



Christ Our King  
Nursery School

[2150 Dundas Street West, Mississauga, Ontario L5K 1R5 905 823 1961](#)

*A Great Place To Grow in Knowledge & Grace*

(May, 2017)

## Welcome to Christ Our King Nursery School

Dear Parent,

Thank you for your interest in Christ Our King Nursery School. It is our pleasure to introduce you to our school, share with you all our school has to offer and invite you to visit a *great place for your child to grow*.

Shining with the care and love of Jesus, Christ Our King Nursery School provides a Christian setting for your child's early development. Our non-profit Nursery School and Kindergarten has been in operation since 1972. We are pleased to offer varied learning experiences to support your child's growth - intellectually, spiritually, socially, emotionally and physically. Our ratio of 1 to 8 allows our educators the opportunity to engage in the learning experiences with your child. Because of the small class size, children can develop authentic relationships with the teachers and other children. Our large bright classroom contains many areas of exploration, discovery and learning.

The best way to learn about our school is to come for a visit. You can arrange a time by email: [principal@christourking.ca](mailto:principal@christourking.ca) or phone 905 823-1961.

Our website is [www.christourking.ca/nurseryschool.htm](http://www.christourking.ca/nurseryschool.htm)

We look forward to seeing you.

Sincerely,

Sharyn Thibault  
Nursery School  
Board Chair

Evelynne Haz  
Supervisor/ Teacher

Lynda Morell  
Assistant



*Christ Our King  
Nursery School*

## **SCHOOL INFORMATION Program Statement**

Christ Our King Nursery School is a warm, caring and nurturing environment that welcomes all children. Our teachers shine with the love of Jesus. We believe that children are competent, capable, curious and rich in potential.<sup>1</sup> Each child is a unique and special gift from God. Our goal is to provide a program that encourages all areas of your child's development: socially, emotionally, physically, intellectually and spiritually.

At Christ Our King Nursery School, our program is consistent with the Ministry of Education's policies and pedagogy. Ministry of Education documents referenced were:

- Early Learning For Every Child Today
- Think Feel Act: Lessons from Research About Young Children
- How Does Learning Happen?

Our goals for children are guided by the Four Foundations of "How Does Learning Happen?"<sup>2</sup>

- Every child has a sense of **belonging** when he or she is connected to others and contributes to their world.
- Every child is developing a sense of self, health and **well-being**.
- Every child is an active and **engaged** learner.
- Every child is a capable communicator who **expresses** himself or herself in many ways.

### **Belonging**

We foster the sense of belonging by making children feel safe and secure. We develop loving and caring relationships with each child. We value their diverse cultural backgrounds and experiences. Having this sense of belonging equips the children to explore, make inquiries and make connections with other children, educators and the world around them.

### **Well-Being**

The well-being of our children is very important. We use visual and verbal clues to assess how children are feeling and offer assistance if needed. Children develop a strong sense of self and competence when given opportunities appropriate to his/her age and abilities and self-regulation skills that assist your child to remain calm, focused and alert.<sup>3</sup> We provide the children with healthy, nutritious snacks according to Canada's Food Guide. Our children have time for physical activity during indoor and outdoor play.

### **Engagement**

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<sup>1</sup> HDLH pg 6

<sup>2</sup> HDLH pg 7,8

<sup>3</sup> TFA pg 23

Children are engaged when they are genuinely and actively involved and interested in what they are doing.<sup>4</sup> Our large classroom is filled with materials that promote exploration, creativity, play and inquiry. There is a balance of child-initiated and teacher supported activities. Through play, inquiry and exploration, children develop skills such as problem solving, creative thinking and innovating which are essential for future learning and success.

### **Expression**

Children express themselves in many ways and we respond to their cues and communication. Our classroom has a variety of materials that allow children to express themselves through drawing, painting, music, movement and story telling. Throughout the morning, your child will have many opportunities to engage in meaningful conversation with other children and their educators. Activities, displays and materials that promote pre literacy skills are incorporated throughout the classroom

Our parents are an integral part of their children's education and we value their knowledge and experience. Our interactions with families are handled with respect, care, empathy, trust and integrity. Daily communication with parents and caregivers assists us in providing the best possible care and learning experience. Monthly newsletters inform parents of special dates and events. Parent/Teacher interviews scheduled twice a year provide a more comprehensive discussion about your child's development. Parents are welcome on school trips. There are several times in the school year when families are invited for special occasions i.e. Christmas Pageant, Mother's Day, Father's Day and Graduation Celebration. We have a Parents Information Night early in the school year giving parents a time to meet each other, learn about the school and to elect a parent to serve on the Nursery School.

Our teachers are experienced educators who continue to grow professionally. They use documentation and reflection to review the effectiveness of the program. We are members of Raising the Bar-Peel, a quality initiatives program that provides on going professional development to ensure high quality early learning education.

### **Inclusion**

Children of all cultural backgrounds, parental status, physical and mental ability are welcome at Christ Our King Nursery School. We are committed to provide developmentally appropriate learning experiences that support access and participation of each and every child. Our community partner PIRS (Peel Inclusion Resource Services) supports the children, teachers and families to ensure the needs of all the children are being met.

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<sup>4</sup> HDLH pg 35

## Programs and Fees

Christ Our King Nursery School provides a morning preschool program from September to June. We are a Christian preschool where children learn Bible stories in an age-appropriate manner. Bible songs and prayers are part of our daily routine.

**Preschool:** 9:00-11:30 a.m. **or** 9:00 a.m. – Noon

Ages: 2 ½ to – 4 ½

**We have some space for children who have reached their 2<sup>nd</sup> birthday.** Contact us for availability.

Programs Offered: 2 days, 3 days, 4 days, or 5 days per week. Student/Teacher Ratio: 8 to 1

**Program Fees for 2017 - 2018:** Registration: \$60/year (per family; non-refundable)

	2½ hour program	3 hour program
2 days	\$195/month	\$215/month
3 days		
M/W/F	\$270/month	\$300/month
T/W/T	\$285/month	\$315/month
4 days	\$350/month	\$385/month
5 days	\$410/month	\$450/month

\*\* There is an additional fee for Tuesday, Wednesday and Thursday 3 day program because there are no holidays when the school is closed.

Normally families sign up for the same regular days each week. We are able, when we have space available, to offer some flexibility if you need to do an alternate day.

### Payment Options

- 10 post-dated cheques for the first of the month payable to “**Christ Our King Nursery School**”
- 2 lump sum cheques September to December and January to June. If you choose this method, the registration fee will be waived.
- Cash at the first of the month.

**Please make post-dated 1<sup>st</sup> of each month cheques payable to “Christ Our King Nursery School.”**

### Fee Subsidy

Christ Our King Nursery School now has a Fee Subsidy Agreement with the Region of Peel. Families who qualify may get assistance in payment of tuition fees. If you would like information about applying for fee subsidy, please ask the staff.

**Licensing & Governance:**

Christ Our King Nursery School is a non-profit school, licensed by the Ministry of Education – Early Learning Division, governed by the Child Care Early Learning Year Act 2014, and regularly inspected by the Region of Peel Health Department. An Early Learning Specialist from the Region of Peel assesses our program, materials and classroom annually. We are managed by a Nursery School Board, which is made up of volunteers from Christ Our King Lutheran Church, the Nursery School Supervisor and a parent representative elected by the parents. The Board's responsibilities include the operation of the school, working with staff and families, providing materials, support and encouragement and funds for staff professional development.

**Staffing:**

All teachers are certified Early Childhood Educators and are registered with the College of Early Childhood Educators. Assistant teachers are not required to have an ECE certificate but share in the joy of working with young children and have significant experience doing so. All staff including volunteers and substitute teachers are required to have a vulnerable sector background check by the Peel Regional Police prior to working in the school. Most important, our Staff works collaboratively to provide quality education for all children based on God's love.

**Prohibited Practices**

At Christ Our King Nursery School we do not use the following prohibited practices:

- Corporal punishment of the child
- Deliberate use of harsh or degrading measures on the child that would humiliate the child or undermine his or her self-respect
- Depriving the child of basic needs including food, shelter, clothing
- Locking the exits of the school for the purpose of confining the child or
- Using a locked or lockable room or structure to confine the child if he or she has been separated from other children

A Board member will review the staff's behaviour management practices 3 times a year. We treat each child with respect and love and provide techniques for children to solve conflicts.

**Volunteers and Placement Students**

- Volunteers and placement students are not permitted to be alone with a child.
- Volunteers who have direct contact with the children will provide criminal reference check prior to providing care and guidance.
- Volunteers or placement students may not be counted in the staffing ratios of Christ Our King Nursery School and Kindergarten.



## **APPLICATION PROCESS & POLICY**

### ***Admission Policy***

Christ Our King will accept children on a first-come-first-serve basis upon the following conditions.

- Fully completed registration form
- Payment of non-refundable registration fee of \$50.00 (per family). A \$50.00 registration fee and a completed registration form will hold a space, if available, for a later start date.
- Proof of current immunization
- Child is 30 months (2.5 years) of age. We have a few spaces for children 24 months (2 years) of age. We do accept children who are not yet toilet trained.

If you are choosing less than a 5-day program, we will accommodate your choice of days if space is available.

### ***Tuition Payment***

There are 3 payment options for tuition. (1) Fees can be paid by monthly post-dated cheques from start date to June, (2) One cheque for payment from September to December and a post dated cheque from January to June (3) Payment in full for one year. If you choose options 2 or 3, the registration fee will be waived.

### ***Withdrawal/Discharge Policy***

Parents withdrawing their child must provide written notice 4 weeks prior to the date of withdrawal to get a full refund of unused post-dated cheques. If your child is absent due to vacation or sickness, we cannot reduce your monthly payment.

Christ Our King Nursery School will make every effort to accommodate children in our program. We will work with parents to ensure your child makes a smooth transition from home to school.

At Christ Our King Nursery School we reserve the right to discharge a child if:

- After a reasonable period of time determined by staff and parent, the child has not adjusted
- A child is physically abusive toward a staff member or child
- Parent/guardian is abusive to staff, children or his/her own child
- Consistently late fee payment or lack of fee payment

### ***Communication***

To keep all parents informed, communications will be sent home regularly in a monthly newsletter, which will include a calendar of the month's events. Please remember to check the bulletin board and parent pockets regularly for any extra news posted. Parent-teacher interviews will be scheduled twice a year, one in the fall and one in the spring.

### ***Children's Clothing***

Send an extra set of clothes (don't forget socks) and indoor shoes in your child's backpack. To avoid losing children's items please label everything. For outdoor play please dress your child according to the weather.

### ***Change of Information***

If any information changes from the original registration form (phone numbers, work place, address etc.) we must be informed immediately in writing.

### ***Custody of a Child***

At the time of enrolment we require the names and addresses of individuals into whose care we are permitted to release your child. Please keep this list up to date. We will not release your child to anyone without written consent. Staff will also require that the person provide identification (driver's license) before we will release the child.

### ***Field Trips***

Information and permission forms will be sent home in advance of all scheduled field trips.

### ***Sick Days***

For your child's comfort and for the consideration of staff and other children, please keep your child home for any of the following reasons:

- Fever of 38.3C or higher
- Vomiting or diarrhea
- Any symptoms of childhood diseases, such as scarlet fever, German measles, mumps, chicken pox, strep throat, flu, etc., or any other infectious or contagious disease.
- Common cold from onset through one week
- Sore throat
- Croup
- Fifth disease
- Any unexplained rash
- Pink eye or other eye infections. The child must be on medication for 24 hours and not exhibiting any symptoms before he/she can return.
- Cloudy or green runny noses or persistent cough
- Any communicable disease

If your child is going to be away due to illness, please phone the school. If staff is not there, leave a message informing us of the reason for the absence.

We require that a child be free of fever for 24 hours before returning. In all cases of illness, please make sure your child is free of symptoms and is feeling well enough to fully participate in all activities.

If your child becomes ill at school, you will be notified to pick him/her up. We will do whatever we can to make him/her comfortable while awaiting your arrival.

### ***Inclement Weather Days***

In case of inclement weather we generally follow the school closing decision of the Peel District School Board. If this board closes the schools, we will close as well. In such instances, you will receive a phone call.

### ***Snacks***

Our preschool program provides nutritious snacks daily. A snack calendar is posted on the parent bulletin board. We have a strict 'No Nuts' policy. During special events and birthdays please carefully check the ingredients before sending food to the school. Prior to bringing treats to school for the children, please discuss it with the staff to make sure they are appropriate for all to enjoy.

### ***Allergies***

When registering, please inform us of any allergies your child has. Keep us informed if additional allergies develop or if some allergens have been eliminated during the school year. If your child has a peanut or other life-threatening allergy, you must provide us with an EpiPen prior to enrolment.

### ***Holiday & Professional Development Days***

Our holiday schedule (Christmas, Easter, March Break) coincides with the Peel District School Board. Professional Development time for Staff will be handled on an individual basis. Usually the school will not be closed for this reason.

### ***Fire Drills/Evacuation***

Each month we will conduct fire drills. We practise using the main route (the main school entrance) as well as the alternate route. In the event of an evacuation, we will take the children to The Erinview located next door at 2132 Dundas Street West. We will keep the children there until it is safe to return or notify parents for pick up at The Erinview.

### ***Non-Smoking Policy***

Christ Our King Nursery School is a non-smoking facility. No smoking is permitted on the premises (building, playground, parking lot)

### ***Security***

All doors (both school and entire church building) will remain locked during school hours.

### ***Confidentiality***

All information collected for the purpose of registration will not be shared with a third party unless you give written consent.

### ***Pastoral Care***

Christ Our King Nursery School is a ministry of Christ Our King Lutheran Church. If a family spiritual need arises, please feel welcome to talk to Pastor Flohr or bring the need to the attention of the staff.