NEW FAMILIES INFORMATION PACKET

Enrollment Begins April 1

Pre-School Summer Camp June 3–July 19

7:00am–5:30pm Monday through Friday

Your child is eligible for our 2019 Pre-School Summer Camp if they are 2 years through Kindergarten

But Jesus said,
"Let the little children come to Me,
and do not forbid them;
for of such is the kingdom of heaven."
Matthew 19:14

12808 Woodruff Ave. | Downey, CA 90242 | *www.cccsdowney.org*
Pre-School (562)299-9100 K-6th Grades (562)803-6556 7th-12th Grades (562)803-4076

IMPORTANT INFORMATION

We are blessed to open our Pre-School Summer Camp to the church body of Calvary Chapel Downey and our community. We pray this will give more Christian families the opportunity to enroll their child in a Bible-based summer program. Please take a moment to carefully read the financial obligations of enrolling your child in the Calvary Chapel Christian Pre-School Summer Camp.

The Pre-School Summer Camp is a 7 week program running from June 3 – July 19, 2019. We are open from 7:00am–5:30pm, Monday through Friday. Core hours are 8:00am-12:00pm. All students must be in their classrooms by 8:00am.

Enrollment applications can be picked up in the Pre-School Office (Monday through Friday 8:30am–4:30pm). **Once completed, please return your application along with your non-refundable deposit of $100.00 to the Pre-School Office.**

FEES

Enrollment Begins April 1

A non-refundable deposit of $100.00 per child is due when turning in enrollment form.

This deposit goes towards the full $900.00 cost of the Pre-School Summer Camp.

ALL PROGRAM FEES MUST BE PAID IN FULL BY June 3

Please be advised: Bounced checks will be charged a $25.00 returned check fee. You will have two days to replace payment or suspension of your child will occur until payment is current.

Any accounts with an outstanding balance on the first day of the Pre-School Summer Camp will not be allowed to stay unless the balance is paid in full prior to entering the classroom. We cannot guarantee that your child's spot will be held as space is limited.

ADMISSION GUIDELINES

We believe the Bible mandates that the primary responsibility of each student's education rests with the parents. We view the school's role as one of partnership with the parent(s) in this endeavor. On occasion, the atmosphere or conduct within a particular home may be counter or in opposition to the biblical lifestyle the school teaches. This includes, but is not necessarily limited to, sexual immorality, homosexual sexual orientation, or inability to support the moral principles of the school. In such cases, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student. In order to establish and maintain a successful partnership, it is essential that parents be in agreement with the philosophies and intentions of the school. (As referenced to in the CCPS Parent/Student Handbook)

The students who are considered for enrollment are students who:

- Have at least one custodial parent who has accepted Jesus Christ as their personal Savior and is attending a Bible teaching church on a weekly basis whose doctrinal position supports the Calvary Chapel Christian School *Statement of Faith* (see attached).
- Parent(s) are willing to comply with the school's standards as printed in the *Parent/Student Handbook.* Please review the handbook on our website at cccsdowney.org, prior to submitting your application.

DRESS STANDARD

Children should be dressed in clothes that are easy for them to manage. Clothes that are roomy and washable are encouraged. Oversized/undersized clothing is unacceptable. Girls must wear shorts under dresses. Rubber sole shoes are recommended. Open toe sandals are not be accepted. Parents must leave the teacher an extra pair of shoes and clothing in a "zip-lock" bag. These clothes will be kept in the children's classroom cubby and used when needed. Any types of children's tattoos are inappropriate for Pre-School and will be covered and or removed. All sweaters, coats, jackets, towels, blankets, and lunch pails should have the child's name on the inside label or tag.

LATE PICK UP

A late fee of $25 dollars will be charged for any child who is not picked up by 5:45pm. A $25 dollar additional late fee will be charged every 15 minutes thereafter. If a child is not picked up by 6:00pm with no notification from parents or those on the Emergency contact/pick up list, a sign will be on the Pre-School's front door indicating the child's location at the local police department. If you know that you will be arriving late you must call the Pre-School with an estimated time of arrival.

PERSONAL BELONGINGS

Please clearly label your child's personal belongings. *CCCP* staff is not responsible for your child's personal belongings, though we will remind them to collect their things before leaving.

LUNCH TIME

Lunch time is scheduled from 11:30pm-12:00pm. All lunches provided from home must be freshly cooked and packed daily. Please do not bring back any uneaten lunches. We cannot prepare any items which need to be warmed up. All lunches must include a cold pack to maintain cold food and brought in a thermos to maintain warm food. We do not refrigerate nor heat up any lunches. The staff will assist children with their food items. A Lunch Menu will be provided each month as an option to be purchased daily. You may purchase lunches at $4.00 each. Please mark an "**X**" by your child's name indicating you would like to use a hot lunch that day. You may mark a "**C**" for a chicken nugget substitute, or "S" for the chicken salad substitute. All lunches are served with bottled water. Any unused credits will be carried over to the next month. If you do not provide a lunch nor mark an "X/C/S" in the box next to your child's name indicating they need a lunch provided by CCCP, an emergency lunch will be provided at a $6.00 charge. Any unpaid lunches at the end of each month will be billed on your tuition statement at the cost of $6.00 per lunch.

SNACK TIME

All children will be served a mid-morning and afternoon snack from 3 of the 4 basic food groups. Please inform the office and teacher of any and all food allergies or restrictions.

INJURY

Minor injuries will be treated by a staff member. An "Accident/Incident Report" will be completed whenever an injury has occurred and a copy will be placed in the child's cubby for the parent. A staff member will administer first-aid treatment and transportation to a hospital for a non-emergency medical treatment. The parents will be notified first and given that option before the child is taken to the hospital for any non-emergency medical treatment. The paramedics will transport a seriously injured child to the nearest hospital with a staff member if allowed by the paramedics. All serious injuries are reported to the parents. All staff members are trained in CPR and in first-aid procedures.

IMMUNIZATION AND HEALTH RECORDS

All children must be fully immunized and/or in the process. A physician must complete a health form and physical exam updated to the current year.

HEALTH POLICY

Children cannot attend school if they are ill or have been ill in the past 24 hours. If a child appears ill during school hours, the parent will be contacted and required to pick up their child as soon as possible. Sick children should be picked up 30 minutes after receiving a phone call from the Pre-School Office. Parents are required to notify the Pre-School if their child has a contagious disease or serious illness and is out for more than three days due to an illness. Parents will be notified if their child's class has been exposed to a communicable disease at school. Children with the following illnesses: diarrhea, severe coughing, irregular breathing, pink eye, unusual spots or rashes, sore throat, infected skin conditions, stiff neck, vomiting, severe itching or ill behavior, a temperature of a 100 or higher, color discharge from nose or eye, will be sent home and should not return to school until they are symptom free for a 24 hour period. If the child is brought back to school the following day, parents will be called to pick up their child and will not be able to return to school until the completion of the 24 hour period or a physician's note is provided that states that the child is not contagious and may return to school.

MEDICATIONS

All medications must be brought in to the Pre-School Office in their original container with the doctor's orders attached. If the office is closed, medication should be given to the morning staff person. Written instructions on a specific school form must be completed and accompany the medication before it can be dispensed. This procedure must be done on a daily basis when needed. DO NOT PUT MEDICATION, INCLUDING COUGH DROPS, IN THE CHILDS LUNCH BOX, CUBBIE NOR BACK PACK.

SUNSCREEN

We want to keep your child safe in the sun during the summer. Each child needs to bring in their own **spray bottle of sunscreen.** The sunscreen needs to have your child's name on it and will be stored at camp for daily use. Your child's teacher will apply sunscreen to your child when needed. If any child refuses sunscreen, they will be asked to sit in the shade to avoid sun over-exposure. We have your child's best interest at heart in this matter and thank you for your support and cooperation.

Thank you so much for entrusting your children to us. We are looking forward to a wonderful summer and are excited to serve your family.

I _____ give permission to CCCP to apply the sunscreen which I provided for my

child _____ to be applied as needed throughout the day.

Please note: It is not the responsibility of CCCP to apply sunscreen on your child daily. This is only for emergencies and to re-apply after water play or on hot days when we are outside.
(Please note: We will also be on rainy day schedule if the weather does not permit us to be outside).

Parent Signature: _____ Date: _____