

Summer Stars 2024 a ministry of Willow Meadows Baptist Church

Times of Operation: 9:00-2:00, Early Birds 8:00, Kids Club 2:00–4:00

Days: Monday - Friday **Dates:** June 3 – August 9, 2024

Drop-Off hours: 7:55-8:20 / 8:55-9:15 **We ask for children to be signed into class by 9:15.**

Pick-Up hours: 1:45-2:00 / 3:30-4:00



CLOSED: Independence Day Holiday, July 2-5

AGES: Fun for children born between September 2018 and February 2023

*Children born between September 2018 and December 2020 must be fully toilet independent.

Date	Time	Who
March 20	8:00-11:00	Currently enrolled children
March 22	8:00-11:00	Children enrolled for 2024-25
March 27	8:00-11:00	Siblings of currently enrolled children, that will also be in attendance

To Enroll:

1. Turn in a completed Enrollment Card **&** Enrollment/Supply fee.
2. Turn in a *current* immunization record and Certificate of Health, by May 7.

Money Matters: Tuition is paid in 3 payments

1. On or before May 7
2. On or before June 4
3. On or before July 9
4. Tuition is due for ALL days reserved at enrollment – attendance is at your discretion
5. Make checks payable to: W.M.B.C.
6. A 15.00 fee will be due for returned checks and late payment.
7. A Tardy Tax will be due for each child picked up after 2:00 or 4:00. 1.00, per minute.

Summers Stars Mission Statement

Summer Stars offers young children the opportunity to feel love and a sense of self-worth while engaging in activities that will nurture the development of the whole child. Caring teachers, who live by Christian attitudes and behaviors engage children in experiences of active learning using all five senses, helping to bridge the gap between concrete experience and new concepts.

What to Bring



1. A lunch and water thermos, *each marked with name* - bring foods the child can self-feed.
2. A small snack, *marked with name for morning & a snack labeled KC & name*, for Kids Club.
3. A vinyl mat and towel to be left at the school, *labeled with name*.
4. A change of clothing; to be kept at the school, *labeled with name* on a zip lock baggie.
5. Children in diapers need to bring paper diapers.
6. Backpack large enough to transport art projects, papers, lunch box, etc.

Labeling is mandatory for all diaper bags, back packs, lunch containers.

What not to Bring

1. Medications of any kind, Rx or OTC
2. TOYS—stay at home or in the car
3. Sick preschoolers
4. Anything glass

Health and Safety

Medications: cannot be dispensed by any staff of Meadows Preschool.

All children must be up to date on immunizations: Provide a copy of the immunization record that can be kept in the office. Provide updated immunization records, at each birthday along with a new Certificate of Health. **TB tests** are not required by the Health Dept.. Teaching staff at Summer Stars are not required to receive vaccine preventable disease immunizations.

Ex. Flu shots

Allergies: children with allergies that require an Epi pen will need to have a physician's emergency plan on file along with the Epi pen – *before* the 1st day of attendance.

Daily Health Checks each morning upon arrival.

When a child is ill: they may not be in attendance. Parents are asked to call Pastor Cyndi and report when a child will be absent and state the symptoms. 713.255.7025

Exclusion due to illness – *always call or email Pastor Cyndi with any absence.*

1. If a child has a fever, that child must stay home for 24 hours after the fever is gone - without fever reducers being given.
2. Children need to be free of diarrhea and/or vomiting for 24 hours after the last episode, before returning to school.
3. Children with thick, cloudy, or continuously draining mucus from the nose, undiagnosed rashes, wheezing, wet or barking cough, head lice, pink eye, or other infectious symptoms, with **or** without fever, must not attend.

Children will only be released to adults listed on the enrollment card with a TDL#.

To prevent a parent or legal guardian from visiting or removing the child from Meadows Ps.; we must have a court order on file, stating such.

During the hours of 9:20-4:00, the Ladies and Men's room on the main hall are off limits to adults. There are two family restrooms that may be used by adults.

Blue and Green Stars are diaper and pull-up free. *These children will be expected to be fully toilet independent. A parent will be called to change any accidents..*

Dress Code: casual clothing with tennies or a shoe with a heel strap and socks – FLIP FLOPS are not safe for playground play and are unacceptable.

Breast Feeding Moms will be provided a comfortable place with a rocker to feed babies. Moms may breastfeed or provide breast milk for babies in care.

Safe Sleep will be practiced for babies. Babies will be placed on their back with nothing added to the crib.

Sunscreen should be applied on your child, each morning, **before** they attend Meadows Preschool.

For the safety of your preschooler Summer Stars does not provide transportation, does not have a swimming pool, nor have animals housed at the school. We perform background checks and FBI fingerprinting on all staff. All teaching staff are current in CPR & 1st Aid, have received health and hygiene training, and will also receive a minimum of 24 hrs. continuing education, for each year of employment.

Abuse and Neglect Summer Stars teachers will be trained annually in the prevention of and how to respond to abuse and neglect. Information will be available on the Parent Support Center for awareness and warning signs of abuse and neglect and prevention techniques. A posting will be available on the big bulletin board with contact information for reporting and gaining assistance for both teachers to use and to help a parent that may need to report or obtain assistance. If you suspect abuse or neglect: speak with Pastor Cyndi, or call the Child Abuse Hotline.

A copy of the Minimum Standards for Child-Care Centers is in the Preschool office. The most recent Licensing inspection report is posted on the big bulletin board. The local licensing office can be contacted at (713) 940-5283.

Child Abuse Hotline 1-800-252-5400 or www.txabusehotline.org

Tx. Dept. of Family and Protective Services website www.dfps.state.tx.us

General Information:

Lunch: bring healthy foods the children can feed themselves, including a thermos of water. A morning snack will also be needed for some age groups. These should be marked with the child's name. **NO GLASS CONTAINERS or FOODS ON THE CHOKING LIST.**

Discipline and guidance: redirection, direct conversation, and when appropriate, logical consequences and time out with the time appropriate for that child. Corporal punishment is not allowed. Children that continually cause a safety hazard for others due to their behavior will be withdrawn from preschool, after a conference with the parent.

Gang Free Zones: in accordance with House Bill 2086; an area of 1000 feet around Willow Meadows Baptist Church is a gang free zone allowing for greater prosecution of gang activity.

Playground: Persons without a background check on file, may not use the playground during preschool hours.

Birthday Policies: We love to celebrate birthdays!

1. Set a date with your child's teacher.
2. Give a minimum of one week's notice. This allows info. to go in the weekly email.
3. To meet health codes, items must be store bought and in the original packaging.
4. Suggestions: 2 bite cupcakes or brownies, ice cream cups, mini ice cream treats, gold fish crackers, strawberries & squirt cream, sm. muffins, doughnut holes.

Parents that wish to review and discuss policies: procedures or concerns of Summer Stars with Pastor Cyndi, may call the preschool office during office hours. 713.255.7025

Contact with Teaching Staff: to speak at length with your child's teachers, please make an appointment to speak with them during napping times, by phone. During drop-off and pick-up, teachers are actively involved with the children. *Teachers may not give cell phone numbers to parents or receive texts during school hours.* Call 713.255.7025 to speak w/ a teacher.

Flyers and email will be our source of information. Class emails will go out on Fridays. Always check the big bulletin board for pictures and current information.

Parents will be asked to sign a child-care enrollment agreement, found on the enrollment card, to show that this Operational Policies document was reviewed. Take some time to read this document and then save it to use for referral. This document can be found at: wmbc.org then click the Meadows Ps. tab.

When calling Summer Stars, always use Pastor Cyndi's office number:

713.255.7025. If there isn't an answer, *leave a message.*



Summer Stars is a ministry of Willow Meadows Baptist Church, providing quality early childhood education and great fun for 60+ years.

Cyndi Wehmeyer 713.255.7025 cwehmeyer@wmbc.org

Summer Stars @ Willow Meadows Baptist Church, 4300 W. Bellfort Ave. 77035