



EARLY LEARNING ACADEMY

PARENT HANDBOOK

2020-2021



Little Lions Grown Here

**“LET THE WORD OF CHRIST DWELL IN YOU RICHLY, TEACHING AND
ADMONISHING ONE ANOTHER IN ALL WISDOM.”**

(COLOSSIANS 3:16a ESV)

TABLE OF CONTENTS

PURPOSE STATEMENT AND AIMS	4
GOALS.....	4
PHILOSOPHY OF EDUCATION.....	5
FIVE PILLARS.....	5
MISSION STATEMENT, VISION, CORE VALUES AND GOVERNANCE.....	6
FACULTY AND STAFF.....	6-7
ACCREDITATION AND CERTIFICATION.....	7
PRESCHOOL READINESS.....	7
STUDENT RECORD INFORMATION.....	7
SUPPLY LISTS.....	8
NON DISCRIMINATION STATEMENT.....	8
PARENTS' RIGHT TO STUDENT RECORDS.....	8
TUITION.....	9
PARENT INVOLVEMENT.....	9
DAILY ACTIVITIES AND SNACK.....	10
BIRTHDAY POLICY.....	10
DRESS CODE.....	11
HOME VISITS.....	11
HOME/SCHOOL COMMUNICATION.....	11
CONFERENCES.....	12
PROGRESS REPORTING.....	12
CONFIDENTIALITY STATEMENT.....	12
FIRST WEEKS OF PRESCHOOL.....	12
MANDATORY REPORTING OF CHILD ABUSE.....	12
HEALTH GUIDELINES.....	12
DECIDING TO KEEP YOUR CHILD AT HOME.....	13
RELEASE OF STUDENTS.....	14
ANIMALS.....	14
BEFORE AND EXTENDED CARE.....	14
CODE OF CONDUCT.....	14-15
DISCIPLINE.....	15-16
SCHOOL VISITORS.....	17
LOST AND FOUND.....	17
GUM/CANDY.....	17
SEVERE WEATHER	17
COLD WEATHER POLICY.....	17
FIRE AND DISASTER DRILLS.....	18
SOLICITATION.....	18
PHOTO/VIDEO RELEASE.....	18
FIELD TRIPS.....	18
CELEBRATIONS.....	18-19
HOLIDAYS.....	20
RE-ENROLLMENT.....	20

PURPOSE STATEMENT

The vision of Harvest Christian Academy Preschool is to provide a Christian environment designed to nurture, instruct and partner with parents to establish a strong foundation for a child's spiritual, educational, emotional, social and physical development. The Preschool operates as the foundation of the Lower School program with the goals and objectives being complimentary to providing seamless continuity into the Lower School Program.

AIMS

The HCA Preschool program is committed to helping each child grow and develop in the following areas.

SPIRITUALLY – God's word is interfaced into daily activities led by staff members that model Christ-like character.

SOCIALLY –We consistently encourage positive interaction with adults and peers, emphasizing key characteristics such as respect, compassion and Christian love.

EMOTIONALLY– Students participate and cooperate in activities that help them build a sense of security in God's design of who they are, their abilities and God's provision for their care and security.

PHYSICALLY – Our program recognizes the importance of children developing an appreciation of their bodies, increasing small muscle coordination and strengthening motor skills.

EDUCATIONALLY– Our curriculum encompasses key educational concepts that are developmentally appropriate. They serve as a strong foundation and spring board for Kindergarten and beyond. Our desire is to instill a love for learning by engaging in a sensory rich preschool experience.

GOALS

Early childhood is a critical time in the development of a child's perception of self, others, the world and God. The goal of our play-based curriculum is to stimulate every aspect of the developing child's growth, while maintaining a strong emphasis of Christian principles and values. As such, HCA has set the following core goals for the preschool program:

- To teach foundational Christian principles in an age appropriate manner.
- To provide staff and volunteers who consistently model God's love in their conduct.

- To offer an inviting and engaging environment that encourages learning.
- To provide sensory rich activities that promotes skill development and achievement of benchmark developmental areas for the preschool years.
- To stimulate and encourage individualized growth of each child's spiritual, educational, emotional, social and physical development.

PHILOSOPHY OF EDUCATION

HCA bases its philosophy of education on the following basic components:

IMMERSION IN GOD'S WORD

Believing that the Bible is the final authority on all matters of life and learning, HCA is committed to a daily curriculum that consists of Bible stories, scripture memory through song and God's instruction through His word. This is accomplished by interfacing the above into our activities inside and outside of the classroom. Our staff capitalizes on teachable moments that help a young child understand God's love for them and what is expected from us as His children.

The goal of our Bible instruction is to be accurate, fun, easily understood and age appropriate. Christian education encompasses the commitment to both the person of Jesus Christ and the authority of the Bible as having a profound effect on all knowledge and academic disciplines.

FIVE PILLARS

Since Harvest was founded in 1988 we have rested on five key Pillars of Faith:

1. Proclaiming the authority of God's Word without apology

"Preach the word; be ready in season and out of season; reprove, rebuke, and exhort, with complete patience and teaching." 2 Timothy 4:2

2. Lifting high the name of Jesus through worship

"God is spirit, and those who worship him must worship in spirit and truth." John 4:24

3. Believing firmly in the power of prayer

"Praying at all times in the Spirit, with all prayer and supplication. To that end keep alert with all perseverance, making supplication for all the saints." Ephesians 6:18

4. Sharing the good news of Jesus with boldness

"And also for me, that words may be given to me in opening my mouth boldly to proclaim the mystery of the gospel, for which I am an ambassador in chains that I may declare it boldly, as I ought to speak." Ephesians 6:19-20.

5. Enduring in love as the foundation of all relationships

“By this all people will know that you are my disciples, if you have love for one another.” John 13:35

MISSION STATEMENT

To glorify God through the fulfillment of the Great Commission (Matthew 28:19-20).

“By this all people will know that you are my disciples, if you have love for one another.” John 13:35

VISION FOR OUR SCHOOL

To become the most well-known and sought after Christian school in our region.

VISION FOR OUR STUDENTS

HCA graduates will impact their world for Christ in every segment of society.

VISION GOALS

- State of the art teaching, instruction, and facilities
- Professional level performing arts
- Championship academic and athletic teams

OUR CORE VALUES

- Christ centered
- Outstanding academic achievement
- Relationally focused faculty and staff
- Excellence driven in everything

GOVERNANCE

Harvest Christian Academy is a ministry of Harvest Bible Chapel.

FACULTY AND STAFF

Preschool faculty and staff members are selected with great care. Each member is a believer in Christ and is committed to our philosophy of Christian Education. Each staff member will:

1. Show evidence of his/her Christian testimony and demonstrate maturity in his/her Christian walk.
2. Be screened by an appropriate criminal background check process.
3. Show maturity of judgment when working with children.
4. Show evidence of success working on teams.
5. Have met his/her academic requirements.
6. Exceed the standards of DCFS licensing (407.140) and the A.C.S.I.

The Preschool faculty and staff operate under the auspices of Harvest Bible Chapel and Harvest Christian Academy. All Preschool staff report directly to the Preschool Director.

ACCREDITATION AND CERTIFICATION

Harvest Christian Academy is accredited by the Association of Christian Schools International (ACSI) and meets nationally recognized standards.

PRESCHOOL READINESS

Students may be enrolled in HCA Preschool once they turn three years of age. Students in preschool need to be potty trained unless there is an approved accommodation.

STUDENT RECORD INFORMATION

The following information needs to be completed and submitted before the start of school:

- **Application for Admission** – includes information on the student’s school history, family, and spiritual life.
- **Pastor Recommendation Form** – is to be filled out by a pastor, small group/youth leader, or someone else affiliated with the student’s church.
- **Enrollment or Re-enrollment Form**—includes:
 - **Statement of Parent/Guardian**
List of policies and regulations to which parents sign their agreement.
 - **Authorization Consent for Medical Treatment**
If the child lives with both parents, this form must be signed by both parents/guardians.
- **Medical Information**
This information includes doctor and dentist phone numbers, emergency contacts and medical history and is needed in case your child becomes ill at school or if an emergency arises and we are unable to reach either parent.

Please inform those selected on this form that they are noted as the emergency contacts.

- **Birth Certificate** – is required by the State of Illinois to be on file in the Pre-school office.
- **Immunization/Physical Form** - is available at all state licensed Physicians' offices. All students are required to have physical and submit a State of Illinois Physical form with attached immunization record before entering Pre-school. This physical is good for two years while enrolled at HCA Preschool. Religious objection letters will be considered in lieu of the immunization record when accompanied with an Illinois State Physical form from the Physician.
- **Other forms** - Students who have court orders (adoption, foster care, divorce custody arrangements) governing their guardianship should also have a copy of the court order on file with the school for security purposes.

Infinite Campus

- **Authorized Pick-Up Persons**
The list of people the parents authorize to pick-up the student after school in the event that they are unable.
- **Authorization Consent for Medical Treatment**
If the child lives with both parents, this form must be signed by both parents/guardians.

Please notify the Preschool office at any time if there is a change of address or contact information.

SUPPLY LISTS

Supply lists will be sent with the enrollment confirmation email prior to the student beginning classes. They will be posted on the website as well.

NON-DISCRIMINATION STATEMENT

Harvest Christian Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarship programs, athletic and other school administered programs

PARENTS' RIGHTS TO STUDENT RECORDS

Parents have the right to:

- Inspect and review their child's record.

- Seek to amend the record if they believe the record to be inaccurate, misleading, or otherwise in violation of their child's rights.

Parent access to records is limited to information about their own child. In cases where an educational record contains information about more than one child, the information will be separated so that parents do not have access to the records of any child other than their own.

The school will not release information about students via telephone without prior written consent. Records will only be released to other schools when students' accounts are current and a parent request for records is signed and submitted.

TUITION

1. Payment Options:

- A. Full annual payment by August 1
- B. Semi-annual payment by August 1 and January 1
- C. Ten month installment plan
- D. Twelve month installment plan

2. Refund Policy

- A. Enrollment Fee- This fee is non-refundable except when due to toilet training issues.
- B. Once a family has selected the preschool program, refunds are not given for days missed, illness or family vacations.
- C. School tuition is due through the end of the month in which the student attends. Pre-paid tuition exceeding this point will be refunded.

3. Payment Procedure:

HCA uses an online management service. You may find information regarding the procedure on the school website located at harvestchristianacademy.org.

PARENT INVOLVEMENT

PTF

Parent Task Force is the major parent support group at HCA, led by a volunteer organizer who works with school staff to coordinate school functions and fundraisers. Revenues from PTF functions are contributed directly to school programs and projects.

PARENT VOLUNTEERS

Parents are welcome to assist the classroom teacher and administration as volunteers. There will be opportunities at Parent Night to sign up for in a variety of areas inside and outside of the classroom.

DAILY ACTIVITIES

A typical day of activities includes but is not limited to:

- Our Music and Movement program with a dedicated teacher and curriculum – is a unique distinctive of our program and a much loved segment for each day that the student attends school. Music and Movement class includes gross motor muscle activities paired to music. These activities encourage strengthening of the large muscles, coordination and brain development.
- Technology which includes the strategic use of iPads in teacher-led centers.
- Library story time and opportunities to explore books of personal interest.
- Investigating math and science through experiential activities inside and outside the classroom.
- Daily outdoor play – weather permitting.
- Scripture memorization and study of Bible stories in an age appropriate context.
- Large and small group activities utilizing the award winning Handwriting Without Tears curriculum.
- Theme-related units of study and learning centers which include the Preschool basics of blocks, housekeeping area, art center and dramatic play.

SNACK

Nutritious snacks are provided each day. Snacks are prepared without nuts or nut oils. Parents with children that have other special dietary restrictions are encouraged to inform the classroom teacher for accommodations.

BIRTHDAY POLICY

We love to recognize birthdays in preschool. However, due to the high incidence of food allergies in the population and the fact that high sugar treats are not conducive to productivity and tranquility in the classroom, HCA does not allow for a treat in school. Parents may bring non-edible treats for the classmates or send in a store purchased, individually wrapped food item that can be sent home for consumption there.

Many teachers enjoy celebrating the birthday child by making a birthday crown, allowing a special birthday show and tell or creating a birthday banner.

DRESS CODE

Preschool children are not required to wear uniforms but are encouraged to wear attire that allows them to be comfortable throughout the school day and successfully use the bathroom independently.

- Shorts and jeans are acceptable.
- Clothing should be comfortable, washable and appropriate for play and various art activities. Smocks are used to minimize accidental spills on clothing.
- Clothing items may include snow pants, boots, scarf, gloves or mittens and a hat during winter months.
- Sturdy gym shoes with Velcro closures are required to encourage independence. Children are not permitted to wear open toe and/or open back shoes such as clogs, sandals or “flip flops”.
- Children should not wear jewelry of any kind for safety reasons. Small items present possible choking hazards.
- Children’s clothing may become wet during water play, from hand washing or toileting accidents. Every child should bring to the classroom a Ziploc bag containing an extra set of clothing. As weather changes, parents are asked to update the contents. All skirts and dresses should be worn with tights or shorts for playground and modesty purposes.

HOME VISITS

To aid in the transition to preschool, home visits will be arranged for new students by the teacher during the months of July and August preceding the beginning of school only. Home visits do not occur once school begins.

HOME/SCHOOL COMMUNICATION

The Preschool teachers communicate to the parents using the ClassDoJo app. This is used for both one-on-one and group communication of classroom happenings and personal correspondence. Parents are also provided with a monthly calendar. Our school website provides information concerning classroom school activities, announcements and school lunch menus for students who are full day or who participate in Little Lion Learners. Our preschool can be contacted via phone (847.214.3500x3517) or by email. A teacher will return calls later in the day, after their classroom responsibilities are completed. We ask that communication be made between the hours of 7:00 AM and 5:00 PM unless they are of an urgent nature.

Our HCA app may be downloaded to your phone to receive all school announcements and communications, such as school closings. Just download it at the App Store or Google Play on your phone.

CONFERENCES

A formal parent-teacher conference is scheduled in November for parents wishing to participate. Materials, notes or charts that would be helpful for parents to understand their child's progress will be made available at that time. Additional conferences may be scheduled as needed by either parent or teacher throughout the school year.

PROGRESS REPORTING

Preschool Progress Reports are sent home in January and May. Progress Reports correspond with age appropriate benchmark concepts listed in the Preschool Curriculum Maps.

CONFIDENTIALITY STATEMENT

HCA maintains the strictest rules of confidentiality. Due to the intimate relationship that exists between the school and the home, information provided to the school concerning a student will remain confidential unless subpoenaed by a court of law.

FIRST WEEKS OF PRESCHOOL

During the first few weeks of preschool, children sometimes experience separation anxiety. Your child's teacher is experienced in this area and will help you with strategies to make this process a bit easier. Leaving a child at school during this time is as difficult for parents as it is for the child. A helpful separation strategy is to let children bring a personal item from home. A familiar toy or object sometimes makes it easier for children to adjust to the newness of preschool. If a child becomes inconsolable for an extended period of time, the teacher will contact the parent.

We have learned through the years that the most successful way to separate from your child is tell them you love them and will be back soon—then leave. You are entrusting us with the care and love of your child, and we take this honor seriously.

MANDATORY REPORTING OF CHILD ABUSE OR NEGLECT

State law requires that cases of actual or suspected child abuse or neglect be reported by professional persons involved in social service occupations, including teachers and school officials. All records concerning such referrals are deemed confidential and are subject to release only under strict restrictions described in the law.

HEALTH GUIDELINES – PRESCHOOL

If a child has special medical needs, the parent must contact the health office in writing for the purchase of creating a care plan that will be shared with the classroom teachers and administrative office.

Records: All students are required to have a current (within 12 months of Preschool start date) physical and immunization record (or religious objection letter) on file. We follow all state of Illinois school health regulations.

- 1. Medication:** No medication may be distributed or taken during the school day unless facilitated through the health office.

- 2. Absences:** If your child is ill, please notify the child's teacher by ClassDoJo regarding the absence. We are responsible to the Kane County Health Department to track illnesses that occur at the school.
- 3. Communicable Diseases:** If your child is diagnosed with a communicable disease, please notify the health office. When communicable diseases such as chicken pox, hepatitis, fifth's disease, measles or strep infection have been reported in a classroom, the school will notify the appropriate staff and parents per Kane County Health Department regulations.
- 4. Chronic Illnesses:** Parents should notify the health office of chronic conditions and have their physician fill out a *care plan form*. If medication is required, the parent must supply the medication and doctor's instructions to the school nurse.

DECIDING TO KEEP YOUR CHILD AT HOME

Due to the fact that preschoolers are in close contact with one another, we will enforce the following policy. If the symptoms listed below are exhibited after the child has arrived the parent will be notified to pick up their student.

Symptoms include:

- Fever over 100.4°
- Diarrhea
- A sore throat with fever or spots
- Thick, yellow or green nasal secretions accompanied by a fever
- Vomiting or nausea
- Cough accompanied by a fever
- Eye drainage
- Unusual rashes
- Crying or lethargic behavior

A CHILD MAY RETURN TO SCHOOL ONCE...

- He/She is fever free for 24 hours without medication.

- Vomiting and diarrhea has subsided and there are no recurrences for a full 24 hours.
- A period of 24 hours has passed from the time the initial dose of antibiotic has been administered for any type of strep or bacterial infection.

ILLNESS DURING SCHOOL

1. If a child becomes ill while at school, the parent or guardian will be contacted and expected to pick up the child as soon as possible. The child will remain in the Preschool office or Health office until the child is picked up.
2. The school nurse may assist with minor injuries and basic first aid such as cleaning with soap and water applying a band aid.
3. In the case of sudden severe illness, seizure, injury or worsening of chronic conditions, the emergency care plans will be followed. If a student needs to be transported to the hospital, 911 will be called and an administrator will accompany him/ her to the hospital and remain with the child until parent/parents arrive.

RELEASE OF STUDENTS

Children will only be released to parents/guardians or those who are authorized through Infinite Campus by their parents. Authorized persons must be at least 18 years of age. Any authorized adult who is not known by the staff will be required to show a picture ID at time of pick up. It is imperative that parents list all potential individuals who will be picking up their child be listed as an authorized person on their Infinite Campus account. Student siblings are welcome to wait for parents.

ANIMALS

Some Preschool classrooms may have small animals as pets, such as fish, gerbils, hamsters, guinea pigs, and frogs. Dogs or cats may not be brought into the building unless approval has been received by the Preschool or main office. Parents are asked to inform their child's teacher about any allergies to animals their child may have.

BEFORE CARE AND LITTLE LION LEARNERS (FORMERLY EXTENDED CARE)

Before Care and Little Lion Learners for Preschool students are available on a drop in basis on the days they attend class. Before Care is from 7:00-7:45 AM and is located in room S282. Please see the HCA website under HCA Essentials/Tuition for hourly rates. Little Lion Learners begins at 11:00 AM and the program has a specialized enrichment track for full day PreK students, as well as availability for both morning and afternoon students. If a student is not picked up within 15 minutes of the end of class they will be escorted to the Little Lion Learners classroom. Little Lion Learners rates will apply. Preschool Little Lion Learners runs

until 5:00 PM. Students who remain are brought to the K-8 After Care. Parents are asked to pick students up no later than 6:00 PM.

CODE OF CONDUCT

Harvest Christian Academy strives to make our school environment a healthy place where children learn, grow and develop Christian character. We ask that parents model this behavior for their children. Good modeling includes, but is not limited to:

- Lift each other up in prayer
- Encourage and love one another
- Confrontational issues to be handled appropriately
- No threatening of employees, children or parents
- No physical or verbal punishment to children at HCA
- No smoking on the school grounds or at school sponsored events
- No swearing or cursing
- Follow safety procedures
- Hold to confidentiality

DISCIPLINE

HCA believes a child needs to have clear limits set for them by adults. Our approach is based on Biblical principles and developmentally appropriate techniques. The following methods are used by HCA Preschool staff to guide children.

- Redirection of Behavior: the teacher changes the play situation before the child loses control.
- Verbal Methods: Making sure the child makes good choices and understands the reason to make good choices.
- Guided Behavior: (One-on-one guidance with the teacher) This would include taking a child by the hand, sitting next to him/her and modeling acceptable behavior. This method is adapted according to the child's age and needs.

- A short removal from the group or situation to give the child time to calm down and get control of his behavior.
- A staff member praying with the child to ask for God's help in the situation.

If unable to redirect a child's behavior with the preceding methods and it is determined that the child's behavior

- Prevents the child from receiving the education intended,
- Is harmful to other children or the teacher, and/or
- Becomes a disruption to the learning environment, then

The Preschool Director, classroom teacher and parents will meet to determine a plan of action to correct the child's behavior. In extreme situations it may be necessary to temporarily or permanently remove the child from the school.

THE FOLLOWING METHODS WILL NOT BE USED TO DISCIPLINE A CHILD:

- Physical punishment of any kind
- Deprivation of meals, drinks and bathroom visits
- Isolation
- Humiliation or scolding

Preschool Inconsolable Child – Tantrum Protocol

For a child who is extremely upset, crying loud, screaming, kicking, flailing, inconsolable or demonstrating a refusal that does not allow for continued regular classroom participation, the following is the protocol we will be using:

1. The teacher will contact the preschool office and either another early childhood staff member or Preschool Director who will come to the location the child is at and will continue to try to calm the child while the teacher resumes the normal routine of the class. If the child will not respond and continues the disobedient behavior, refuses to listen to directions and is unwilling or unable to be redirected, the teacher will remove the class from the room and the parent will be called. We will request that the parent come to the school immediately and take their child home.
2. The teacher will document this occurrence and the parents will be emailed with an outline of the incident. The Preschool Director will follow up with a phone call to parents regarding the incident.
3. Any additional incidents after the first occurrence will result in the staff member following the protocol outlined above and the parents will be required to have a meeting with the Preschool

Director. The Preschool Director will follow up with an email to parents outlining the agreed plan of action.

4. Our intention is to partner with parents and work to encourage the child to stay calm, use their words and communicate their needs or frustration to the staff, rather than acting out in a tantrum. Safety is our number one priority and this will help us in our aim to keep all students and staff members safe.

SCHOOL VISITORS

Parents and grandparents are always welcome at school. Because of security reasons and the schools' unfamiliarity with the child's grandparents, parents need to notify the school concerning a visit by grandparents. All visitors will be asked to sign in with the HCA receptionist at the main office and will wear visitors' name-tags while they are on the campus. Please ring the doorbell at the main preschool door entrance as the doors are locked during school hours.

LOST AND FOUND

Lost and Found items will be kept in the preschool office. If items are not claimed within a week, they will be placed with the lost and found items in the closets adjacent to the HCA reception desk.

GUM/CANDY

Children should not bring gum to school and we recommend that candy not be included in their cold lunches if staying for Little Lion Learners. We do give the students candy occasionally as a special treat. Please do not allow your child to have lollipops or suckers in the Preschool halls.

SEVERE WEATHER

Every effort will be made to provide early notification of school closing in the event of severe weather. Our school app will give school closing information as soon as the administration makes the decision. Parents will also receive a ClassDoJo notification from their teacher. Parents can get closing information from www.emergencyclosings.com as well. In the event of severe weather when school is open, parents may choose to keep their children at home. If preschool children are affected by school closings no makeup day or credit will be applied to the student's account.

COLD WEATHER POLICY

Students will need to dress appropriately for the weather. Outside play will be conducted according to these guidelines:

- Rainy days – indoors.
- Cold weather – Wind chill or temperature below 10 degrees = children will remain indoors.
- Cold weather – Wind chill or temperature above 10 degrees = children may play outdoors at the teacher's discretion.

- Teachers will notify parents when they plan to go outdoors. Children should be appropriately dressed for snow play with boots, hat, snow pants and mittens, as they are required for snow play. Though the preschool office has miscellaneous outerwear items, students who are not prepared for snow play may have to refrain from enjoying playtime in the snow.

FIRE AND DISASTER DRILLS

Fire and disaster drills will be conducted periodically as required by law. Students will be expected to follow instructions promptly and cooperate fully. A full Crisis Management Plan is in effect and is on file in the school office. This plan is kept confidential so as to protect students from breaches of security or intrusions on the school day. HCA will fully cooperate with emergency services available through local municipalities. Parents will be notified when drills or actual incidents of emergency procedures occur.

SOLICITATION

Preschool may not be used as a setting for any solicitation.

PHOTO/VIDEO RELEASE

By signing the Enrollment Form (or Re-Enrollment Form), parents agree to allow the school to use their children's image in pictures used for marketing the school and related school literature.

Parents should inform the preschool office should they not wish their child's image to be used in the above-stated manner.

FIELD TRIPS

Leaving the school on a field trip is often difficult for young children. Our campus is located on 80 beautiful acres with plenty of areas for teachers and students to explore. At HCA Preschool we have many visitors and interesting assemblies join us in the classroom to make the units we teach more engaging and fun.

CELEBRATIONS

In order for parents to focus on their preschooler, the events listed below with the exception of Spring Sing Family Night are only for parents and their preschool students. There are no siblings allowed at these events.

Classroom Parties:

- Classroom party dates will be communicated to you by your classroom teacher.
- All food must be commercially prepared and nut free.
- Preschool parties include Happy Birthday Jesus Party in December, Valentine's Day Party in February and End of the Year Party in May.

- The class parties are organized and run by the Room Parents. Any parent interested in becoming a Room parent are asked to notify the classroom teacher.
- Parents sign up to bring items such as games, food for special snack, crafts, etc.
- On a party day, there is NO GARAGE PICK UP. Parents are required to come to the classroom.

Miscellaneous Classroom Celebrations -

Harvest Festival:

Every fall, the preschool celebrates the Lord of the Harvest with a Harvest Festival. Your child's teacher will notify you of the day and the times your child will attend the festival. Parents are encouraged to join us and assist by taking small groups of children to each activity, help with face painting or serving in other capacities.

Dads and Donuts:

- This is a PreK event that occurs during the second semester.
- Dads are invited to be the guest of their son or daughter and spend approximately an hour with them and their classmates. They enjoy a sweet treat and fellowship with other dads.

Moms and Muffins:

- PreK classes celebrate mommy with a day to honor her in early May. Invitations are sent with a special program and snacks are served.

Spring Sing Family Night:

- This special evening is an opportunity for each class to perform a special act for their friends and families.
- Cookies and milk are served in our cafeteria after the performance. Parents may volunteer to donate nut free cookies prior to the day of celebration.

HOLIDAYS

Holidays that HCA observes can be located on our HCA calendar at can be found on the website www.harvestchristianacademy.org.

Labor Day

Veteran's Day

Thanksgiving Break

Christmas Break

Presidents' Day

Martin Luther King Jr. Day

Spring Break

Good Friday

Easter

Easter Monday

Memorial Day

RE-ENROLLMENT

Enrollment opens in January for the upcoming year. For returning preschool students, once your student is re-enrolled you will be asked to fill out the Class Preference Form. Please remember that our Preschool classes fill quickly and early registration is recommended to accommodate your request.