

CURRICULUM

Abeka, Wee Learn and Creative Curriculum.

Abeka books and BOOK FEE is non-refundable.

Class time starts promptly at 9:00 a.m. Parents are required to drop their child off with a smile.



Children's Church

Every Wednesday at 10:00 a.m.

Pre-K - Kindergarten

Gymnastics

Offered by Coach Caroline Peters for ages 2 and up on Mondays. A monthly fee of \$25.00 is charged and is payable directly to Coach Caroline Peters.

Dance

Offered by Courtenay Wise for ages 2 and up on Thursdays starting at 8:30 a.m. A monthly fee of \$25.00 is charged and is payable directly to Courtenay Wise.

TLC P.E.

On Fridays, children ages 2 - Kindergarten may participate in TLC P.E. activities. Sessions take place every 8 weeks. The children learn a variety of hand eye coordination, balancing, kicking, dribbling, and all the techniques of working together as a team at a cost of \$75.00.

Villari's Martial Arts

Ages 4 & up may participate. Classes will be divided according to age. Each session will last 8 weeks at a cost of \$100.00. Students will receive respect, self control, discipline and sincerity classes. Classes take place every Wednesday morning. For questions contact Villarisportorange@gmail.com

*Please note that any extracurricular activity cannot be prorated.

DIRECTOR/TEACHERS

All of our teachers are Christians. Teachers are Early Childhood Development Specialists (CDS). All teachers are certified in CPR and First Aid.



Revised 05/17/2023

Birthday/Holiday Parties are encouraged. Please see your child's teacher. All food must be store bought.

Halloween/Harvest Celebration - It is our school policy that we celebrate "Harvest", not Halloween, the last Friday in October.

Parents, please verify if there are any allergies in your child's class.

DISCIPLINE

It is our school's policy to redirect the child. We also use time alone in a thinking chair. A parent/teacher conference will be requested if behavior cannot be controlled. As a last resort, withdrawal from TLC may be enforced.

**Signed agreement required (located in enrollment application).*

BITING

If your child bites and has broken the skin of another child 3 times, an automatic withdrawal must take place. We encourage you to bring things such as, Oragel™ or a pacifier.

**Signed agreement required (located in enrollment application).*

ILLNESS • SICK POLICY

You will be called and required to pick up your child if they have a fever of 100.4, chronic/persistent wet or dry cough, thick green or yellow discharge from the eyes or nose, diarrhea, vomiting, pink eye and any open skin sores. If your child becomes ill he/she will be placed in the front office until your arrival. Before your child can return to their classroom, they must be symptom free for at least 48 hours and a doctor's note must be provided. TLC will not administer medication.

**Signed agreement required (located in enrollment application).*

REST TIME

Our daily rest time is 12:00 p.m - 2:00 p.m. Nap wraps are required.

PARENT SIGNATURE OF ACKNOWLEDGEMENT

I have read this pamphlet, understand and am in agreement of the rules and regulations required by TLC Kids Care.

Parent Signature

Date

The Living Cornerstone



1835 Taylor Road

Port Orange, FL 32128

386.788.0489 SCHOOL

386.523.1234 CHURCH

386.788.2553 FAX

www.TLCKidsCareONLINE.com

Kids@TLCKidsCareONLINE.com

Approved by the

Association of

Christian Schools International

License # 81066

TLC Kids Care admits children of any race, color, nationality or ethnic background.



MISSION STATEMENT

A Christian based, high quality, age appropriate spirit of excellence pre-school - kindergarten.

ENROLLMENT

Age 1 - Kindergarten

*Staff to student ratio meets state mandate & ACSI guidelines.

TLC requires a scheduled tour with both parents, your child and the director before an enrollment start date can be determined to ensure suitability between TLC and your family. In order for your child to enroll, you must provide the following:

- Blue Shot Record or Religious Exemption
- Yellow Physical Form
- Copy of Birth Certificate or Social Security Card
- Enrollment Application (Completed & Notarized)
- Registration Fee

NO EXCEPTIONS

Withdrawal Policy - TLC is required to receive a 1 week notice upon any withdrawal. TLC will hold personal belongings for only 30 days. Otherwise, the items will be discarded. Withdrawal can also be at the discretion of the director. TLC is not a fit for every child and/or family. If it becomes recognized that we must withdraw your child and/or family, we will give you a one week notice to allow your family to make the necessary arrangements needed.

RATE SHEET

Registration Fee / Non-Refundable \$100.00
3 Day Rate \$165.00 / 5 Day Rate \$185.00

Tuition is due and payable every Monday or the first day of the week your child attends. These fees are payable whether your child attends or not. Tuition is due 52 weeks yearly with the exception of 1 week vacation after 1 year. A \$25.00 fee will be added for any payments not made on time. Tuition can be paid by cash, check or credit card (3% added for credit/debit cards). Pay online at MyProcure.com. If TLC Kids Care is given a returned check, our policy will be by cash or money order thereafter.



TLC closes for the following days listed below.
Tuition is still required for these observed days:

- New Years Day
- Martin Luther King Day
- Presidents' Day
- Good Friday - Easter Monday
- Memorial Day
- Juneteenth
- 4th of July
- Labor Day
- Veterans Day
- Thanksgiving Day & Friday After
- Christmas Week / TBA Yearly
- Teacher Christian Conference Day
(2) dates to be announced



HOURS OF OPERATION

Monday - Friday 7 am - 5:30 pm*

**Subject to change*

A \$25.00 late fee will be applied for every 15 minutes after 5:30 pm. After 3rd late warning, your child will be withdrawn from TLC.

All children must be dropped off no later than 9:30 am.

PARENT PICK UP/DROP OFF*

Every family enrolled will be finger printed and entered into our database. Parents and/or guardians are responsible for checking their children in and out at our door kiosk daily. (With the exception of the back building). Drop off time is no later than 9:30 a.m. Children may only enter late with a doctor's note.

**Unless modified by the director in select situations.*

OBSERVATION/ASSESSMENT

TLC Kids Care is required to perform observation/assessment two times yearly if needed. Should your child need outside resources, TLC will provide them for you.

DRESS CODE

Covered toed shoes are required (No Crocs or Rain Boots). No midriffs or spaghetti straps please. No scary monster, witches, bats, skeletons, Pokemon, Harry Potter on T-Shirts or lunch boxes. Kindergarten students will be required to wear a TLC uniform polo Monday - Thursday. Friday will be free dress!

POTTY TRAINING

I encourage the classroom teachers to communicate with the parents as to when they feel potty training be introduced. Our policy is, if your child has BM accidents every day, and is urinating more than 2 times daily in their underwear, their behavior displays they are not ready. We will then suggest trying at a later time. It is very important that our two year olds become more verbal with the teacher as this does help enhance the progress. Otherwise, the children will be placed back into their pull-ups for the health and safety of the entire environment. It is our school policy that ALL 3 year olds are fully potty trained.

MEALS

Parents are to provide meals Monday - Thursday. Morning snack, lunch & afternoon snack are required. Lunch boxes and ice packs are required by state law. Children are given 30 minutes to eat. Friday is Pizza Day (at no additional charge) and no lunch box is required **unless your child has dietary restrictions.**

SHOW & TELL

One toy from home may be brought in on Fridays only. Do not encourage your child to enter our school in the mornings with toys. This will upset them when we return the toy to you.

EMERGENCY EVACUATION

If an emergency such as a national disaster, hurricane, severe weather or power outage were to occur, all children and staff would evacuate to the safety room located in the back of the church.

If TLC were to experience a chemical spill, fire or another kind of uncontrollable emergency, all children and staff would be transported to Taylor Road Fire Dept. 756-7490.

BASIC SUPPLIES

Individual class supply lists are available from your child's teacher

- Diapers/Pull-ups/Extra underwear
- Wet Wipes
- Bottle/Sip Cup with a straw
- Change of Clothes
- Tissues
- 1" or 2" Kindermat
- Nap Wrap only

