



Madison Christian Preschool Handbook



Mission Statement:

**MADISON
CHRISTIAN SCHOOL**

Psalm 1:1-3 "...planted by rivers of water..."

Revised 3/20/2017

Madison Christian Preschool's mission is to provide an academic, spiritual, and social foundation for young children in a safe, nurturing environment with Christian values and principles.

Contact Information:

Madison Christian School
45369 234th St., Madison, SD 57042
605-427-0109

Classes:

2 day Preschool (3&4 years old, 2 years before Kindergarten)
Tuesday/Thursday AM (8:15-11:15)

2 day Preschool (3&4 years old, 2 years before Kindergarten)
Tuesday/Thursday PM 12:30-3:30

3 day Preschool (4&5 years old, 1 year before Kindergarten)
Monday/Wednesday/Friday AM 8:15-11:15

3 day Preschool (4&5 years old, 1 year before Kindergarten)
Monday/Wednesday/Friday PM 12:30-3:30

Grade Placement:

Placement assessments may be recommended for students enrolling in MCS or Preschool. These exams will help parents and MCS and Preschool staff to make the best academic decision for the student.”

Tuition:

Families can expect to pay a non-refundable \$30 registration fee and tuition each month. The registration fee is nonrefundable. Tuition is due on the 1st of each month. A late fee of \$25 will be charged to your account after the 15th of the month in which tuition was due. Payment can either be brought to the school and deposited in the white box directly inside the school doors or mailed to Madison Christian School, Attention: Treasurer, 45369 234th St., Madison, SD 57042.

Drop Off and Pickup:

Please bring your child to school between 8:00 AM and 8:15 AM for the morning class and between 12:15 PM and 12:30 for the afternoon class. When you arrive, please park in the parking lot and walk them to the classroom. Students should be picked up promptly at the end of class. Children will be released only to those authorized to do so as noted on the registration form unless we are notified by the parent/guardian. If something comes up and you need to drop your child off late or pick up your child early, please call the school at 605-427-0109 to let us know as soon as possible. Your consideration and attention to punctuality is appreciated!

***Please do not drop your child off at preschool earlier than 15 minutes before class starts.**

Alternate Transportation:

Revised 3/20/2017

Public transportation may be available through East Dakota Transit. You will need to contact them directly at 605-256-5810 to make arrangements. You will also be responsible to notify East Dakota Transit if your child will not need their services on a given day.

School Closing and Make-up Days:

School closings, late starts, and early dismissals due to inclement weather will be announced on the local radio station (KJAM 103.1 FM). Madison Christian Preschool will follow the Madison Central School District's decisions on weather. In the event of a late start, the morning preschool class will be cancelled. Madison Christian Preschool will follow Madison Central School's calendar for make-up days.

Illnesses/Absence:

Please keep your child home from school if they have a fever, are exhibiting stomach flu symptoms (repeated vomiting and/or diarrhea), have a contagious illness (for example, strep throat) or generally do not feel well enough to participate in school activities. Please call the school as soon as possible if your child will not be attending preschool. Your child can return to school after they have been symptom free without medication (i.e., Tylenol, etc) for 24 hours, have been on antibiotics for 24 hours, or cleared by a doctor.

School/Home Relationship:

Madison Christian School and Preschool realizes that parents have the primary responsibility for the education of their children and our goal is to come along side of you as you undertake this noble responsibility. It is therefore very important that there is open communication between parents and the school. Parents will be kept up-to-date with preschool activities and lessons through a monthly newsletter and periodic notes and phone calls. Each child should have a sturdy folder. Please check your child's folder every day to admire their work and look for any notes. Student progress will be recorded throughout the year via student portfolios. There will be two scheduled parent/teacher conferences during the school year. Do not feel you have to wait for scheduled conferences to discuss your child's progress or any concerns you have. Please feel free to talk to the preschool teacher or other Madison Christian School staff at any time of the year.

We also encourage parental involvement at school. Let your child know you are interested in their day by asking them questions and talking about school. From time to time fun activities may be sent home that are intended to allow you to participate in your child's learning. There are also many opportunities to participate in the school family as a volunteer. Throughout the year there will be times when we need parent volunteers for field trips, special projects, fundraisers, etc. If you are able, please consider helping out in some of those roles.

Classroom Management/Discipline:

Our philosophy of discipline begins with the recognition that the authority and responsibility to discipline come from God. Discipline must be based on God's standards of righteous conduct found in the Bible. But while these standards are based on righteousness, they are also founded on love. Our purpose in discipline is to help students recognize their need to be accountable to God for their attitudes and actions, to be respectful of the authorities He has placed in their lives,

and to develop self-discipline. Appropriate discipline will lead our children to growth in becoming disciples—followers of Christ.

Our emphasis will be on teaching and positive reinforcement of correct behavior. Consequences to inappropriate behavior will depend on the situation. Techniques such as conversations with the child, redirection, natural consequences, time outs, and loss of privileges will be used. Parents will be kept informed about their child's behavior.

Snack:

Snack time is an important time of the day. It helps the students concentrate and learn by providing nourishment and energy for the body. It is also full of opportunities for the children to learn and practice social and communication skills. Snacks will be provided by parents sending crackers or healthy cereal every 9 weeks or as needed. Please save treats like cookies and cupcakes, fruit snacks, candy, etc for special occasions like birthdays and holidays.

Clothing Considerations:

Please dress your child in clothes which allow freedom of movement and are weather appropriate. Shoes should be sturdy and allow for jumping and running. As weather permits, we will include daily outdoor play where the children will have a chance to practice gross motor skills like running, skipping, jumping, climbing, etc. Please send your child to school prepared for the season's weather. Also keep in mind when choosing clothes for school that some activities may be messy. We will do our best to protect your child's clothing by using washable art supplies and paint shirts, but we cannot guarantee these precautions will always be successful.

Personal Belongings:

We will have show and tell throughout the school year. Outside of show and tell, please do not send special items like toys, blankets, and stuffed animals to school. There is too much potential in a school setting for those things to get lost or damaged. Please label your child's personal belongings.