

## **FORMATION ABOUT ALL DAY LEARNING CENTER FULL & PART TIME**

The staff at the Learning Center teaches Christian values. We use Bible stories and Bible lessons to encourage healthy self-esteem, honesty, and sharing with others. The children engage in age appropriate, organized activities such as story time, hands-on learning centers, music time, and crafts. Hands-on learning centers include pre-reading, pre-math and science activities. Through play and discovery, children develop their cognitive, physical, social, and emotional skills.

### Potty-Training

Children need to be potty-trained prior to starting at WRC. Pull-ups are not acceptable. Children are reminded throughout the day to use the restroom.

### Appropriate Dress

Please dress your child in play clothes. Throughout the day the children may be engaging in activities where they will get dirty. Whether we are playing outside, painting, gluing, or coloring with crayons or markers, these things are done best in play clothes. Weather permitting the children play outside daily. Make sure your child is appropriately dressed for the weather. Young ladies must have shorts on under all skirts and dresses. If your child dresses for a special occasion or event, remember to send in a change of clothes for that day. We ask that you have several sets of extra clothes available for your child at the Learning Center. This way if there is an accident, something spills at snack times or lunch times, or they get really dirty, they will be able to change. Some days all these things will happen, so having extra clothes is very helpful. A backpack is the best way to carry extra items back and forth and to keep them from getting lost. **Label all items with your child's name.**

### Rest Time

Rest time is every day from 1:00 p.m. to 2:45 p.m. Send in a blanket, small pillow and a small stuffed animal (optional) for rest time. **Label all items with your child's name.** Each child will have a rest time cubby that will hold all rest items. *Parents are responsible for laundering nap items weekly.*

We understand that not all children nap, however, they do need a rest time. This is a time lying quietly on a cot allowing their bodies and minds to recharge. Generally, after 30 to 45 minutes of rest time, children who are not sleeping, will be allowed to get up and engage in quiet activities.

### Toys from Home

We request that children not bring their toys from home to play with at WRC. Bringing toys from home creates confusion and unnecessary conflict.

## Warwick River Christian Objectives for Full and Part Time Care

SPIRITUAL - Beginning to understand that:

- God made the world and all of nature.
- God made each of us.
- God's love for us is unending.
- God's love for us and the value He gives us is the basis for our self-esteem as well as the reason for respect for others.

PHYSICAL – Gross and fine motor skills:

- Maintain balance in "freeze" game.
- Balance while walking on tape line, balance on various beams.
- Jump with both feet in place.
- Strike hanging object with hand.
- Kick stationary ball.
- Use playground equipment constructively, safely with others around.
- Appropriately use manipulative toys such as puzzles, blocks, beads, etc.
- Appropriately use art materials such as paint, crayons and markers.
- Cut straight wide line with scissors.

EMOTIONAL:

- Able to separate from parents.
- Feeling secure and comfortable at the Learning Center.
- Willing to try new things.

SPATIAL RELATIONSHIPS (emerging skills):

- Identify up/down, in/out, top/bottom, over/under, near/far, go/stop.
- Identify body parts.
- Mirror simple body positions.
- Begin to demonstrate knowledge of own personal space and shared common spaces.
- Avoiding bumping into obstacles or other people.

SOCIAL:

- Able to bond and interact appropriately with teachers.
- Beginning to share and take turns.
- Able to tell other children when something is bothering them; able to assertively rather than aggressively, ask someone to "stop".
- Beginning to solve conflicts and find ways to get along.
- Independent in taking care of bathroom needs and beginning other self-help skills.

## Warwick River Christian Objectives for Full and Part Time Care

### INTELLECTUAL (cognitive – Language Arts and Reading Readiness):

- Be able to listen to a story.
- Participate in circle time.
- Listen and follow directions.
- Communicate with others through both talking and listening.
- Visually discriminate between different and similar objects and shapes.
- Follow verbal directions.
- Verbalize and recognize own name.

### Math:

- Exposed to assorted colors and shapes.
- Practice sorting, matching and sequencing.
- Recognize and name numerals 0 – 10.
- Count backwards from 10.

### Science and Social Studies:

- Field trips to reinforce themes.
- I'm a special person.
- Seasonal changes
- Holidays
- Jobs people do
- Farm and jungle animals, dinosaurs

## **ATTENDANCE**

### **Morning Drop off**

Our facility opens at 6:30 a.m. Children must be walked into the front office by their parent every day. A staff member will sign your child/children in on the daily roster.

### **Afternoon Pick-up**

All children must be picked up from the main office. Parents will need to enter the front office and a staff member will call the child to the office for dismissal. Only persons listed on the registration form will be allowed to pick up children. Staff members will request identification if the person picking up a child is unknown to the staff member. If you need to have someone not listed on the registration form pick up your child, you must call the office and give us the name of who will be picking up. They need to be sure they have their ID for verification. A staff member will also sign out the children when they are picked up on the daily roster. Our facility closes at 6:00 p.m.

### **Late Pick-ups**

WRC closes at 6:00 p.m. Traffic and unforeseen emergencies happen. If you are going to be late, please call to let us know. Cases of repeatedly being late to pick up your child will be handled individually. A \$20.00 fee per occurrence may be applied.

### **Enrollment/Attendance**

WRC attempts to give all patrons the best rate possible, according to our fee schedule. Patrons are only charged when the WRC services are used. Charges begin when the child enters our care, either through parent drop-off, school dismissal or bus drop-off. Patrons are not charged for absences such as vacations or illness. However, after one month of no attendance and no communication from you, we will remove your child from the roster. You will have to re-register after that time if you need to resume services.

## **PAYMENTS**

### **Fees**

Charges begin when the child enters our learning center and end when a staff member signs out the child. Fees start as hourly charges and depending on attendance may max out at a daily and/or weekly rate. We do not pro-rate hours. The first hour is at the current hourly rate. There is no charge for the first 10 minutes of the next hour. However, 15 minutes into the next hour results in a two-hour charge. Discounts do apply for siblings residing in the same household.

### **Statements and Payments**

Statements are emailed to patrons weekly, usually on Fridays. Account balances are to be paid on Monday, each and every week, unless prior arrangements are made with the Director. Charges on the statements are always dated the Friday that the week ends on, regardless of what days your child attended that week. We accept cash, checks, debit and credit cards. A fee is added to all debit and credit card transactions.

### **Return Check Fee**

A fee of \$30.00 will be applied to your account if your bank returns your check.

### **Late Payments**

If there are circumstances regarding your account that we need to be aware of, please discuss them with the Director. Delinquent accounts are subject to termination of services.

## **FOOD**

### **Breakfast**

The LC does not provide breakfast. If you would like for your child to eat breakfast here, please supply us with breakfast items. Due to limited storage space please send only a regular size box of cereal or oatmeal and a small box of waffles or pancakes (if your child likes these items). WRC will supply 1% milk, butter, and syrup. We stop serving breakfast at 8:00 a.m.

### **Meals and Snack**

The LC provides morning snack at 9:40 a.m. and lunch at 12:00 p.m. Before and After Care children attending during these times need to provide their own morning snack and lunch.

For children with food allergies or if you have dietary concerns, please address these issues with the Director. Depending on these allergies or concerns, the parent may be asked to bring in food for their child.

WRC strives to be a "nut free" environment, serving no nuts. However, we cannot guarantee other children will not have items containing nuts.

Prior approval is required before bringing in food items for birthdays or other celebrations. Please discuss this with the Director.

Daily Schedule for the Learning Center  
(This schedule may be adjusted as needed)

6:30 a.m. to 9:00 a.m. – Children are greeted, and breakfast is served (until 8:00), if needed.

Children engage in center time activities.

8:30 a.m. - Children attending WRC Preschool are walked to school.

9:10 a.m. – Denbigh Early students are escorted to bus.

8:45 a.m. to 9:00 a.m. - Cleanup and restroom time

9:00 a.m. to 9:40 a.m. – Circle time - Bible stories, music

9:40 a.m. - Morning snack time

10:00 a.m. to 11:30 a.m. – learning/activity centers

11:30 a.m. to 12:00 a.m. - playtime outside or inside

12:00 p.m. to 12:30 p.m. - Lunchtime

12:30 p.m. to 1:00 p.m. – Story time and Restroom time

1:00 p.m. to 2:45 p.m. – Rest/Nap time

2:45 p.m. to 3:00 p.m. Restroom time

3:00 p.m. - Afternoon snack time

3:15 p.m. to 6:00 p.m. - Supervised playtime or center time

CHAPEL

@ 9:15

MONDAYS

## **BEFORE AND AFTER CARE FOR SCHOOL AGE CHILDREN**

Warwick River Christian Preschool students:

- Are walked to their classroom at 8:30 a.m.
- Return when their classes are dismissed.

Newport News Public Schools students:

- Are supervised until picked up by their bus.
- Are met by a staff member upon their return by bus.

Buses from the following NNPS schools pick-up and drop-off at WRC: Denbigh Early Childhood Center, Charles, Deer Park, Dutrow and Sanford Elementary Schools & Gildersleeve and Booker T. Middle Schools

All Before and After Care Students:

- Once your child is registered, you may use the center as needed; the exception being when pre-registrations are requested during Christmas Break and Spring Break.
- Charges start when the child enters our care.
- On days that schools dismiss early or there is no school, your child may attend the LC all day.
- If your child has accidents, bring extra clothes that we can keep on hand. **Label all items.**
- May bring toys from home at their own risk. Label if possible and remind your child WRC is not responsible for lost or broken items. **No electronics are permitted.**

## **SUMMER CAMP AT WRC**

Children, who have completed 4-year preschool through 8th grade, may qualify for Summer Camp. Eligibility to attend Summer Camp will be determined by the Director. At Summer Camp, we put the emphasis on fun. Bible stories and activities are a daily part of our summer fun. Our summer camp program includes field trips, crafts, structured activities, free play, and weekly visits to a neighborhood pool.

Campers are grouped by the grade they just completed. On-campus activities are planned by the group leaders to be age appropriate for the different groups. Our summer camp program also includes playtime on our large playground.

Summer camp calendars will be given out the first day of camp. If you do not receive one, please ask for one in the main office. Check the calendar so that your camper is prepared for the day's activities. Label all items your child brings to camp. Things to keep in mind regarding summer camp and your child:

- Will need a morning snack and lunch every day. These items need to be in an insulated lunch box with ice packs to keep those items fresh and edible throughout the day.
- Will need a refillable water bottle every day.
- Dress for the weather, if it's raining and warm, we may play in the rain.
- Dress for the field trip planned for that day, such as socks for bowling or swim attire for swimming.
- On pool days have your child wear their swimming attire to WRC. Girls should wear clothes or cover-up over their suits. Boys may wear their suits as shorts with a shirt. Flip-flops or sandals work better on pool days than shoes and socks. Make sure the bathing suits fits properly and is modest.

- All campers must wear a swim shirt while wearing their bathing suits, the goal being to reduce sunburn and encourage modesty.
- Have clothes to change into when we return from the pool.
- Will need a towel on pool days.
- Apply sunscreen to your camper every day prior to arriving. Send sunscreen with you camper daily for it to be reapplied throughout the day as needed. Label their sunscreen, it is to only be used by your child.
- No electronic devices are allowed.



# WARWICK RIVER CHRISTIAN Preschool and Learning Center

252 Lucas Creek Road – Newport News VA 23602

Office: 757-877-2941 Fax:757-877-6510

## Learning Center Fee Schedule

### **Full & Part-Time Learning Center, including Summer Camp & Onsite Study Place (OSP)**

	Hourly	Daily (7 hrs.)	Weekly
First Child:	\$5.50	\$38.50	\$170.00
Second Child:	\$5.00	\$35.00	\$155.00
Third Child:	\$4.50	\$31.50	\$140.00

### **Before and After Care Preschool: Half Day 4K**

	Hourly	Daily (5 hrs.)	Weekly
First Child:	\$5.50	\$27.50	\$125.00
Second Child:	\$5.00	\$25.00	\$120.00
Third Child:	\$4.50	\$22.50	\$105.00

### **Before and After Care: All Day 4K – 8<sup>th</sup> Grade**

	Hourly	Daily (4 hrs.)	Weekly
First Child:	\$5.50	\$22.00	\$ 100.00
Second Child:	\$5.00	\$20.00	\$ 90.00
Third Child:	\$4.50	\$18.00	\$ 80.00

### **Registration Fees:**

#### **New Student: Full & Part Time Care, OSP or Before and After Care:**

First child: \$45.00/ Second Child: \$35.00/ Third Child: \$25.00

#### **New Summer Camper:**

First Child: \$65.00/ Second Child: \$55.00/ Third Child: \$45.00

#### **Returning Camper:**

First child: \$40.00/ Second Child: \$30.00/ Third Child: \$20.00

Learning Center accounts are billed via email every Friday. Charges are based upon usage of the Center for that week. Payment is due the following Monday or Tuesday. Payments not made by Friday are considered past due.

