



Little Blessings HANDBOOK



Life Point Church
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WELCOME

Discover a place where love, learning, and laughter flourish! Introducing the Little Blessings Early Learning Center, where your child's journey begins with joy and wonder. Our nurturing environment, dedicated staff, and faith-based approach ensure that every child is cherished, nurtured, and guided on their path to growth. Join us in creating precious memories and building a strong foundation for a bright future. Enroll today and let your little one's blessings shine!

LITTLE BLESSING'S BELIEF ON LEARNING

Early childhood learning is a critical phase in a child's development, and it lays the foundation for their future growth and success. Our philosophy about early childhood learning is grounded in several key principles and beliefs:

1. **Holistic Development:** We believe that early childhood education should focus on the holistic development of the child, encompassing their cognitive, social, emotional, physical, and creative aspects. A well-rounded education helps children become well-rounded individuals.
2. **Child-Centered Approach:** Children are active participants in their own learning. We believe in a child-centered approach that respects each child's unique needs, interests, and pace of learning. Teachers and caregivers should observe and listen to children, tailoring their instruction to meet individual needs.
3. **Play-Based Learning:** Play is a natural and essential part of early childhood. We embrace play-based learning as a powerful tool for cognitive and social development. Play allows children to explore, experiment, and make sense of their world in a fun and engaging way.
4. **Hands-On Experiences:** We emphasize hands-on, experiential learning. Children learn best when they can see, touch, and interact with the materials and concepts they are studying. This approach encourages curiosity and active exploration.
5. **Cultural Sensitivity:** Every child comes from a unique cultural background, and we value and respect this diversity. Our philosophy incorporates cultural sensitivity and inclusivity to create an environment where all children feel valued and can relate to their own experiences.
6. **Collaborative Learning:** We promote collaboration and social interaction among children. Working together on projects and activities fosters important social skills such as communication, teamwork, and conflict resolution.
7. **Parent Involvement:** We encourage strong partnerships between parents and educators. Parents play a vital role in their child's early learning journey, and we provide resources and opportunities for parents to be actively involved in their child's education.
8. **Flexible Curriculum:** We understand that children develop at different rates, so we advocate for a flexible curriculum that allows for individualized learning paths. This approach ensures that each child can progress at their own pace.



OUR VALUES



Faith-Centered: We are committed to integrating Christian faith into every aspect of our program, fostering a deep and lasting relationship with Jesus.

Love & Compassion: We demonstrate Jesus' love through our actions, treating every child and their family with kindness, respect, and care.

Excellence in Education: We provide a high-quality educational experience that promotes both academic and spiritual growth.

Family & Community: We value the partnership between parents and our program, working together to nurture each child's development.

Safety & Security: We prioritize the physical and emotional safety of every child, maintaining the highest standards of security, child protection, and cleanliness.

OUR COMMITMENT

Fostering Faith: We guide children in their faith, helping them understand God's love, and encouraging a personal relationship with Jesus Christ.

Building Character: We teach nurturing qualities like kindness, honesty, and respect, rooted in Christian principles, to equip children for life's challenges.

Creating a Supportive Community: We provide parents with a supportive and loving community that extends beyond the early learning center. We want to be a support for not only your child, but for you.

Ensuring Safety: We maintain the highest safety standards, not only in terms of physical well-being, but also in creating a secure and nurturing emotional environment, and a clean and developmentally appropriate physical environment.

Cultivating Joy & Wonder: We foster a sense of wonder, joy, and curiosity as children explore the world and discover God's creation.

OUR INTEGRITY

Have Respect for Others

Little Blessings employees and parents of children of Little Blessings are expected to treat one another and children with respect, kindness, and courtesy at all times. This includes refraining from bullying, name-calling, or any form of discrimination on sex, race, religion, or special needs.

Language and Communication

Little Blessings employees and parents of children of Little Blessings are expected to use appropriate language and communication at all times with one another and children. This includes refraining from using offensive or disrespectful language, both verbally and in written communication on church property.

If these rules are not adhered to and abided by, after 2 written warnings, Little Blessings reserves the right to remove the child from the program.

THE BIBLE IN ACTION

At Little Blessings, your child will have the opportunity to have prayer with their teachers and their peers, listen to age appropriate bible stories presented in an age appropriate manner, and have a developmentally appropriate worship time, pledge to the American Flag, etc. Our ultimate goal is share the love of Jesus with your child, while teaching them biblical values such as honesty, kindness, etc. We only celebrate Thanksgiving, Christmas, and Easter, and children will learn the



biblical meaning of these holidays. Thanksgiving will be set aside as a day of thankfulness for our blessings. Halloween is celebrated as “treat day.” Other holidays, like Valentine’s Day, are recognized. *Holidays from other religions are not recognized at Little Blessings, as we are a Christian based program.* Therefore, practices that are not in alignment to Life Point’s beliefs as a church, and that disrupt the schedules, are not permitted.

OPERATION PROCEDURES/POLICES

Tuition: \$200 per month, which is due on the first day of the month (a late fee of \$10 per week will be charged after the 5th of the month until tuition is received). Tuition remains the same even during months including holidays or snow days. Likewise, we do not increase tuition for a five week month. Regardless of your child’s attendance because of sickness, vacations, etc., there is no credit to tuition if your child does not attend.

Registration Fee (once per year): \$100 due by August 31st

Classes: 12-24 months: (potty trained is not required)

2 to young 3's: (potty trained is not required)

Upper 3's to 4's: (potty trained IS a requirement)

Days of Operation: Mondays/Wednesday Class 9 am - 2 pm (12-24 months, 3/4 year old class)

Tuesdays/Thursdays Class 9 am - 2 pm (2's class, 3/4 year old class)

We are a parents day out program and not a full time daycare. Each student will either attend M/W or T/R. No child will attend more than 2 days per week for not more than 6 hours per day. We are not licensed with the state of Tennessee as a childcare facility. We operate with an exemption certificate. However, we do strive to meet the state of Tennessee guidelines for daycares in as many respects as possible, including safety, fire codes, and ratios of students to teachers.

Requirements for Child’s File: (1) Application (2) Current Immunization record (3) Any custody arrangements (4) List of approved pickup persons (5) list of any allergies (if applicable)

Hours of Operation and Arrival

Children will be checked in and signed out by an employee. *Please DO NOT drop your child off without signing in.* Drop off is at 9 am and pickup is at 2 pm. Children will *only* be released to approved adults listed by the parents/guardians. A picture identification will be required.

*We understand kids have appointments, and sometimes, you oversleep, hit traffic, etc. Please call if you will be dropping your child off after 9 am. We ask that no one is dropped off after 10:30 am.



Late Pickup and Fees

Pickup is always at 2 pm, unless specifically stated by Little Blessings due to weather or an emergency. If your child is not picked up by 2:05 pm, a late fee of \$4 per minute will be added to your account. The late fee will be charged beginning at 2:05 pm, and added every minute that your child is not picked up. A late fee payment form will be filled out and billed to you immediately. We understand traffic happens. PLEASE call us and let us know if you are not going to be there at 2 pm.





Safety First

At Little Blessings, our church stays locked at *all* times. We also have a security system. Persons wanting admittance into the building have to be buzzed in by an employee, and have to be checked in. We also have exterior cameras for additional safety. When picking up/dropping off, you will be let in by a staff member. *You MUST sign in and sign out at each drop off and pickup. This is for accountability and safety for your child.* We have cameras up in the classrooms and in areas where children play, with the exception of outside. This footage is not available for live streaming viewing by parents (due to privacy).

If there are court documents related to custody agreements, individuals not allowed any contact with your child, or other important court documents, we *must* have a copy at Little Blessings to place in their student file. *Likewise, if your child has any severe allergies, we must know this as well.* You will be required to fill out an allergy form for your child. In an effort to protect all students, you may be asked to refrain from packing certain items in your child's lunch, such as shellfish, peanuts, etc. We do not have a nurse on staff at Little Blessings.

What Does My Child Need to Bring to Little Blessings?

1. Approved Lunch (Lunch is not provided)
2. Diapers and Wipes (Your child's teacher will let you know when it's time to replenish these items)
3. A nap mat with their name or a sleeping bag
4. An extra change of clothing (to be kept there)
5. A small backpack or diaper bag
6. Dress your child in season appropriate attire



****With the exception of a lovey at nap time only, please refrain from bringing in toys, stuffed animals, etc., except when allowed during show and tell. This ensures that your child's favorite items are not lost, damaged, or a distraction to others.****

Snack Time

We know kids get hungry before lunch. Little Blessings supplies snacks during the school day, such as apple sauce, cheerios, teddy grahams, etc.

Holidays/Parties: If you bring food in for a birthday or other special event, *please do not bring in homemade goods. Because of allergies, all food brought in for parties must be store bought with the ingredient label visible to staff. This protects our students with allergies. This is also the guideline in many of our public school systems.*

Snow Policy/Inclement Weather

In the event of bad weather, *Little Blessings will announce our closure by 8 am via our text message system. We do not run on delays.* If bad weather should develop during the day, parents will be notified of schedule changes via text in a timely fashion. *If there is an early dismissal, you are given 30 minutes to pick up your child, starting when you were notified* (i.e., if you are notified at 11 am, you must have your child picked up by 11:30 pm.) After thirty minutes, our late fee of \$4 per minute will apply. It is your responsibility to stay connected to Little Blessings to ensure your child's safety! No makeup days will be offered for closures. Because tuition costs are not adjusted according to shorter or longer months, or holiday closings, we will not adjust tuition for closure days until the amount of closures exceed 5 days. After 5 days, any weather closure will be credited to your monthly tuition by a prorated amount per day.





Well Child Policy/Accidents

At Little Blessings, we pray that your child stays well. But we know sickness happens. If your child does become ill, we ask that children who are sick do not attend Little Blessings. Based on medical advice from the CDC, a child should not come to school if they have:

- 1) a fever of 100 or above within 24 hours
- 2) vomiting or diarrhea
- 3) cough or flu symptoms (runny nose, cough, etc.), and any rashes.

Children can return to school once they have been on antibiotics (if appropriate) for 24 hours or more and/or no symptoms for 24 hours or more (including fever). If your child should get sick while at Little Blessings, you will be notified so you can pick up your child. Similarly, if your child has an accident (such as a fall with a scraped knee), we will call you immediately and will write an accident report written for you.

Crisis Plans

We *pray* we never have the need to enact a crisis plan. However, if we do, Little Blessings has a written crisis plan for tornados, intruders, and fire/building issues. Those are posted on the walls in the office for your review. Staff will be trained and drills will be conducted.

CRISIS



Behavior Policies

We do not condone excessive hitting, biting, kicking, spitting, or excessive behavioral issues. If any child is observed engaging in these behaviors, parents will be notified and a conference will be scheduled. Because we want all children to learn in a safe and stable environment at all times, Little Blessings reserves the right to suspend or dismiss a child from the program due to behavioral difficulties, following the failure of a behavior intervention plan discussed at the conference with teachers/parents.

Withdrawal from Little Blessings

If your child is no longer going to attend our program for any reason, we require that notification be given at least 2-3 weeks before the child's last day. Parents must sign a form that terminates their child's participation in our program and a prorated bill will be given for the two to three weeks from the date of notification of termination.



Nuts and Bolts

- *We do not take any field trips off of the Life Point campus.
- *We will occasionally take photos of your child at special events. If you do not want your child to be photographed, please return the provided form revoking your consent.
- *All staff at Little Blessings have a legal responsibility to report suspected child abuse/neglect immediately to the director and to the statewide child abuse hotline (877) 237.0004. We are mandated reporters and take this responsibility very seriously.
- *At any time, Little Blessings Early Learning Center reserves the right to deny acceptance into our program and retains the right to terminate a child's enrollment without notice.



Contact

Cortney Bess, Pastor's Wife/Little Blessings Director
276-268-5634
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Discipline and Behavior Management Policy

Praise and positive reinforcement are effective methods of the behavior management of children. When children receive positive, nonviolent, and understanding interactions from adults and others, they develop good self-concepts, problem solving abilities, and self discipline. Based on this belief of how children learn and develop values, this facility will practice the following discipline and behavior management policy:

We:

- 1. DO praise, reward, and encourage the children.**
- 2. DO reason with and set limits for the children.**
- 3. DO model appropriate behavior for the children.**
- 4. DO modify the classroom environment to attempt to prevent problems before they occur.**
- 5. DO listen to the children.**
- 6. DO provide alternatives for inappropriate behavior to the children.**
- 7. DO provide the children with natural and logical consequences of their behaviors.**
- 8. DO treat the children as people and respect their needs, desires, & feelings.**
- 9. DO explain things to children on their levels.**
- 10. DO stay consistent in our behavior management program.**

We:

- 1. DO NOT spank, shake, bite, pinch, push, pull, slap, or otherwise physically punish the children.**
- 2. DO NOT make fun of, yell at, threaten, make sarcastic remarks about, use profanity, or otherwise verbally abuse the children.**
- 3. DO NOT shame or punish the children when bathroom accidents occur.**
- 4. DO NOT deny food or rest as punishment.**
- 5. DO NOT relate discipline to eating, resting, or sleeping.**
- 6. DO NOT leave the children alone, unattended, or without supervision.**
- 7. DO NOT place the children in locked rooms, closets, or boxes as punishment.**
- 8. DO NOT allow discipline of children by children.**
- 9. DO NOT criticize, make fun of, or otherwise belittle children's parents, families, or ethnic groups.**