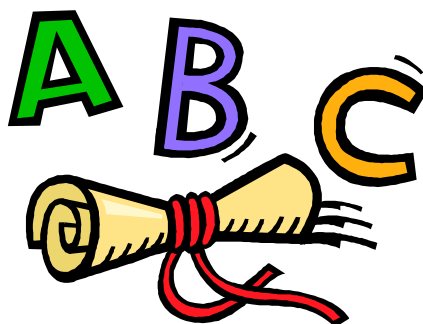


# COMMUNITY CHRISTIAN PRESCHOOL/CHILDCARE HANDBOOK

2010-2011



5500 18<sup>TH</sup> STREET EAST  
BRADENTON, FL 34203

School Office: 941-756-8748  
Childcare/Preschool: 941-755-4968

OFFICE@CBC-MINISTRIES.NET  
WWW.CBC-MINISTRIES.NET

Dear Parents,

**WELCOME** to Community Christian Preschool, a ministry of Community Baptist Church. Our goal is to provide your child with the best possible care in a loving Christian environment. If I can be of assistance, please do not hesitate to drop by the office or give me a call at 755-4968 between the hours of 8:00 a.m. and 4:00 p.m. or you may contact the school office at 756-8748.

Thank you,

Cheryl Stinton  
Preschool Director

### **Preschool Hours**

Preschool hours are from 6:30 a.m. to 6:00 p.m. Monday through Friday. We are in operation year round except for the following holidays:

New Year's Eve and Day

Easter Friday and Monday

Memorial Day

Fourth of July

Labor Day

Teacher Workshop Days/Conference

Thanksgiving (Thursday and Friday)

Christmas Eve and Day

### **Nondiscrimination Statement**

Community Christian School admits students of any race, color, and ethnicity to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origins in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

## Mission Statement

Statement: *Community Christian School is a local church ministry that helps the family fulfill its God ordained responsibility to educate children to be Christ-like.*

CCS trains two year olds through graduating seniors in the Christian faith through a structured comprehensive academic program that includes a Christian worldview curriculum; teachers and staff that have received Jesus as Savior; and sound educational methods.

The goal of Community's education of students is accomplished through the combined ministry of godly teachers and a balanced Christian curriculum which places strong emphasis on spiritual teaching, Bible knowledge, respect for authority, biblically oriented academics, fine arts, and athletics. CCS strives to evaluate each aspect of its operation by the Word of God.

## Church and School Working Together

**Community Baptist Church** is an independent Baptist church, the doctrine and philosophy of which is reflected in the teaching and operating procedures of Community Christian School. Quite literally, if there were no Community Baptist Church, there would be no Community Christian School.

We *ARE* a church; we *OPERATE* a Christian school. Our beliefs are reflected in the *Statement of Faith*. Therefore, the teaching in the CCS Bible classes is the same as our Sunday School classes and worship services. Students hear visiting speakers invited for purposes of spiritual enrichment in revival services, missions conferences, music seminars, dramatic presentations, and more.

Even the homework load is affected by our commitment to local church involvement. We have directed our teachers not to assign homework on Wednesday evenings (the night many churches have their midweek or prayer services) and to adjust accordingly when special services are in progress during a given week. We believe that if we are the church we ought to be, we can expect God to bless and lead us to operate the kind of school with which He, and you, would be pleased.

**Community Christian School** exists for parents and young people who sincerely desire a Biblically-based, traditional education. CCS has provided education for girls and boys in Manatee and Sarasota counties since 1968. Through the years the Lord has guided and met the needs of the school.

When choosing CCS, you can expect your child to receive a thorough Christian education which means our academic, social, emotional, physical, and spiritual philosophies are guided by the Bible, God's final authority to man. One of the goals of CCS is to channel students into a Bible college or Christian university that holds to the doctrine of Community Baptist Church.

We also strive to prepare students to serve the Lord in a vocation if they do not wish to attend college.

Our dedicated faculty and staff regard your child as a sacred trust and will diligently endeavor to serve you. We are not perfect, but we are determined under God to use our abilities and expertise in building outstanding Christian citizens for our great nation and the Lord. You can expect high standards in all areas because we attempt to do everything as unto the Lord.

We trust you want a distinctively Christian education and environment for your child. Together our prayers and cooperation will produce living memorials of God's grace.

### **Statement of Faith**

The following statements are the basic, fundamental Bible beliefs of Community Christian. They are not meant to be comprehensive. A more detailed doctrinal statement is available upon request.

#### **WE BELIEVE...**

**The Bible is our only authority and rule** for what we believe and how we live. Every Word is true in all 66 books of the Bible. The Holy Spirit is the true Author of the Bible. The human writers wrote under the inspiration of the Holy Spirit. We use the King James Version in both church and school.

**The one true God** exists eternally in the Persons of Father, Son, and Holy Spirit. These three are one; God is a Triune Being. As the supreme Ruler of the universe, He is worthy of all our love, honor, worship, and confidence.

**Jesus Christ is God** and has existed coequally with the Father and the Holy Spirit forever. He is both God and Perfect Humanity in one Person. He was born of the virgin Mary through the power of the Holy Spirit without aid of a human father. He could return to earth at any moment. His return will be before the Tribulation and before the Millennial Reign.

**The Holy Spirit is God** and has existed coequally with the Father and the Son forever. He lives within every person who has received Christ as Savior. (Community Baptist Church believes that the sign gifts, including tongues and healing, are not for this present day. We reject the present-day Charismatic movement.)

**Satan is a real being.** He rebelled against God and was expelled from Heaven. He is God's enemy and the enemy of the believers. His ultimate end is the Lake of Fire. Demons give allegiance to and serve Satan. Angels give allegiance to and serve God.

**Every person is a sinner.** Adam and Eve were historical, real people. They were created in innocence, but voluntarily disobeyed God and fell into sin. The human race fell into sin when Adam sinned, and now every person is born with a sinful nature, an inborn tendency to sin. All mankind is sinful and under the just condemnation of a holy God. We have no excuse. Mankind is not the product of evolutionary processes.

**Salvation and the forgiveness of sin** are based completely on God's grace. The only two conditions for receiving His salvation are the conditions of repentance and faith. The death of Christ by the shedding of His blood is the only payment for man's sin. We cannot work to earn salvation, but when we are saved, we will serve God.

**Once saved, always saved.** We believe that all the redeemed, once saved, are kept forever by the power of God and are thus secure in Christ forever. We believe it is the privilege of the believer to rejoice in the assurance of his salvation through the testimony of God's Word, which, however, clearly forbids the use of Christian liberty as an occasion to the flesh (John 6:37-40; John 10:27-29; Romans 8:1; I Corinthians 1:4-9; I Peter 1:5; Romans 13:13-14; Galatians 5:16; Titus 2:11-15).

**Children of our families** need an education which trains them not to walk in the counsel of the ungodly (Psalm 1:1), and families need to obey Colossians 2:8, "Beware lest any man spoil you through philosophy and vain deceit, after the tradition of men, after the rudiments of the world, and not after Christ."

**Christ instituted the Local Church** with pastors and deacons as its two officers. Its two ordinances are the Lord's Supper and Believer's Baptism by immersion. Every local church is self-governing. Each believer can come to God individually without human or saintly intervention. Each believer has the right to worship God in accord with his conscience without coercion. We do not believe in a State Church.

**Heaven and Hell** are real places where real people go. A person is assured of going to Heaven after death if he has repented of his sin and received Christ as Savior. A person who rejects Christ will be separated in Hell and away from God forever.

**Music originated with God,** and He has given the ability and capacity for producing and appreciating music. Community Baptist Church and Christian School is committed to sacred music which is true to the Bible and which glorifies Jesus Christ. We use traditional Christian music ministered by believers whose lives back up what they sing. We do not use "Christian Contemporary Music" or "Christian Rock" in any part of our ministry, including the youth program.

## **Statement of Philosophy**

- We believe that each student is a distinct, individual creation of an omnipotent God. (Ephesians 2:10; John 1:2; Ecclesiastes 12:1)
- We believe that each individual is the creation of God and, therefore, the property of God. (Psalm 119:73; Colossians 1:16; Hebrews 2:10)
- We believe that each man must be a careful and faithful steward of his conscience. (Acts 23:1, 24:16; I Corinthians 8:7-10; I Peter 2:19; Hebrews 10:22)
- We believe that each individual student is directly responsible to God for the direction of his life. (Psalm 119:105; Proverbs 16:9; Psalm 37:23)
- We believe that an individual who allows the Lord to govern his life will demonstrate proper Christian character. (Matthew 12:34-35; Colossians 2:6-7; Proverbs 3:5-6)
- We believe that we need to establish models of Christian character for our students to emulate. (I Timothy 4:12; Titus 2:2-5; Proverbs 23:26)
- We believe that parents have a God-given responsibility of educating their children and that the Christian school acts as an extension of the Christian home. (Proverbs 22:6; Deuteronomy 6:6-9; Ephesians 6:4; II Timothy 3:15)
- Thus we believe that a Christian school is Christian teachers training Christian students with a Christ-centered philosophy.

## **Affiliation/Accreditation**

Community Christian School/Preschool is a member of Florida's Sunshine State Association of Christian Schools (SSACS) and a member of the national organization, American Association of Christian Schools (AACCS). As a ministry of Community Baptist Church, CCS is accountable to the membership of the church.

CCS is regionally accredited by the North American Christian School Accrediting Agency (NACSAA). NACSAA accreditations are recognized by the state of Florida. Also, the school is nationally accredited by the American Association of Christian Schools (AACCS).

## **GENERAL POLICIES AND PROCEDURES OF THE PRESCHOOL**

### **Admission**

Children are accepted in the Preschool who will profit from group experiences in a controlled atmosphere. At the end of a six week period, it may be determined that a child will not profit from our services and other arrangements may have to be made.

We reserve to right to discontinue our service to any parent at any time.

### **Age Limit Cut-Off Date**

Children entering CCS Preschool will be admitted according to their age on September 1. Two, three, and four year olds must be two, three, or four on or before September 1 for eligibility into the K2, K3, or K4 programs

### **Health Forms**

A current School Physical Form and Florida Certification of Immunization must be on file for each child. **The immunization form should be updated each time your child receives an immunization.**

These records must be signed by a local physician or by an official of the Manatee County Health Department and sent in within the first thirty (30) days of enrollment.

### **Financial Policies**

Monthly charges are due by the 1<sup>st</sup> of the month and are late after the 10<sup>th</sup> of the month.

**Childcare services will terminate if an account is not paid by the 15<sup>th</sup> of the month. Notification of termination can be written or verbal and is not subject to any time interval.**

A child's name will be dropped from the roll if absent for two (2) consecutive weeks unless prior arrangements have been made.

### **Lunch**

Lunches are to be sent to school daily; the school does not provide lunches. Drink and snack machines are available for use. Milk tickets are available for purchase.

Please send your child's lunch and drink in a lunch box with an icepack. Foods that need to be heated should be in a microwaveable container. No cans please.

### **Outdoor Play**

Each day the children will be allowed to play outdoors, except in inclement weather. Make sure your child wears suitable clothing each day.

### **Dress Code**

Knee length garments (shorts, dresses, skirts, etc.) must be worn. No spandex or tight shorts are permitted. Please no inappropriate slogans or writing on T-shirts. No necklaces, chains, or earrings for boys are permitted. Boys are to have basic, neat haircuts.

### **Spare Clothes**

If your child is in K2 or K3, please provide at least one set of play clothes to be left at school. Mark the child's name clearly on the tag. When that outfit is used, please send another outfit to replace it.

### **Illness at School**

PLEASE DO NOT SEND A SICK CHILD TO PRESCHOOL.

No child will be accepted with a fever, diarrhea, vomiting or pinkeye. If a child develops one of these symptoms after they are dropped off, we will call you to come pick them up. Please come or send someone within thirty (30) minutes. After being fever free, children sent home must wait twenty-four (24) hours before returning, unless a doctor's note states that they are no longer contagious.

Although these guidelines may seem strict, please understand that they are in the best interest of the children and the workers.

### **Communicable Disease Policy**

CCS desires to maintain a healthful school environment by instituting controls designed to prevent the spread of communicable diseases. The term "communicable disease" shall mean an illness which arises as a result of a specific infectious agent which may be transmitted either directly or indirectly by a susceptible host, infected person, or animal to other persons.

A teacher or administration official who reasonably suspects that a student or employee has a communicable disease shall immediately notify the school administrator. The reportable diseases include the following: Acquired Immune Deficiency Syndrome (AIDS), Aids Related Complex (ARC), Amebiasis, Animal Bite of Humans by a potentially rabid animal, Anthrax, Botulism, Brucellosis, Campylobacteriosis, Chancroid, Dengue, Diptheria, Encephalitis, Giardiasis, (acute), Gonorrhea, Granuloma Inguinale, Hansen's Disease (Leprosy), Hemorrhagic Fevers, Hepatitis, Histoplasmosis, Human Immunodeficiency Virus(HIV), Legionnaire's Disease, Leptospirosis, Lumphogranuloma Venereum, Malaria, Measles (Rubeola), Meningitis, Meningococcal Disease, MRSA, Mumps, Paralytic Shellfish Poisoning, Pertussis, Pesticide Poisoning, Plague, Poliomyelitis, Psittacosis, Rabies, Relapsing Fever, Rocky Mountain Spotted Fever, R. Rickettsia, Rubella including congenital Salmonellosis, Schistosomiasis, Shigellosis, Smallpox, Syphilis, Tetanus, Toxoplasmosis (acute), Trichinosis, Tuberculosis, Tularemia, Typhoid Fever, Typhus, Vibrio Cholera, Vibrio Infections, and Yellow Fever.

Any student or employee with a communicable disease, for which immunization is required by law or is available, shall be temporarily excluded from school while ill and during recognized periods of communicability. Students and employees with a communicable disease for which immunization is not available shall be excluded from school while ill. If the nature of the disease warrants, the school may require a physician's examination of the student or employee, to verify the diagnosis of the communicable disease.

This school reserves the right to make all final decisions necessary to enforce its communicable disease policy and to take all necessary action to control the spread of communicable diseases within the school.

### **Naptime**

Preschool children will take an afternoon nap each day. A kinder-mat is provided by the school for nap time. Please send a small blanket and, if you desire, a small pillow with the child for use during nap time.

### **Parent Pick-Up**

Should someone other than those persons listed on the *Enrollment Application* need to pick up your child, written permission must be provided in advance.

### **Parent-Teacher Meetings**

In K4, Parent-Teacher Meetings may be scheduled soon after report cards are sent home (First Quarter only). Additional conferences are encouraged any time during the school year when parents desire more information about their child. You may visit your child's classroom; however, we ask that you schedule the visit by contacting the office and the teacher. We want to encourage families to visit!

### **Communication**

Should you ever become dissatisfied with the Nursery/Preschool or any of its services, please discuss the problem with the Director rather than other parents. We are eager to provide loving and effective care for your child. And we are also eager to help you with any problems you may encounter.

### **Discipline**

In addition to learning academic material, students at CCS are taught respect for God, human authority and country. Proverbs 22:6 says *Train up a child in the way he should go: and when he is old, he will not depart from it.* From this we see that child training and good discipline begin at an early age.

The ultimate purpose of the discipline policy at CCS is to develop the child's Christian character and self-discipline, things which are so vital to every aspect of life. It is important for parents to read the CCS discipline policy carefully before enrolling a child in the Daycare program. Any questions or concerns parents may have should be addressed prior to officially enrolling a child.

**The CCS Preschool discipline procedure is as follows:** (progressing from the least to the more serious problems):

1. A verbal reminder is given to the child.
2. A time out during class time is given.
3. The child loses a portion of playtime.
4. A disciplinary note explaining the problem is sent home to the family, which must be signed and returned the next school day.
5. The child is sent to the Preschool Coordinator.
6. The family is called in order for the child to be removed for the remainder of the school day.
7. If the above steps do not produce visible results of improvement, the child will be removed from the Preschool/Childcare.

(Given that biting is a very serious offense, the child will be sent home for the first incident. The family will be given written notification of the incident. If the child bites a second time, removal from the Preschool/Childcare may be required.)

**WHAT GOES ON IN  
NURSERY/PRESCHOOL AT  
COMMUNITY CHRISTIAN SCHOOL**

The Nursery provides childcare for twelve to twenty-four month old infants from 6:30 am to 6:00 pm. The Preschool program is designed to provide the two, three, and four-year-old children with an exciting day of physical and mental instruction. The classes are enjoyable and frustration-free. The three R's are definitely considered in the learning experience. The Preschool children delight in the enrichment activities which expose them to phonics, number concepts, patriotism, and children's literature. Music sessions, art and craft activities, simple science observations, unit studies, play times, motor skill development, and an emphasis on the Word of God make up the day of a preschooler.

**YEARLY GOALS:**

**K2 – Two Year Olds**

<b>Language Arts</b>	Language development and listening skills that include color words, shapes, animals, transportation, countries, health, safety, community helpers, manners, and science.
Phonics	Recite Alphabet Vowels (short sound) Consonant sounds
<b>Numbers</b>	Simple counting 1-25 Number concepts 1-10
<b>Bible</b>	Hymns and choruses Memory verses Bible stories

**K3 – Three Year Olds**

<b>Language Arts</b>	Recognition of name, sound, and picture for short vowels and consonants Formation of vowels and consonants in upper and lower case Language development and listening skills that include color words, shapes, animals,
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transportation, countries, health, safety, community helpers, manners, and science.

**Numbers** Simple counting 1-30 (count objects)  
Number concept 1-15  
Counting to 100 by 10's

**Bible** Lessons such as Creation, Noah, Samuel as a boy, Daniel, the boyhood of Jesus, Zacchaeus, Good Samaritan  
Bible Drill  
Bible Verses

## **K4 – Four Year Olds**

### **Language Arts**

Recognition of name, sounds and pictures of short vowels and consonants  
Reading word families  
Reading of sentences and stories with one vowel words  
Initial and final consonants

#### **Cursive Writing**

Formation of letters, blends and words  
Writing of first name

#### **Poetry**

Poems and finger plays committed to memory

#### **Language**

Language development and listening skills that include color words, shapes, animals, transportation, countries, health, safety, community helpers, manners, and science

**Numbers** Counting 1-100  
Number concepts 1-20  
Numbers before and after 1-20  
Numbers largest and smallest 1-20  
Addition facts, calendars, clocks, coins, measurement, ordinals, and fractions

**Bible** Students learn how to think, grow, know and live God's way. Included are Bible character stories, music, activities and memory work

**Social Studies** Patriotism, community helpers

**Science** Environment, seasons, plants, animals, weather, space, magnets

**Art & Music**

# Preschool Textbook List

## K2

Learning Numbers w/Button Bear  
Child Art for 2 yr. olds  
Summer Fun w/Amber Lamb

## K3

Letters & Sounds  
Numbers & Skills with Button Bear  
Child Art for 3 yr. olds

## K4

Bible Truths  
ABC 123  
Art Projects K4  
ABC Writing Tablet  
Writing with Phonics  
Readiness Skills

## Supply List

*(Please label all personal items with the child's name)*

### NURSERY

Diapers – Need to be sent in daily, or you may send a full bag of diapers for the week. A note will be sent home when your supply is low and you need to send more.

Diaper Wipes – Two containers of wipes are needed. A note will be sent home when your child runs low.

Spare Clothes – Two sets of clothing are necessary each day and should be placed in the diaper bag. Mark your child's name clearly on the tags.

Breakfast – You may send your child's breakfast to school in the morning if they arrive before 8:30am.

Lunch – Send a nutritious lunch daily; the school does not provide lunch.

Drinks – You may send in one container of juice and milk for the week. Your child will also need sippy cups or bottles.

**TWO/THREE-YEAR-OLD PRESCHOOL (K2/K3)**

Two large boxes of Kleenex for class  
Two large boxes of moist wipes for class  
Fresh fruit or vegetable each day  
Change of clothing-name on all labels  
Lunch

**FOUR-YEAR-OLD KINDERGARTEN (K4)**

Two large boxes of Kleenex for class  
Two large boxes of moist wipes for class  
Fresh fruit or vegetable each day  
Lunch-only for those staying after 12:00 p.m.

## **Overview of Community Christian School**

Throughout the school there is an emphasis on sound academics, self-discipline, and love of God and country. Each division of school builds upon the other as well as incorporating Christian principles.

In the twelve month old Nursery, we provide the tender care needed for proper child development.

Children entering CCS Preschool, Kindergarten, and first grade are admitted according to their age on September 1<sup>st</sup>.

In the Two and Three Year Old Preschool, we present the little ones with activities and experiences that “get them ready” for the Kindergarten program that is available for Four and Five Year Old children. The academic Kindergarten is a learning experience at CCS. During the first year of “formal” schooling, we introduce the basics: phonics, reading, cursive writing, arithmetic, historical and scientific units, music, art, and physical play. This enjoyable and purposeful environment equips the Kindergarten graduates adequately for first grade.

Prospective first graders enter the CCS Elementary School (K5-G6) where learning and achievement are taken seriously. Dedicated teachers are trained to present the subject matter and concepts of each grade, to carefully conduct the classes, and to stress character training that produces good manners, respect, honesty and obedience to authority.

In Junior High School (G7-G8) at CCS, we make every effort to give the best possible preparation for High School. This is done by expanding upon previously taught subjects.

The CCS High School (G9-G12) endeavors to offer an education that will cultivate the intellectual abilities of the student. We offer courses that give the student a foundation for college or the business world upon graduation. In both case, CCS graduates fare well and often are outstanding. Information about enrolling in Community Christian School is obtained by calling the office at 756-8748, between the hours of 7:45 a.m. and 4:00 p.m. Monday through Friday.

We hope, should you choose CCS for the education of your child, that you will see it as a complete educational opportunity which only begins in Preschool and is not completed until High School graduation.

## **GOD'S PLAN OF SALVATION**

The question is --

If you died today, do you know 100% certain that you are going to heaven?

1. The Bible says that we are all sinners. *For all have sinned and come short of the glory of God.* Romans 3:23 "All" means everyone, including you and me.
2. Because we are sinners, we are going to pay the penalty for our sin. *For the wages of sin is death.* Romans 6:23a
3. However, God has provided a way of salvation. Romans 6:23b states, *but the gift of God is eternal life through Jesus Christ our Lord.* Romans 5:8 reminds us, *But God commendeth his love toward us, in that while we were yet sinners, Christ died for us.* Jesus paid our sin debt, all of it, so that we can be forgiven and be with Him at death.

**And when can you accept Christ? Today is the right day; now is the right time.**

This is how:

1. Confess to God that you are a sinner. Tell Him you believe Jesus Christ is God, and that you believe Christ's death and resurrection is the total payment for your sins.
2. Ask God to forgive your sins, to make you a child of God; and thank Him for doing so.

3. After you receive Christ as your Savior and are headed for Heaven, ask Jesus to take control of your life. Ask Him to be your Guide, your Leader, and your Lord. Get into a Bible-believing church and GROW!

REMEMBER: God says all of us need to be saved, no matter how good or how bad we may think we are. In Romans 10:13, God promises *For whosoever shall call upon the name of the Lord shall be saved*. (Delivered from the guilt and penalty of our sins, and made ready for Heaven.)