

CLOVERDALE PRESCHOOL

Welcome!

It is our pleasure to welcome you and your child to Cloverdale Preschool. We hope that this will be a happy experience.

Cloverdale Preschool strives to provide a safe, loving and Christian environment. Our program is designed to help each child learn socialization skills, build self-esteem, motivate and challenge each child to learn and achieve as they are developmentally ready. We strive to make the transition from home to school an easy one for all. If you need to contact us during school hours, you may call the church office at 992-1060 or 293-0129.

The Cloverdale Preschool is an outreach ministry of the Cloverdale Church of the Brethren. A preschool board has been established to govern the total program of the school. The board is formed by selecting three church representatives. The director and the pastor are ex-officio members.

All Preschool activities, field trips, and special programs will occur during Preschool hours.

Traditional Preschool Yearly Term:

September (First day after Labor Day) through May (Friday before Memorial Day)

Classes

- 3-year-old: 2-day program, Tuesday and Thursday, 8:30-11:30am
- 4-year-old: 3-day program, Monday, Wednesday and Friday, 8:30-11:30am
- 5-year-old: 5-day program, Monday through Friday, 8:30-11:30am
- Extended Day 7:30am until 6:00pm, Added Fee
(For Extended-Day information, look under “*Extended Day Preschool*”)

ALL YEAR

Enrollment Process

- An application for enrollment may be obtained from the Preschool office or church office. 992-1060 or Preschool Cell 293-0129.
- Registration begins in January of the preceding school year for children of Cloverdale Church of Brethren Church members and for children currently enrolled in the program.
 - Registration opens to the community in February of the preceding school year.

ALL PROGRAMS

Current Fees

- Annual Registration Fee is \$50.00 (nonrefundable)
- Arts & Crafts Fee is \$25.00

Traditional Preschool Monthly Tuition

- Two-day program \$90.00
- Three-day program \$105.00
- Five-day program \$140.00

Items Needed

Book bag, a complete change of clothes in a **ziplock bag**, and a snapshot. 2 glue sticks, 1 box of baby wipes, 2 bottles hand sanitizer, 1 box of tissues, 2 rolls of paper towels, 1 bottle all-purpose cleaner, 1 box ziplock bags, 1 box crayons (box of 8 So Big), 1 bottle glue

- ❖ Please do not allow your child to bring toys or gum to school.

Snacks

Parents will be asked to bring a snack one time throughout the school year. Your assigned month will be in the monthly newsletter. These snacks are given mid-morning, unless prior arrangements are made for parties or special snacks brought by parents.

SNACK – 4 BULK ITEMS and one (1) pack of coffee filters.

Record of Immunization & Birth Certificate

A copy of your child's immunization record and birth certificate are required to be on file before your child can attend school.

Dress

Please dress your child comfortably, and remember we do paint and we do have spills. The paint is water-based, but some colors do stain slightly. Please label all clothing such as coats, sweaters, hats, etc. to avoid loss. We ask that the children wear tennis shoes.

Arrival and Departure

Please bring your child to the Goodbye Door when you arrive in the morning. A teacher will be waiting. At dismissal we ask that you wait in the pick-up area in the hallway. A teacher will walk the children to the parent. We have found this procedure to be the safest. Please call the church office or the Preschool cell number if you will not be on time. Following 11:40am, there will be a fee of \$1.00 per minute. Written permission **MUST** be provided when your child will be going home with someone other than a parent; otherwise, your child will not be allowed to leave school. For extended day (7:30am–6:00 pm) there will be a fee of \$1.00 per minute after 6:00pm.

Health and Welfare

We strive to maintain a healthy environment in our preschool. In the event of illness, we ask that you keep your child at home. Symptoms of illness include: runny nose, cough, sore throat, vomiting, diarrhea, earaches, rashes, and a fever within the last 24 hours. Please report any communicable disease to the Director so parents can be notified regarding exposure to their child. A daily health screening will occur if a child does not feel well or has a temperature. The parent will be called to pick up the child immediately.

School Calendar

Traditional preschool will follow the Botetourt County School calendar for holidays and snow days. During inclement weather, if the county schools start an hour late, we will begin at 9:30am. If they begin two hours late, we will be closed. Dismissal times on these days will remain the same. If they are closed, we are closed. Please listen to the radio and television on days you think school may be closed. We will follow Botetourt County snow make-up days, except on Saturdays, Good Friday, and days beyond the closing of preschool. All snow make-up days scheduled after May 31 will not apply to Cloverdale Preschool. Our monthly newsletters and calendars will inform you when Botetourt Schools are closed.

Extended-Day based on Botetourt Schools – 1 hour late, we open at 8:00am
2 hours late or schools closed, we open at 8:30am

Watch WSLS Channel 10 for closings and delays.

Extended-day holidays will be observed by the Center. (There will be no reduction of fees for these holidays.)

- Labor Day
- Thanksgiving Day and the following Friday
- New Years Day
- Good Friday
- Memorial Day
- Fourth of July

Conference

These will be arranged when you think there is a need for one or if we see a need for such. Please feel free to call us for an appointment. Also feel free to offer any suggestions and always know that you may talk to us about any problems that your child may be having.

Medication

It is helpful for you to notify the Staff if your child is taking any medication at home which might affect his or her usual behavior.

Christmas Gift Exchange

Each year at our Christmas parties the children exchange gifts. If you would like for your child to participate, please send a present (\$10.00 limit) to school on or before the party days. Boys bring a gift for a boy, and girls bring a gift for a girl.

Religious Exemption

Under Section 63.1-196.3 of the Code of Virginia, the Cloverdale Preschool is exempt from licensure. However, as an "exempt" child daycare center, the Cloverdale Preschool must file annually with the Department of Social Services an intent of operation and undergo annual health, fire and building inspections.

Insurance

The preschool has an accidental insurance policy that covers teachers and students in the event of an accident at school. The preschool carries no liability insurance.

Facilities

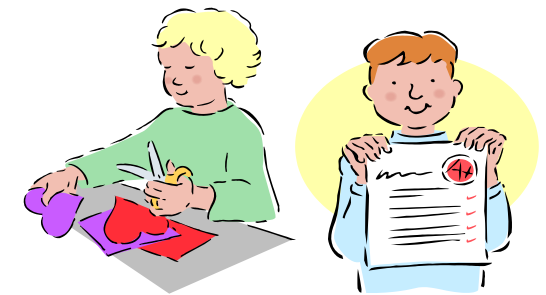
The preschool room is located in the Fellowship Hall of the church. This is a spacious room which allows the children freedom to play. Our learning centers consist of:

- 1) Art
- 2) Music
- 3) Books/Library Program – 3/5 day program
- 4) Tactile Play Centers
- 5) Nature Center
- 6) Creative Free Play
- 7) Large Muscle Activities
- 8) Home Living
- 9) Show-and-Tell
- 10) Extended Day

Extended Day for Preschoolers

- 7:30am – 6:00pm Year-round
- Bring Packed Lunch and Blanket in a tote bag for nap time. We will send the bedding home every other week to be laundered. *Please – No Stuffed Animals*
- Morning & Afternoon Snack Provided
- All fees listed include traditional morning Preschool.
- Afternoon Care:
 - 2 days a week \$65.00 Weekly
 - 3 days a week \$75.00 Weekly
 - 5 days a week \$100.00 Weekly
 - Drop-In Rate* \$30.00 Per Day
(Must be registered in traditional morning preschool)

Cloverdale Preschool



P.O. Box 85, Cloverdale, VA 24077
4708 Read Mountain Road, Cloverdale, VA
Church (540) 992-1060
Child Care Cell (540) 293-0129
Fax (540) 992-2965
Federal Tax ID # 54-1880630