

Grace Sprouts

4740 Western Center Boulevard Haltom City, Texas 76137
(817) 281-5833 Fax (817) 281-9389
Dana Conner---Director 817-709-7200 (cell)

The Grace Sprouts program of Grace Church is an extension of the total ministry of our church. Our program is designed to develop the whole child, nourishing their spiritual, intellectual, emotional, physical and social growth in an atmosphere of Christian love.

Age Requirements

Any child between the ages of 18 months and 5 years of age (not in kindergarten) is eligible for enrollment.

Registration Fee

There is a non-refundable fee of \$25.00 for each child based on continuous enrollment per school year. Break in enrollment for any session will require a new registration fee.

Supply Fee

There is a non-refundable supply fee of \$50 due for each child per semester. This fee covers art and craft supplies, activities, snacks and Me Book. Should a child enroll mid-semester, the supply fee will be pro-rated.

Tuition

Tuition is due on the first school day of each month. A late fee of \$5.00 **per school day** will be applied if tuition is not received by the 3rd school day of the month.

\$85.00 a month per child attending 1 day a week.

\$150.00 a month per child attending 2 days a week.

\$30.00 a day for drop-ins.

(There will be a family discount of \$5.00 per sibling attending.)

Hours

The program operates on Monday and Wednesday each week. The hours are 9:00 am to 2:00 pm. ***Children should not be dropped off before 8:55 am and should be picked up promptly at 2:00 pm. Parents who pick up their children after 2:05 p.m. will be assessed a late fee of \$1 per minute late.*** Remember to let your teacher know if someone other than you will be picking up your child. Driver's license photo ID of the designated person will be required.

Drop-Off Procedure

Beginning at 8:55 a.m. you may bring your child through the front doors of the church. Immediately in front of you is the sanctuary and that is our drop-off/pick-up room. You will bring your 3 or 4 year old child into the sanctuary and they will sit with their classmates in their designated row. The 18 month and 2 year old students will go to your immediate right in that room to meet before the teachers take them to the classrooms. We will have teachers supervising the rooms beginning at 8:55 a.m.-- but not before-- so please do not bring your child in earlier. At 9:05 a.m. the teachers will take their class back to their classrooms. This procedure will alleviate crowded hallways and classroom distractions from late arrivers. If you are late in arriving, you will need to bring your child to the Director's office and I will walk your child down to their classroom.

Pick-up Procedure

For pick-up, all the children will be in the designated meeting rooms again at 1:55 p.m. There will be two options for pick-up. The first will be "car-riders" (Sprouts-to-Go) where the parents will drive under the overhang, show a pick-up sign and the child will be brought out to your car. The second group will be "walkers" where the parents walk in to the church to pick up their child---this will be appropriate for the younger classes as sometimes we have late nappers in the Toddlers and Twos classes. ***If you have not picked up your child by 2:05 p.m. then you will be charged a late fee of \$1 per minute late.***

Absences

Monthly tuition reserves a place for your child. **This fee will not be reduced for absences or holidays.** This is necessary as expenses of the program go on regardless of absences.

Health

A current copy of your child's immunization record must be on file with the school at the time of enrollment. While we encourage regular attendance, please do not expose other children to illnesses. Children should be free of fever for 24 hours without the use of medication. Any communicable illnesses such as strep throat, unexplained rash, croup, vomiting or diarrhea, pink eye, chicken pox, etc., are grounds for keeping your child at home. All such conditions should be reported to the director as soon as possible.

Should your child become ill, we will notify you to come pick them up. In the event of a life-threatening emergency we will call 911.

Holidays

Grace Sprouts follows the same schedule as the Keller Independent School District for holidays, breaks, and inclement weather. Please see the attached school calendar which lists the holidays and school breaks. A monthly Sprouts calendar is also given to parents to remind them of days off.

Field Trips

There are no field trips scheduled that require us to leave the campus. However, as an extension of learning experiences and in the enhancement of our curriculum, we often have special events and visitors that come to our school. You will be notified in advance of the date and times. Parents are always welcomed to participate in these occasions. The supply fees and fundraisers usually cover the cost of these activities. (some examples in the past have been, petting zoo and pony rides, steam train, pediatric dentist and police officer)

Meals & Snacks

Children are served a snack based on each classroom's individual schedule. Sprouts provides goldfish, animal crackers, apple juice, and water to each classroom. If your child does not prefer these snacks, you may arrange with your child's teacher to help provide special snacks for all classmates.

Students are required to bring their own lunch and a beverage for lunch. We have no means to microwave any meals.

DO NOT send milk in your child's sippy cup as it will spoil during the day.

Personal Belongings

All children's belongings, including lunch boxes, backpacks, diapers, sippy cups, and resting mats should be clearly labeled with their name. We have very limited space available for storing resting mats. Please do not send bulky sleeping bags/mats. If you need assistance finding mats, please come to the Grace Sprouts office.

Messages

Please notify us by note, in person, email, or text, if someone other than the parent(s) will be picking up your child or if they are to be picked up early. Everyone picking up a child will be required to show an ID badge or driver's license as proof of identification.

Discipline

Our philosophy encourages children to develop self-discipline and to respect themselves, others, and belongings. We provide an environment that feels secure through a regular routine and provide activities to channel positive energy. Should a child need extra guidance, the teachers will use positive language by helping, demonstrating, leading, distracting and re-directing. As a last resort the child will be asked to sit away from the group in the same room for a short "time-out" and then be asked to return to the group. If there is an ongoing need, the parent will meet with the teacher or director in order to help the child. Parents should inform teachers of special circumstances, which may contribute to the child's behavior. After repeated trials with the child with no improvement, a parent will be called to come and pick up the child from school. This is not a punishment but rather a means to maintain a learning and controlled environment.

Chapel

On Wednesdays, we have time set aside to sing songs and learn a Bible story. Learning and integrating lessons about Jesus is important to us and to our program.

Me Books

Throughout the school year, we take pictures, and save student projects and artwork. We construct a "Me Book" as a keepsake for parents. The cost of this book is included in your supply fee.

Volunteer Opportunities

Parent involvement is encouraged and recommended. We have opportunities for you to serve this program by reading to students, donating your time to special projects, donating gently used toys, books, and supplies (paper goods, snacks, craft stuff), substituting, making copies and helping teachers with crafts.

We run the Labels for Education program and the Box Tops program at Grace. them for submission.

Fundraisers

We have fundraisers throughout the year to allow us to meet the financial obligations of the school not covered by tuition and to improve the school facilities and equipment. We try to keep the fundraisers to a minimum. However, all families of students are expected to participate in all fundraisers.

Birthdays and Celebrations

If you wish to share your child's birthday with the class, we welcome you to do so by providing a special treat or snack for every classmate to honor your child. Because Grace Sprouts is a Christian program, we also celebrate holidays, which reflect our Christian belief. Each classroom is responsible for its own celebration. Please see your child's teacher for party information and sign-ups.

Curriculum

The entire staff is dedicated to providing a Christian learning environment for your preschooler at Grace Sprouts. We have a well-developed curriculum, which includes a variety of themes, academics, crafts, Bible lessons, Spanish and social activities to enhance your child's spiritual and academic growth. Christ is woven throughout the curriculum and is the center of all we do. Free play both outside on the playground and in the gym is incorporated into our daily schedules.

Co-Curricular Activities

Spanish: We offer this class on Mondays. This program allows your child to learn some basic Spanish. Our curriculum, Spanish Champs, is hands-on by incorporating, movement, music, crafts, puppets, and games.

Today's Date: _____

Grace Sprouts

2017-2018 Enrollment Information

Child's Name: _____

Sex: _____ First Age: _____ Middle Birthday: _____ Last

Home Address: _____

Street City State Zip

Home Phone #: _____ Email Address: _____

Child's allergies or sensitivities: _____

Parent's Information:

Mother's Name: _____ Cell Phone #: _____

Home Address (if different from child's) _____

Business Name: _____ Business Phone: _____

Father's Name: _____ Cell Phone #: _____

Home address (if different from child's) _____

Business Name: _____ Business Phone: _____

Physician's Name: _____ Phone #: _____

Physician's Address: _____

Emergency Notification: _____

Name Relationship Phone #

How did you hear about Grace Sprouts? _____

Do child's parents regularly attend church? _____ Father _____ Mother

Which church does family attend? _____ Pastor: _____

Persons approved to drop off/pick up child for parents in case of emergency:

Name Phone # Driver's License #

My child will be attending on: (Please check) Monday _____ Wednesday _____

In case of an accident or emergency and in the event I cannot be reached, I hereby authorize the school to refer my child to the above named physician or secure necessary treatment.

Signature _____ Date _____

Grace Sprouts

2017-2018 Social Information

Child's Name: _____

First

Middle

Last

Child resides with: _____

Married _____ Divorced _____ Single _____

Child resides in a house _____ apartment _____ other _____

List siblings in order of birth:

Name	Sex	Age	Birth Date	Grade
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Other adults in the home and their relation to the child: _____

Does he/she have pets? _____ Kind: _____ Names: _____

What is the child's attitude toward school? _____

Has he/she had or is having other group experiences? _____

Has he/she been cared for by anyone other than parents? _____

How long? _____

How does he/she act when left by parents? _____

Does he/she play with other children? _____ Frequently? _____

How does he/she manifest feelings (positive or negative) or comfort him/herself (i.e. thumb-sucking, nail biting, crying, aggressive behavior, etc.)? _____

Special dislikes or fears: _____

How is he/she best handled at such times? _____

Favorite toys, activities: _____

Has your child used crayons? _____ scissors? _____ glue? _____
paints? _____ puzzles? _____

Does your child like being read to? _____ Music? _____

Is your child right or left handed? _____

Parent's usual method of discipline: _____

Does your child usually nap? _____ Sleep well? _____

Is he/she toilet trained? _____ If so, what term for using toilet? _____

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graceisgreat.com

Registration Packet Acknowledgement Form

I, _____ (parent's name), parent of
_____ (child's name), acknowledge that I
have read and understand the guidelines outlined in the Grace
Sprouts Registration Packet.

Please check that you understand the following guidelines:

Registration fee _____

Supply fee _____

Tuition & late fees _____

Hours of operation _____

Health records _____

Holidays _____

Discipline _____

Meals & Snacks _____

Statement of Faith _____

Parent's signature

Date

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Medical Release Form

To Whom It May Concern:

I, _____ (parent's name), parent of
_____ (child's name), a minor of the age of
_____ years, do hereby grant, convey and give unto Grace Sprouts,
teachers, personnel and/or Grace Evangelical Methodist Church the right to
contract for any medical services, including hospitalization, and/or operation
or other medical procedures, which may be in the best interest of the child.
The parent is to be responsible for the payment of any reasonable medical
charges for any such services rendered on behalf of the child.

_____ (Parent's signature)

_____ (Date signed)

Grace Sprouts

sprouts@graceisgreat.com

Our Statement of Faith

The Statement of Faith adopted by Grace Sprouts is limited to primary Christian doctrine, which is considered to be central to all Christian denominations, and which sets Christianity apart from other faiths. These truths are also the key elements of Christianity that will be unapologetically taught in various ways in all classes.

1. We believe the Bible to be the only inerrant, authoritative Word of God.
2. We believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.
3. We believe in God the Father Almighty, Maker of Heaven and Earth. He is the God of love, mercy, justice, and holiness.
4. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His atoning death through His shed blood on the cross, in His bodily resurrection, in His ascension to the right hand of God the Father and in His personal future return to earth in power and glory.
5. We believe in the Holy Spirit who executes the Word of God in the Church and in the world.
6. We believe that a person must be born again and that salvation is by grace through faith alone.

Parent Commitment

1. We understand that Grace Sprouts offers an education and social outlet for our children that is Christ-centered. We are in agreement with the purpose and philosophy of Grace Sprouts.
2. We have read and understand the Grace Sprouts Statement of Faith and agree to demonstrate a respect for the truths stated therein. We recognize that these truths will be unapologetically taught in various ways at Grace Sprouts. We recognize that the substance of these truths is that which is considered primary doctrine at Grace Sprouts.
3. We, as parents, accept the challenge to “train up a child in the way he should go” (Proverbs 22:6), and we state that this training will be continued at home. We authorize Grace Sprouts to extend this training to the school setting.

4. We understand that Grace Sprouts will not tolerate disrespect to the personnel of the school or continued disobedience to the policies of the school.
5. We acknowledge that discipline is necessary for the benefit of each student as well as for the entire school. We give permission to the teachers and administration to make and enforce school regulations in and manner consistent with Christian principles as set forth in the Scriptures. We further agree that we will cooperate with this philosophy in our home.
6. We pledge that if, for any reason, our child does not respond favorably to the school, we will do everything in our power to cooperate with the school to help our child make the necessary adjustments. If these adjustments cannot be made, we agree to quietly withdraw our child.
7. We will support Grace Sprouts through involvement in Open House, volunteering when needed, and workdays. We will be actively involved in the annual fundraising events to help meet the financial expenses of the school that are not covered through tuition.
8. We understand and will punctually fulfill our financial commitment to pay for the services the school is providing for our child.
9. We, as parents, or guardian of the student, do sincerely give our pledge to the above items. We understand that if we or our child fail to comply with the established regulations and discipline, parental commitment or to meet financial obligations, we will forfeit our child's privilege of attending Grace Sprouts.

Father/ Guardian's Signature

Mother/ Guardian's Signature

Both parents must sign this form if they are both involved in the education of their child.

Grace Sprouts

First Day Checklist

1. Completed enrollment form, social information, copy of immunization records and medical release form. If you are a returning student, please inform me of any changes to your information and complete the Statement of Faith form.
2. Registration Fee (\$25 for first time enrollment), Supply Fee (\$50), and Tuition (\$150).
3. Age appropriate lunch box and spill proof cup filled with juice.
No milk in cup please. This is sanitation issue and must be adhered to.
4. A backpack or bag and a two pocket folder all labeled with your child's name to carry belongings to and from school.
5. Napping mat for rest time labeled with your child's name. Please no sleeping bags; we have limited space for storage in our classrooms.
6. A blanket or pillow for rest time.
7. A change of clothes should be sent for all children in case of accidents. Please put clothes in a re-sealable Ziploc bag labeled with your child's name.
8. Package of diapers and package of wet wipes (if your child is not potty-trained).
9. **Label all items with your child's name.**
10. School supplies as listed in enrollment packet.

Grace Sprouts

2017-2018 Curriculum

September

Theme: God Made me and my family/ Creation
Memory Verse: "I am wonderfully made." Psalm 139:14
Letters: A, B, C
Color: red
Shape: Circle
Special Event: Picture Day & Grandparent's Day

October

Theme: Fall/Harvest/Farming
Memory Verse: "Love one another." I John 4:7
Letters: D, E, F
Color: Orange
Shape: Oval
Special Event: Bike Day /Pumpkin patch

November

Theme: 5 Senses/Transportation
Memory Verse: "Look at the wonderful things God made." Job 37:14
Letters: G, H, I
Color: Brown
Shape: Square
Special Event: Thanksgiving Feast

December

Theme: Birth of Christ/Patterns
Memory Verse: "For a Savior is born this day. His name is Jesus." Luke 2:11
Letters: J K
Color: yellow
Shape: Star
Special Event: "Happy Birthday Jesus" Parties

January

Theme: Winter/Weather/opposites
Memory Verse: "Everything God made is beautiful." Ecclesiastes 3:11
Letters: L, M, N
Color: Black and White
Shape: Rectangle
Special Event:

February

Theme: Friendship and Love/ Community Helpers and Healthy habits
Memory Verse: "God gives food to us." Psalm 136:25
Letters: O, P, Q
Color: Pink
Shape: Heart
Special Event: "Jesus is the King of Hearts" Parties/ Dentist

March

Theme: God Made Animals/Noah's Ark
Memory Verse: "God made...all the creatures." Genesis 1:25
Letters: R, S, T
Color: Green
Shape: Triangle
Special Event: Petting Zoo

April

Theme: Jesus died for you and Me/Spring/garden & bugs
Memory Verse: "I am the resurrection and the life" John 11
Letters: U, V, W
Color: purple
Shape: cross
Special Event: Jesus is alive/ Easter Egg Hunt

May

Theme: Ocean/Sea Life
Memory Verse: "Be kind to one another." Ephesians 4:32
Letters: X, Y, Z
Color: Aqua/blue
Shape: Octagon
Special Event: Mother's Day Breakfast /Graduation

Grace Sprouts

Students personal School Supply list. Please bring the following items to Meet The Teacher Night or on the first day of School.

1. 1 box of 24 count crayons (fat crayons for 2 and under)
2. 1 box of baby wipes--for wiping hands after crafts
(if your child is in diapers bring 2 boxes)
3. 2- 2 pocket folders with BRADS with your child's name on it - used for daily parent communication. plastic preferred
4. 1 plastic pencil box
5. 2 rolls of paper towels
6. 3 Elmers BIG glue sticks
7. box of kleenex

Teachers Wish list: (optional)

Germ-X
sharpies
dry erase markers
crayola markers
post it notes
white paper plates