



First Baptist Marshville

Preschool

Exalting Christ and Educating Children

STUDENT HANDBOOK

2021-2022





FIRST BAPTIST CHURCH

Marshville

1636 OLD HIGHWAY 74
MARSHVILLE, NC 28103
704-624-2710

WEEKDAY *Preschool* PROGRAM

FACULTY

Anne-Marie Wilson – 4 Year-old Teacher, Secretary & Director
Kimberly Hickson – 3 Year-old Teacher / 4 Year-old Assistant
Amber Adams – 2 Year-old Teacher / 4 Year- old Assistant
April LeMaster – 2 Year-old Assistant Teacher
Abby Floyd- 3 Year-old Assistant



2021-2022 Calendar

September 6, 2021	Labor Day
September 7, 2021	First Day for 2's & 3's
September 8, 2021	First Day for 4's
September 16, 2021	Teacher Workday
September 22, 2021.....	Early Release
October 13, 2021.....	Early Release
October 25, 2021	Teacher Workday
November 11, 2021	Veterans Day
November 24, 2021.....	Teacher Workday
November 25-26, 2021	Thanksgiving Holiday
December 20, 2021.....	Teacher Workday
December 21-31, 2021	Christmas Holiday
January 17, 2022	MLK Day
January 18, 2022.....	Teacher Workday
February 9, 2022.....	Early Release
February 21, 2022	Teacher Workday
March 21, 2022	Teacher Workday
April 15, 2022.....	Good Friday
April 18-22, 2022	Spring Break
May 24, 2022	Last Day of School for the 2's & 3's
May 25, 2022	Last day of School for the 4's

***All dates are subject to change**



PHILOSOPHY

"Train up a child in the way he should go: and when he is old, he will not depart from it."
Proverbs 22:6

We believe that children are a gift from God and that every parent has been given a divine assignment to train up their children to know and serve Jesus Christ. The work of our preschool is to come alongside parents/guardians to assist them in the mental and spiritual development of their child.

We believe that God creates every child to be unique and valuable. However, we believe that God's design for the growth and development of young children is in a sequential manner with predictable stages of development. It is our goal to provide help and challenges in this growing process through a balanced and well-planned program. Our daily schedule consists of "hands on" learning and participation in individual, small group, and large group activities.

It is our intention to nurture the development of the entire child by focusing on their spiritual, physical, emotional, social and cognitive growth. As a church supported preschool with Christian teachers, it is our desire to provide a loving and positive environment that displays the love of Christ and the principles found in the Word of God.

ACADEMICS

The lessons are developed around biblical stories and characters to help children learn about God, Jesus, the Bible, the church, self, family, others, and the natural world. Academics are always important to us. We are committed to helping your child make an easy transition in his/her kindergarten program. This guide is available to read/reprint to anyone on the UCPS website. We will follow this guide in helping your child with their preparedness for Kindergarten.



Policies and Procedures

REQUIREMENTS FOR PRESCHOOL

A child must be two, three, or four years old on or before **August 31st** in order to enroll into the preschool. Children entering into the three or four-year old class ***must*** be potty trained. Two-year old children are not required to be potty trained. However, all children must be weaned from using a pacifier. Children are not permitted to have pacifiers at school. All children enrolled in the preschool must complete and submit all the proper medical records before they will be permitted to attend class. This information may be turned in when your child enters school in the fall. If a child, after a reasonable length of time, has not accepted being away from his/her parent or guardian and displays a great deal of unhappiness and the refusal to participate in class, we reserve the right to remove him/her from our program. The removal of a student is very rare and we will make every effort to work with the parents to keep this from happening.

***Special Needs Policy**

The preschool must be notified of special needs diagnosis of a child on their preschool application. The preschool staff is not certified to teach special needs children. Therefore, a failure to disclose a child's diagnosed special need can result in the immediate dismissal from preschool.

***Allergies**

If your child has a food allergy or is allergic to any other day to day item, we require a note from your doctor's physician stating the allergy to place in the child's file for our records.

REGISTRATION

A non-refundable registration fee of \$75.00 will be due with your child's application. However, there is an exception if a child is accepted into a public-school program before preschool begins. Applications returned with the \$75.00 fee will be given first priority. Registrations received in the midst of the school year are still required to pay the non-refundable registration fee of \$75.00.



SCHOOL YEAR/HOURS

The School begins the Tuesday after Labor Day. We will follow the FBC Preschool calendar located previously in the handbook on page 3. We reserve the right to close for the safety of our students and staff due to emergency circumstances. The Preschool does not “make-up” days for inclement weather.

Children will be unloaded from carline starting at 9:00 am for the two-year-old class, 9:15am for the three-year-old class, and 9:30 for the four-year-old class due to social distancing at drop off. Teachers use the time before 9:00am to prepare for the school day. Children arriving to the carline after 9:15 (2), 9:30 (3), or 9:45 (4) must be walked in by a parent or guardian through the main doors of the church. Dismissal carline will begin at 12:00pm (2), 12:15pm (3), and 12:30 (4). Children should be picked up no later than 15 minutes after car line begins. If an emergency should arise and you will be late, you must notify the preschool so appropriate action may be taken. We recognize that unforeseen circumstances arise. However, if there are multiple occurrences or a pattern of being late to drop off or pick up your child, we will enforce a \$10 cash late drop off /pick up fee. This fee may occur up to 3 times after the first late pick up and then the child may be dismissed from the preschool.

INCLEMENT WEATHER

The Preschool follows the Union County Public School System for inclement weather in regards to school closings and delays. If UCPS has a one-hour delay, we will be on regular schedule. If UCPS has a two-hour delay, the preschool ***will not*** have classes that day. We do not make up days missed due to inclement weather. Due to the uncertainty of continue in-person learning with the UCPS the preschool reserves the right to make its own decision to close based on inclement weather. You will also be able to access the ClassTag app to have updates on closings and delays as soon as our staff is notified via the UCPS communication system.



2021-2022 TUITION

Class	Registration	Monthly	Annual Tuition	Annual Total
2'S	\$75.00	\$110.00	\$990.00	\$1,065.00
3'S	\$75.00	\$115.00	\$1,035.00	\$1,110.00
4'S	\$75.00	\$120.00	\$1,080.00	\$1,155.00

When you enroll your child into the preschool you are responsible for the entire year's tuition. Tuition may be paid all at once or monthly. If paying monthly, tuition is due on the **1st day of each month**. Any tuition payment received after the 10th of the month will be accessed a \$10.00 late fee. If paying by cash or check the tuition should be placed in the pocket of your child's folder with your "Family ID" number written in the memo section of the check. Payment may also be made with a credit card or by linking your checking account online at www.fbcmarshville.org under the preschool tab. Tuition covers the cost of materials, supplies, teacher salaries and equipment. A \$25.00 service fee will be charged on all returned checks. Children will not be eligible to return to class if all payments are not current by the first of the following month. After a returned check, you will be required to pay by cash or online. **All accounts should be in good standing by May 10th** in order to participate in all end of the year activities.

Tuition Discounts

- Families having more than one child in preschool will receive a \$10.00 discount for each child following the first child enrolled in the preschool.
- Families who are members of First Baptist Church of Marshville in good standing (attending no less than 75% of services) will receive 10% off each month's tuition.
- Families who pay the entire school year's tuition prior to the first day of school will receive 10% off the entire tuition.



Cash Payment Tax Policy

Parents/Guardians are welcome to pay cash for their child's tuition. However, all cash tuition payments will be automatically credited to the primary parent/guardian of the child, unless written documentation with the name and address of the person paying is provided at the time of each payment to specify otherwise. If someone other than the primary parent/guardian is paying the tuition with cash and desires a year end document in your name reflecting the payment of tuition, that individual must send in written documentation with the name and address of the person paying at the time of payment to specify that they are making the payment and that the tax credit for that amount should go to them.

Payment Policy

Parents/Guardians, we have three ways you can pay your child's tuition, online at www.fbcmarshville.org, by check (please include Family ID and child's name on memo line) and cash. All payments will be applied to the primary parent or guardian listed when you registered. If at any time a payment needs to show being paid by someone other than the primary parent or guardian, you will need to send the name and address in writing at the time of each payment. This will give each person paying a year end document showing how much each person paid for your child's tuition.

CHILD DROP OFF POLICY

When bringing your child to school, enter the church drive on Old Highway 74 and leave on Old Pageland Marshville Road. The speed limit in the parking lot is 5mph. You will pull around to the preschool covered entry side of the facility. This year we will be dropping off students to enter directly into their classroom. When it becomes your turn please stop and **put your car in park**. The teacher or assistant will then take your "Daily Health Questionnaire". No student will be permitted to attend without this form. The teacher or assistant will then take your child's temperature. Your child's temperature must be **99.5** or below to enter the preschool. If their temperature meets the requirements then we will take your child out of the car. Parents are to remain in the car at all times. Parents/Guardians are asked to **PLEASE stay off your cell phones during car line for both student and staff safety.**

CHILD PICKUP POLICY

When picking up your child, please enter and exit the same way as dropping off your child. The teacher or assistant will put your child into the car for you, but it is the parent's/ guardian's responsibility to buckle your child into the appropriate child safety seat. The teachers or assistants will not buckle or secure your child for travel. A parent, guardian, or an authorized individual known by the staff will be the only person allowed to pick up a child. A written note from a parent is required when an individual other than those normally assigned comes to pick up your child. The person picking up the child will be required to show picture identification.
(See *Child Safety Policy* pg.15)



MEDICINES/SICKNESS

The FBC Preschool **does not** administer any medication to our students.

In order to provide the healthiest environment possible for each child we require any child who is sick, has a **temperature of 99.5°F** or higher, has colored mucus, an uncontrollable cough or is displaying other symptoms of communicable diseases or childhood illnesses to stay at home. **A child must be fever free and fever reducing medication free for 24 hours before being permitted to return to class.**

If your child is brought to preschool and has a fever, is sick, or displays symptoms of illness, they will be required to return home immediately. If your child becomes sick while at preschool, we will call the parents immediately and the child is to be picked up as soon as possible. Parents/Guardians are expected to answer any calls from the preschool and to return a call as soon as possible.

Illness “24-Hour Rule”

We operate on the “24-hour Rule”. Your child must be symptom free and medication free for a complete 24 hours prior to returning them to class. This would include being free from symptoms such as: fever, vomiting, diarrhea, cough, colored mucus, etc.

SNACK/REFRESHMENTS

Each day we have a snack time with each class. Each child is required to bring their own snack to class. Snack is to be brought in a zip-lock baggie. **Students are not to bring snack in a lunchbox.** Water will be provided at snack from the donated water bottles by parents. If there are students with food allergies the teachers must be notified prior to beginning of the school year with a note from the child’s physician. This may result in certain snack foods not being permitted for snack time. We love to celebrate birthdays with our children. If you would like to send in individual packaged store-bought treats, you must make arrangements with your child’s teacher prior to the occasion and all treats must be store bought and remain in the store container with the nutrition label still attached. This is to ensure the safety of children with allergy issues. We do ask that NO snack be sent in that the teacher must open/peel like a banana, orange, fruit roll up, etc. All grapes must be cut in half prior to arrival at preschool.



IMMUNIZATION

A certified copy of your child's immunization records that includes a doctor's signature or a clinic's stamp as proof of vaccinations is required to be submitted to the preschool prior to the first day of class. The following immunizations are required by law for kindergarten enrollment:

- 5DTa/DT- shots (a fifth dose is not required IF the fourth dose was given after the child's 4th birthday)
- 4 Polio shots- IPV (a fourth dose is not required IF the third dose was given after the child's 4th birthday and was given 6 months after dose #2)
- 2MMR shots- (the first dose should be given on or after the child's 1st birthday, with the second dose at least 28 days before entering school)
- 3 Hepatitis B shots- (the third dose must be given after the child is at least 24 weeks old)
- HIB shots- (at least one given between a child's 1st birthday and his or her 5th birthday. It is not required after age 5)
- 2 Varicella shots-Documentation of disease must be from a physician, nurse practitioner, or physician's assistant verifying history of varicella disease. Documentation must include the name of the individual with history of disease, approximate date and age of infection, and a healthcare provider signature.

Copied from UCPS web page 9-1-2016

If a child does not have the above immunizations, the parent/guardian must submit, in writing, that it is against their personal/religious belief to have their child immunized. This must be signed and dated and will be filed with the child's records. First Baptist Church of Marshville or the Preschool are not liable for any sickness or disease acquired by a student that has not received the above listed vaccinations.

CLOTHING AND PERSONAL ITEMS

All book bags, coats, sweaters, hats, gloves, etc. should be marked with your child's first and last name. Always be sure that your child has his/her proper clothing for outdoor activities. Girls wearing dresses to preschool are required to wear shorts underneath the dress. NO flip flop shoes are permitted for preschool. Toys from home should only be brought to school when special activities are planned by your teacher. Items brought from home must fit inside a gallon Ziploc bag. No gum, candies, or food should be brought from home without the teacher's consent.



WHAT TO BRING TO PRESCHOOL?

What to Bring	Two's	Three's	Four's
Regular Size Book Bag	√	√	√
Diapers/Pull Up	√		
Wipes	√		
Change of Clothing (to remain in book bag)	√	√	√
Clean Mask inside a Ziploc bag	√	√	√
Folder (Return daily)	√	√	√
Daily Snack	√	√	√

** Change of clothes should include underwear, shirt, pants, and socks. (A change of shoes are suggested for those that are in the Two year old class that are potty training)*

MESSAGES/INFORMATION/ ADDRESS CHANGES

All messages from parents should be in writing. It is the responsibility of the parent to notify the preschool of any address or contact information changes. It is very important that we are able to get in touch with you in case of an emergency. You may notify the preschool of these changes by emailing Anne-Marie Wilson at, secretary@fbcmarshville.org.

A SAMPLE DAILY SCHEDULE * 15 min differences among grade levels

9:00-9:15	“Start of Day”
9:15-9:25	Greetings/Group Time
9:25-9:40	Music and Movement
9:40-10:00	Theme Related Group Time
10:00-10:30	Bathroom/Recreation
10:30-10:40	Snack
10:40-11:35	Learning Centers
11:35-11:50	Bathroom/Circle Time
11:50-12:00	Review/Prepare for Dismissal



CHAPEL

We will be going to “Big Church” for Chapel once a month with the children. We will have something special that day as well as music. You will find the specific dates on your monthly calendar.

SPECIAL GUEST

We will have special guests visit with us throughout the year. You can find specific information about special guests on your monthly preschool calendar.

**Due to COVID-19 all Mystery Readers and Special Guests will be limited. If we have them they will be announced prior to each visit.*

DISCIPLINE

One of the goals of our preschool is to help each child learn self-discipline. Rules concerning acceptable/appropriate and unacceptable/inappropriate behavior must be followed for the safety, health, and emotional well being of each child.

The following philosophy for discipline is observed at First Baptist Church Preschool:

1. Provide an age appropriate environment.
2. Set limits that are easily understood and consistently carried out.
3. Give each child an opportunity to make decisions concerning his/her behavior.
4. Attempt to modify the child’s unacceptable behavior by praising the good and ignoring the bad behavior. This is done by criticizing the behavior but not the child.
5. Allow the child to accept the consequences of his/her inappropriate behavior.
6. Communicate discipline concerns with parents.
7. If a teacher calls a parent/guardian concerning a child’s behavior and asks that you pick up your child, you ***MUST*** pick up your child in a reasonable time frame.

Consequences of misbehavior include:

1. Verbal warning.
2. Visual warning. *The child will change his/her green “smiley” face to yellow.*
3. Time out and removal from given situation. *Yellow face will be changed to red*



Each child will start their day off with a green smiley face

Green Smiley face – Ready to start the day

Yellow “uh-oh” face – I need to improve my behavior

Red “frowny” face – I have not made any improvement in my behavior

4. In extreme cases, when a child will not respect teachers, constantly disrupts class, and refuses to change their behavior, a parent/teacher conference will be scheduled. If the child’s behavior does not improve following the parent/teacher conference, the child may be dismissed from the preschool program. If a child is dismissed from preschool, they may not apply for reenrollment until one calendar year has passed from the time of dismissal.

*At no time shall physical discipline, verbal threats, or intimidation be used.

GRIEVANCE POLICY

First Baptist Church of Marshville has established the following policy for voicing concerns with respect to the preschool program, personnel, and/or students. First Baptist Church Preschool Education Program welcomes constructive criticism but does not welcome destructive criticism. Destructive criticism may be categorized by harsh or negative language, verbal slander, swearing, or disregard for instruction to any member of First Baptist Church of Marshville, FBC Preschool, Staff, or student body. Such behavior from a parent/guardian will result in the immediate dismissal of the student without the opportunity for reenrollment. We have a strong commitment to the safety and well being of our students and staff and seek to maintain a Christ-like atmosphere at all times. We will work to be responsive to the concerns of any parent or guardian who expresses a genuine concern or grievance. This policy will help us do this in a fashion that respects the rights of all involved.

If questions or problems arise:

1. Share your questions and/or concerns with your child’s Teacher and the Preschool Director first. We ask that all grievances be submitted in writing via mail or email so that there is no misinterpretation or misrepresentation of the grievance.
2. If the issue is not addressed in a timely manner or if you feel that the resolution is unsatisfactory, then a meeting with the First Baptist Church Preschool Committee, the child’s teacher, and the Senior Pastor will be scheduled to further address your concerns. Please call the church office at 704-624-2710. A member of the preschool committee will contact you to discuss the matter.
3. Should the safety of a child ever be an issue of concern, we wish to address this IMMEDIATELY.



Child Safety Policy

It is the goal of the Preschool to provide the highest level of safety for every child during their time at Preschool. To help ensure their safety, we keep all entrances to the building locked during preschool hours. We also have safety protocols in place to protect your child should a threat arise in the community.

In addition, we recognize that there are instances when a student's parents/guardians are not only separated or divorced but have been forced to take legal action to protect their child. If you are a parent/guardian with a restraining order or legal situation prohibiting your child from access to another individual, you must notify the preschool immediately. We will also require a certified copy of the restraining order or legal documentation as well as a recent photograph of the restrained party to inform our preschool and church staff. If such a circumstance exists and the preschool is not notified and the previous mentioned documentation is not provided, neither the Preschool nor First Baptist Church of Marshville will be held responsible.



COVID-19 POLICIES & PROCEDURES

- All teachers and students must stay home if they are showing any signs associated with COVID-19. Symptoms may include but are not limited to: fever, soar throat, cough, loss of taste and smell, diarrhea, vomiting, headache or body aches.
- All teachers and parents must notify the preschool immediately if someone in their home has been diagnosed with COVID-19. Failure to notify the preschool of exposure to COVID-19 will result in immediate permanent dismissal.
- If a teacher, parent or student has been exposed to someone who has been diagnosed with COVID-19 (*exposure meaning within 6' for longer than 15 minutes*) they are asked to notify the preschool and to self-quarantine for 14 days.
- If a child and/or teacher in the preschool is diagnosed with COVID the preschool will automatically shut down for 14 days. We will shut down only one time during the semester. If another child and/or teacher is diagnosed with COVID after the first shut down the preschool will close for the remainder of the semester.
- If a teacher and/or student is diagnosed with COVID-19 they must be able to answer “YES” to all three of these questions before returning to preschool:
 1. *Has it been at least 10 days since symptoms first appeared?*
 2. *Has it been at least 3 days since the person has a fever without using fever reducing medication?*
 3. *Has it been at least 3 days since the person's symptoms have improved?*
- There will be no refund of tuition for a single shut down. However, if the preschool is forced to close for the remainder of the semester the remaining months of tuition will be refunded or will not be due.
- Each parent/guardian must sign a liability waiver before your child will be permitted to attend class.
- Drop-off and Pick up times will be staggered by 15 minutes on Tuesday and Thursday.
- Teachers and/or Assistants will be wearing a face shield while working car rider line.
- Each parent/guardian will be required to turn in our “Daily Health Questionnaire” each day they drop off their child for school. Failure to have this form will result in your child not attending class that day.
- Students' temperatures will be taken by a contactless thermometer prior to them exiting the vehicle. If a child's temperature is **99.5** or above, they will not be permitted to attend class that day.
- Students will enter and exit the exterior door that accesses their classrooms directly.
- Students will be taken immediately to wash their hands upon arrival.
- Different classes will not eat snack or play on the playground together at the same time.
- We will not be permitting parents or visitors inside of the Preschool.

*The COVID Policies & Procedures supersede any other procedures recorded in this handbook!



First Baptist Church Marshville Preschool

Daily Health Questionnaire

SECTION 1: SYMPTOMS

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

	Temperature at or above 99.5°F
	Sore throat
	New uncontrolled cough that causes difficulty breathing
	Diarrhea, vomiting or abdominal pain
	New onset of severe headache
	Loss of taste or smell

SECTION 2: CLOSE CONTACT/POTENTIAL EXPOSURE

	Had close contact (within 6 feet of an infected person for 15 minutes) with a person with confirmed COVID-19
	Had close contact (within 6 feet of an infected person for 15 minutes) with a person under quarantine for possible exposure to COVID-19
	Traveled to or lived in an area where the local, tribal, territorial, or state health department is reporting large numbers of COVID-19 cases
	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their baseline cough)
	Live in a current area of high community transmission

Child's Name: _____ Date: _____

Parent's/Guardian's Printed Name: _____

Parent's/Guardian's Signature: _____

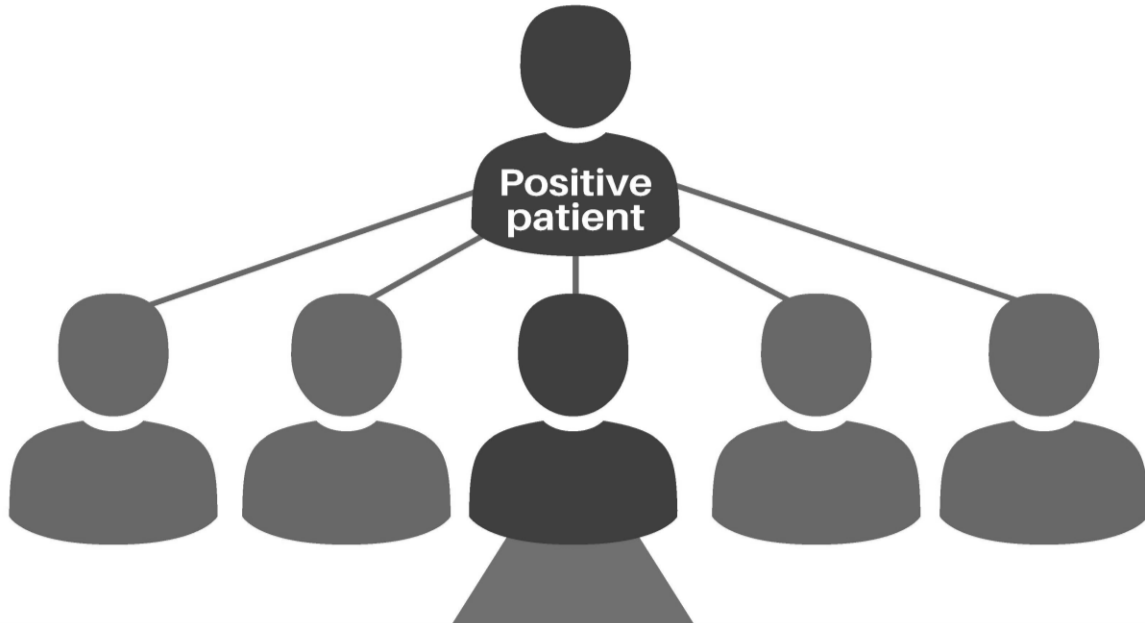
Child's Temperature at Arrival: _____

Teacher's Signature: _____



Help us avoid infection by monitoring your exposure to others with COVID-19

Who is considered a contact?



Contact tracing focuses on close contacts who were:



With the patient while they were infectious.



Within 6 feet of the patient.



For more than 15 minutes.

Patients are considered infectious 48 hours before symptoms began or before the positive test was collected, if the person never developed symptoms.

*If you or someone in your home has been exposed to an individual who has symptoms of COVID-19 or has been diagnosed with COVID-19 please stay home for 14 days to prevent the potential spread of the virus.

"Therefore to him that knoweth to do good, and doeth it not, to him it is sin." James 4:17



Photo Release/Media Authorization & Agreement

From time to time, photos will be taken of students, student activities, etc. First Baptist Church of Marshville and the Preschool reserves the right to use any video or photos taken for news releases, the school/church website, school-related video, slide presentations, marketing purposes, etc.

At times, AT THE DISCRETION OF THE PRESCHOOL, photographers will take photos for resale and make them available to students and parents. The school feels that these are legitimate opportunities for students to be in the “lime light” and also promote the school.

By signing below, parents and guardians agree that they will NOT publish photos of children who are not their own on any Internet Websites or personal social media websites without the written consent of a child’s parent or guardian. Furthermore, by signing below you are giving consent to First Baptist Church of Marshville and the Preschool to use your child’s likeness via social media, ClassTag app, website, etc. for promotional purposes.

This release is due back to your child’s teacher before your child’s first day of attendance.

Return to Preschool

I agree to the above written conditions and hereby grant permission and agree to the above noted guidelines while my child attends the FBC of Marshville Preschool Program.

I understand the handbook may be modified, and that any guideline may be amended, revised, or eliminated by FBC Preschool.

Parent Signature _____ Date _____

Child Name _____ Class _____

____ Yes, I grant permission to use my child’s photo for the publications listed above.

____ No, I do not grant permission to use my child’s photo.



Carline Safety & Traffic

When bringing your child to school, enter the church drive on Old Highway 74 and leave on Old Pageland Marshville Road. You will stop and place your care in park at your child's classroom door on the preschool side of the facility. The teacher will meet you at your car to receive your daily health questionnaire and to take your child's temperature. After meeting those requirements, the teacher will help get your child in and out of the car in a safe and timely manner. Your child should remain in their car seat until unloaded by a teacher. **Please do not have your child in your lap/driver's seat when in the carline. Parents are to remain in the car and off of your cell phone while in carline.** When picking up your child, the teacher will put your child in the car and you are required to pull up and buckle your child into the appropriate child safety seat. Making videos in the carline is prohibited. Drop off for the **2-year-old** class will be at **9:00am** and pick up is at **12:00pm**. Drop off for the **3-year-old** classes will be at **9:15am** and pick up at **12:15pm**. Drop off for the **4-year-old** class will be at **9:30am** and pick up will be at **12:30pm**. Please do not bring your child early or pick them up late. If your child/children is/are consistently dropped off late and/or picked up late the \$10 cash late drop off and pick up fee will be accessed. (See "*School Year / Hours*" section on pages 5-6)

(Return the portion below to your teacher before your child's first day of attendance)

Carline Safety & Traffic

When bringing your child to school, enter the church drive on Old Highway 74 and leave on Old Pageland Marshville Road. You will stop and place your care in park at your child's classroom door on the preschool side of the facility. The teacher will meet you at your car to receive your daily health questionnaire and to take your child's temperature. After meeting those requirements, the teacher will help get your child in and out of the car in a safe and timely manner. Your child should remain in their car seat until unloaded by a teacher. **Please do not have your child in your lap/driver's seat when in the carline. Parents are to remain in the car and off of your cell phone while in carline.** When picking up your child, the teacher will put your child in the car and you are required to pull up and buckle your child into the appropriate child safety seat. Making videos in the carline is prohibited. Drop off for the **2- year-old** class will be at **9:00am** and pick up is at **12:00pm**. Drop off for the **3-year-old** classes will be at **9:15am** and pick up at **12:15pm**. Drop off for the **4-year-old** class will be at **9:30am** and pick up will be at **12:30pm**. Please do not bring your child early or pick them up late. If your child/children is/are consistently dropped off late and/or picked up late the \$10 cash late drop off and pick up fee will be accessed. (See "*School Year / Hours*" section on pages 5-6)

Parent/Guardian Signature

Date



COVID-19 Liability Waiver

I acknowledge the contagious nature of the Coronavirus/COVID-19 and that the CDC and many other public health authorities still recommend practicing social distancing.

I further acknowledge that the First Baptist Church of Marshville and the First Baptist Church of Marshville Preschool has put in place preventative measures to reduce the spread of the Coronavirus/COVID-19.

I further acknowledge that the First Baptist Church of Marshville and the First Baptist Church of Marshville Preschool cannot guarantee that my child, myself or any other member of my household will not become infected with the Coronavirus/Covid-19. I understand that the risk of exposure to and/or infected by the Coronavirus/COVID-19 may result from the actions, omissions or negligence of myself and others, including, but not limited to, the church staff, preschool staff and other students and their families.

I voluntarily seek services provided by the First Baptist Church of Marshville and the First Baptist Church of Marshville Preschool and acknowledge that I am increasing my risk and my child's risk to exposure to the Coronavirus/COVID-19. I acknowledge that I must comply with all set policies and procedures set forth by the church and preschool to reduce the spread while attending.

I hereby release and agree to hold the First Baptist Church of Marshville and the First Baptist Church of Marshville Preschool harmless from, and waive on behalf of myself, my heirs, and any personal representatives any and all causes of action, claims, demands, damages, costs, expenses and compensation for damage or loss to myself and/or property that may be caused by any act, or failure to act by the church / preschool, or that may otherwise arise in any way in connection with any services received from the church or the preschool. I understand that this release discharges the First Baptist Church of Marshville and the First Baptist Church of Marshville Preschool from any liability or claim that I, my heirs or any personal representatives may have against the church or preschool with respect to any bodily injury, illness, death, medical treatment or property damage that may arise from, or in connection to, any services received from the church or preschool. This liability waiver and release extends to the church together with all staff, officers, employees and members.

Parent / Guardian's Name: *(Please Print)* _____

Date: _____

Parent / Guardian's Signature: _____

Child's Name: _____

