Church Preschool uses ProCare Software, a Child Care Management Software System, and its integrated payment system Tuition Express, to collect tuition and program fees. Families may choose to use their checking account or a Visa or MasterCard.

A statement is sent to all families on the first of the month as a reminder that Tuition Express will be processed on the 5th of the month or the next business day. If a credit card is closed or expired and does not clear, a new card must be filed and all accounts need to be paid by the 10th of the month in order to avoid a late fee of $25. A student may not attend school if all fees are not paid by the 15th of the month, including late fees. Chronic late payments will result in a child’s ineligibility to participate.

Accounts paid by cash are due on the first of the month, all cash payments need to be enclosed in a sealed envelope with the student’s name and the amount of the cash enclosed as the preschool pays a third party to deposit cash and checks.

# CRISIS MANAGEMENT PLAN

## Emergency Plan

The SBUM Preschool’s emergency plan is attached. It is required by law to practice a fire drill once a month and a severe weather drill once a year. Please note there may be events when children will not be released due to dangerous conditions. Do not drive to the preschool in dangerous conditions of any kind, as children will not be released until the situation passes. The school will evacuate to the Nursery room, a windowless room with access to bathrooms, in the event of severe weather or chemical threat and remain in the room until the threat passes. The following locations are options depending on location and severity of threat.

## Emergency Evacuation

* The Rock (Old parsonage on the corner of Lee and Avocado)
* East Sunday school building (FaithLand or hallway)
* Schechter Center (Recreation Department on Jackson and S. Patrick)
* Nursery room for severe weather or chemical threat

**Satellite Beach United Methodist Preschool Crisis Management Plan**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Reason for Alert** | **Fire in the Building** | **Danger near the Building** | **Severe Weather (Tornado)** | **Chemical Threat** |
| **Signal for action:** | Fire alarm will sound | “There’s NO recess today” | Whistle will sound | Shelter in Place |
| **Action to be taken**:  **Response on WT** | Evacuate  None | Lockdown  Color of door (understands) | Move to Church Nursery  Color of door (understands) | “Shelter in Church Nursery, or stay in room per threat |
| **Details:**  Always carry your clipboard with emergency pick-up information and the emergency supply kit with you. | Turn off the lights and close the doors to the classroom.  Exit following the evacuation routes posted in each classroom. | Close all doors to the classroom and stay inside your room until you are given the “all clear”.  No one is to leave the classroom for any reason in this situation.  All students and staff in an outdoor area must move immediately to the **closest** secure classroom area.  Lower blinds. | Move all children to the Church nursery or Y10.  Close your classroom doors.  Set people in “watch” positions at different ends of the building with walkie-talkies.  Shift to “duck and cover” if tornado is sighted. | Evacuate the building as you would during a fire drill.  Office staff will be outside saying  “Shelter in Place” and will direct your class to the Church Nursery.  Doors will be sealed.  AC units turned off.  We will stay in the Church Nursery until the “all clear” has been given. |
| **To release a child during any emergency the adult must sign their name next to the child’s name on your attendance roster.** | Children may be released to parents as safety allows following our normal procedures.  The person MUST be on the written pick-up list. No verbal directions will be accepted.  Parent signature required on attendance sheet. | Children will NOT be released to parents during this time until cleared. | Children may be released to parents as safety allows following our normal procedures.  The person MUST be on the written pick-up list. No verbal directions will be accepted.  Parent signature required on attendance sheet. | Children will NOT be released to parents during this time, once we are inside the Church nursery. |
| **All Clear Call**. | Return to rooms. | We can go out for recess. | Return to rooms  (only if it is early in the morning). | Return to rooms (only if it is early in the morning) |

# SBUM PRESCHOOL GUIDANCE AND DISCIPLINARY POLICY

1. Clarification or gentle reminder of rules will be made to the child and the teacher will attempt to redirect the behavior until the child demonstrates appropriate behavior.
2. The child will be given a choice of a redirected, more calming activity. Example: water play, playdough, quiet book area.
3. The child will be removed from the situation and placed with the Director for quiet time until the child is willing to return to the classroom with appropriate behavior.
4. If a child continues to be disruptive while in quiet time with the Director, the parents will be called to take the child home for the day.
   1. After three calls home, the child will be observed, and a plan of action will be discussed. Outside resources may be recommended.
   2. A child will not be allowed to put him/her or others in danger. Violent behavior will not be tolerated. After three incidents, a student will be withdrawn.
   3. All discipline decisions made by the Director are final.

## Guidance and Discipline Practice

The staff encourages the development of self-control in young children through positive guidance and loving limits. Our objectives are:

1. Positive prevention measures to help eliminate negative behavior in the classroom.
2. Positive reinforcement techniques to help children learn appropriate behavior.
3. Positive intervention methods to help children control their negative behavior.

**Parents, please note a signed statement (provided separately) is needed indicating you have read, understood and accept the Guidance and Discipline Practices for SBUM Preschool listed below. This statement must be turned in to the Director before your child starts school.**

**THE FLORIDA ADMINISTRATIVE CODE**

**AND**

**GUIDANCE AND DISCIPLINE PRACTICES**

**Used by S.B.U.M. PRESCHOOL**

*10M-12.013 Child Discipline*

Childcare facilities must ensure that age-appropriate and constructive disciplinary practices are used for children in care.

1. Children shall not be subjected to discipline that is severe, humiliating or frightening.
2. Discipline shall not be associated with food, rest, or toileting.
3. Spanking or any other form of physical punishment is prohibited.