



CHRIST

UNITED METHODIST PRESCHOOL

Parent Handbook

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Welcome

Welcome to Christ United Methodist Preschool.

We are grateful that God has brought you to our preschool.

Our preschool has been proudly serving the Jacksonville Beaches area since 1960.

Every child in our care is an individual, created by God and loved.

We are licensed by the state of Florida by the Department of Children and Family Services. Our license number is C04DU0542. We are also a 501c3 organization.

We are members of the United Methodist Association of Preschools and we are currently seeking accreditation with them.

**“Train a child in the way he should go,
And when he is old he will not depart from it.”**

Proverbs 22:6

A letter from the Directors ~

Dear Parents,

It is our privilege and joy to work here at CUMP as directors. The safety and well-being of your children is our number one concern. We are committed to providing a fun, healthy, Christian environment for them to learn, grow, and develop. We love to share Jesus with them, and teach them how to love one another, because He first loved us.

We believe communication is the key to a good working relationship between parents, teachers, and administrators. Please feel free to stop by the office, send us an email, or call at any time. We value your input and want to know of any concerns you may have.

We love our little preschool and know you will too!

Joyfully Directing Together,

Laura & Lindsey

My name is Nelson Cowan and I serve as the pastor of Christ United Methodist Church. I wanted to take the opportunity to introduce myself to you. I am a Jacksonville native (Duuuval!), who grew up in the San Marco area of town. I then stayed in-town for college at UNF (Go Ospreys!), before heading off to other educational and professional endeavors. I'm an ordained minister, a musician, and an adjunct professor at several institutions (Emory University, Drew University, and Wesley Theological Seminary). My wife, Samantha, is also a pastor in the UMC. We've been married for 7 years and are the parents of Cameron, who's excited to be in the Angelfish classroom at CUMP this year!

In addition to introducing myself to you, I wanted to make sure you knew about the opportunities we have for you at Christ Church. We have 2 Sunday worship experiences. At 10:15AM, we have a traditional worship service, which includes nursery care for our youngest worshipers and children's activities for those who are a bit older. At 6PM, we offer our RampUp service, which is intentionally informal, family-focused, and features a contemporary worship band. We also have youth opportunities for your older children and lots of opportunities for you to connect either through a small group, Sunday school class, or outreach opportunity. We are very involved in the community around us and would love to have you join us in any of those efforts.

We view the families of the preschool and the church as one cohesive unit. How can we help you teach your children not just necessary skills for education and life but also about a God who loves them? One way we do this is through our "Preschool Connection" time, where we introduce different characters from the Bible (acted out by church members) and teach your children about important Bible lessons. We also provide a music program and a weekly chapel time. As part of the "Preschool Connection" time we will be sending memory verses home with our older children and prayers home with our younger children. We hope to help your child and your entire family connect with God. If there is anything that I can do for you or for your family, please let me know. I am the pastor not just of this church and its members, but also to the preschool and the greater community. I look forward to meeting you and seeing you around the church or at the many wonderful preschool events! I'm so blessed to serve here at Christ United Methodist, and I look forward to getting to know you and watching as our children grow and learn throughout the year. Pastor Nelson

Please read this handbook in its entirety. Recognize that our rules and regulations are in place to promote a clean, safe, and fun environment in which to facilitate learning. We require that all parents and preschool staff always adhere to all of our rules. We will hold you to these expectations while your child attends our preschool.

Mission Statement

Our mission at Christ United Methodist Preschool (CUMP) is to offer our community a safe, healthy, and age appropriate learning environment that teaches children about God's love and prepares a child for elementary school. We provide every child the opportunity to develop spiritually, academically, physically, emotionally, and socially through constructive play, a Christian curriculum, and resource programs.

Purpose

The purpose for Christ United Methodist Preschool is to be a part of the overall mission of Christ United Methodist Church of Neptune Beach, Florida. CUMP exists as a not for profit outreach to the community by assisting parents with their role as early educators. Our responsibility is to promote a child's growth in spiritual, academic, physical, emotional and social areas of development. We seek to create a nurturing environment that is safe, healthy and age appropriate for the children in our care. Our goal is to teach children about God's love and prepare each child for a successful transition to an elementary school environment.

Our Philosophy of Education

At CUMP, we view our preschool ministry as a service to the families and children of our community who desire quality Christian childcare and academic enrichment for their child beginning at six weeks through the Voluntary Pre-Kindergarten (VPK) program. Our goal is to provide an early education program that develops the whole child (spiritually, academically, physically, emotionally, and socially) by providing a preschool experience of lasting value with biblical values and principles woven throughout.

Based on the philosophy that young children learn best through play and hands on experiences, we provide developmentally appropriate opportunities for them to explore, make discoveries, and learn respect for themselves and others. The classrooms are set up to provide opportunities for free play, large and small group activities, and individual needs. We strive to instill in each child that they are valued and loved by God. We firmly believe that all children are wonderful gifts from God to be cherished and nurtured.

Statement of Faith

We believe:

- There is but one living and true God, everlasting, without body, and of infinite power, wisdom, and goodness; the maker and preserver of all things, both visible and invisible. And in unity of this Godhead there are three persons, of one substance, power, and eternity – The Father, Son, and Holy Spirit.
- The Holy Bible, Old and New Testaments, reveals the Word of God so far as it is necessary for our salvation. It is to be received through the Holy Spirit as the true rule and guide for faith and practice.
- We believe in Jesus Christ, truly God and truly man, in whom the divine and human natures are perfectly and inseparably united. He is the eternal Word made flesh, the only begotten Son of the Father, born of the Virgin Mary by the power of the Holy Spirit. As ministering Servant he lived, and suffered and died on the cross. He was buried, rose from the dead and ascended into heaven to be with the Father, from whence he shall return. He is our eternal Savior, Mediator, Intercessor, and Judge.
- We are accounted righteous before God only by the gift of faith in Jesus Christ and that only by God's grace, not by our own works, are we saved. Our faith is evidenced through love of God and our neighbor.
- In the spiritual unity of believers in our Lord Jesus Christ.
- In the present ministry of the Holy Spirit who leads all persons through faithful response to the gospel into the fellowship of the Church, and comforts, sustains and empowers the faithful and guides them into all truth.

Objectives

- To instill in each child the personal knowledge of God's love for them through a Christian curriculum.
- To provide an environment in which each child is accepted as an individual of great value and precious in the Lord's sight.
- To provide a preschool where a child can develop spiritually, academically, physically, emotionally, and socially.
- To develop relationships of mutual trust and respect with adults and peers, understand perspectives of other people, and be compassionate.
- To understand and respect social and cultural diversity.
- To develop a positive self-concept and attitude toward learning, self-discipline, self-control, and a sense of belonging.
- To develop curiosity about the world, confidence as a learner, creativity, imagination, and personal initiative.
- To gain knowledge about the care of their bodies and maintain a desirable level of health and fitness.
- To have a successful transition to an elementary school environment

Parent Teacher Communication

Communication between parents and teachers is essential in the education of a child throughout their school years. Every child ages 1 and up, is provided with a red folder at the beginning of the school year. This folder is essential for communication between the preschool office, parents and teachers. The folder may contain homework, class work, a calendar of events, behavior notifications, or letters from the office or teacher. Please make sure this accompanies your child to school each day.

In the event you need to speak to your child's teacher for more than a moment, please call the preschool office to make an appointment. Talking to your child's teacher during classroom hours takes their attention away from their primary responsibility of ensuring the safety of all the children. Cell phones at school are for emergency use only. We are happy to help you set up a conference as needed.

Preschool Board

The purpose of the Preschool Board is to assist in developing policy, and aid the Director in administering the program of the preschool. The board is composed of the Preschool Director, Assistant Director, Preschool Teacher Representative, Director of Children's Ministries of the Church or Church Pastor, no more than three church members, and no more than two parent representatives.

Miscellaneous Information

1. Please notify your child's teacher of any changes or problems your child may be experiencing. Divorce, moving, new animals in the home, death in the family, etc. are all examples of things we need to know about your child's environment. We have found that even the smallest of things could affect a child's behavior and hinder his or her learning experience in the classroom. All information will be kept confidential.
2. Please notify the office immediately if there are any changes with phone numbers, e-mail addresses, residency, or allergies. It is important that we have your current information in case of emergencies or for parent/teacher communications.
3. **If you ever have a question or concern, please let us know.**
4. **Immunization Records** (expires when shots are needed again) and **School Health** forms (expires every 2 yrs.) must be kept up to date in order to attend school.

*It is possible that a child will be in the school without their shot(Religious exemptions).

We work very hard to provide young children with a happy, positive introduction to school. This is most frequently accomplished through the combined efforts of the teacher and the parents/guardians. However, if we feel we are not the most appropriate place for your child to have a positive learning experience, or he or she is hindering others from having a positive

learning experience, we reserve the right to ask the parents/guardians to seek another preschool facility.

5. If you are in need of child care assistance(school readiness), Voluntary Prekindergarten, or Child Care Resource and Referral, please call (866) 3573239 or visit www.floridaearlylearning.com

Infants/Toddlers

Parents with infants will supply all food/ formula. Bottles in the infant room should be brought in prepared by the parents. Each infant should have at least three 5oz bottles daily (four bottles if staying over 8 hours during the day). All bottles, lids, food containers, and bags must be **labeled with the first and last name** of the child in care and taken home to wash at night.

Parents will supply diapers or pull-ups and baby wipes. Please keep enough diapers at school for your child to have plenty for the day.

Breastfeeding moms are welcome to feed their infants in the infant room or in a quiet room adjoining the infant room. We are happy refrigerate and use breastmilk too. Please ask the Infant Room teachers for more information regarding breastfeeding.

Biting Policy

Biting is a normal stage of development for young children who are teething and are still developing their language skills. It is usually a temporary condition that is most common between 13 and 24 months of age. For safety and health concerns, we take biting seriously. We try to make every effort to extinguish the behavior quickly and to balance our commitment to the family of the biting child to that of other families.

If a child bites more than once in the same day, parents will be called and the child will be sent home. This is to protect all the children in our care. If the biting behavior continues, and we feel we have made every effort to make the program work for the biting child, we will ask the family to withdraw the biting child.

Child Abuse and Neglect

All teachers and staff who work in contact with children are mandated to report any suspicion of child abuse and neglect to the Department of Children and Family Services.

Withdrawal Procedures

A written two-week notice is required if for any reason you decide to withdraw your child from our preschool.

Fundraising

The preschool may provide opportunities to participate in fundraising during the school year. Participation is not mandatory but encouraged to provide additional equipment and supplies for the classrooms. Donations are always welcome.

Resolving Problems/ Complaints

We will use the biblical model of Matthew 18:15-17 to handle any disputes. The principle meaning is to handle each complaint with the persons directly involved at the lowest level possible. If a resolution is not accomplished, then the parent meets with the teacher as well as the director to seek a resolution in a spirit of reconciliation.

Curriculum

At CUMP we use a unit based curriculum for our children. Our curriculum encompasses a biblical objective, bible lesson, unit theme, social studies, language arts, letter activity, pre-writing skill, math, literature, creative art, and problem solving, and science/curiosity/sensory skills. Each week we provide resources in the form of Movement Education, Spanish, Chapel, Character Development, and Music for our children. We utilize Pinnacle (Infants-2) & WEE Learn Curriculum(2+) to develop skills, verbal communication, and social skills.

Enrollment Procedures

Each

February begins the enrollment period for the following Summer and Fall. Currently enrolled families will have 2 weeks prior to Feb to enroll their children. In order for current families to re-enroll, their child's account must be up to date. Enrollment opportunities will open to families on our waitlist in the Spring.

Non-discrimination and Harassment

CUMP

maintains a firm policy prohibiting discrimination against any race, color, or national and ethnic origin. All forms of harassment by students, school personnel, or parents that create an intimidating, hostile, or offensive environment will not be tolerated under any circumstances.

Dismissal Policies and Procedures

There may come a time that we find it necessary to

dismiss your child from CUMP. On those rare occasions, the following would be cause for dismissal.

-Excessive

aggressive behavior

-Use of threats or verbal abuse

-Failure to follow school policy

-Failure to follow the school's rules and requirements

- Failure to pay tuition on time
- Excessive absences or tardiness in VPK

Open Door Policy

Parents are welcome to visit their child's classroom at any time. We encourage you to visit at least once to get an idea of what your child's day entails. Volunteers are welcome to help in the classrooms on an as needed basis with the approval of the Director and Classroom Teacher and must check in at the Preschool office first. Anyone volunteering over 10 hours a month must complete a background check through the Department of Children and Family Services at their own cost.

Your Child's First Day

We recommend touring the school with your child prior to their first day of preschool. We understand that no matter how well prepared a family may be, this process can be overwhelming sometimes. We encourage parents to reassure their little ones, but making it short and sweet is the most beneficial for everyone. Parents are welcome to call to see how their child is adjusting to their new environment. We do not consider any questions or concerns you may have unimportant.

Adjustment periods vary depending on each child. We recommend that you give your child at least a month to adjust to the new environment. Please allow two months for those children attending fewer than five days a week. We do ask that parents do not volunteer in the classrooms for at least a month after the start of the school year to allow adjustment to their new routines and schedules.

School Calendar

Christ United Methodist Preschool is a year round school. Each year, we are closed for a Christmas break and a Spring break and a Teacher Planning day. The preschool will also observe the following holidays: Labor Day, Veteran's Day, Thanksgiving Day and the day after, Martin Luther King's Birthday, President's Day, Good Friday, Memorial Day and Independence Day. If the holiday falls on a weekend, check the School Calendar for the holiday observance date. Tuition does not get prorated for days the school is closed – these are already factored into our tuition prices. The School Calendar is passed out at the beginning of each school year and can be picked up at any time in the office.

Emergency Closures

In the event of an emergency, such as power outages, pandemics, inclement weather, etc., we may have to close our school. You will be notified immediately. Full tuition is still expected. You can also check our Facebook Page and Website for information.. Please notify the office of any changes in your contact information. In the event of an evacuation, we will call parents/guardians and request an **immediate** pick-up of the children.

Absences

Parents must notify the preschool office when their child will not be attending due to illness or vacation. If we do not hear from you, we will need to call you or a contact about your child's absence. Parents of VPK children are requested to document any absences through a written note turned into the preschool office.

Vacation

After attending our preschool for 3 consecutive months, parents are eligible for a 5 day vacation credit (Monday through Friday only of the same week) to be taken once during the school year (August through July). This week can be used to offset the weeks we are closed for Christmas or Spring break. A form must be filled out in the preschool office the month prior to using the vacation credit.

Drop-off and Pick-up-We are open from 7:00am to 6:00pm.

1. Non-VPK children should be dropped off any time before 10:00am.
2. VPK is a state funded program and VPK students must be in their classrooms on time - 9AM, according to the VPK attendance policy.
3. For drop-off, please bring your child directly to the classroom he/she is assigned to. For dismissal, parents will go to the classroom also and pick up their child directly in the room or on the playground.
4. Parents of half-day students will pick up their child in the classroom by 1:00.
5. Our preschool CLOSES at 6:00pm. A child here at 6:00pm will be taken to the preschool office for pick-up. All classrooms will be locked at 6:00pm.
6. If a student is picked up after 6:00pm, there will be a \$10 late fee for the first 1 to 5 minutes, and \$1 per minute thereafter. Late fees are due at the time of service or the next morning. If your half-day child is not picked up by 1:05 p.m., he/she will be taken to extended day or the office and the parent will be charged the extended day price of \$12.00/hour. In the event that a parent does not show up, we will call down the pick up list. A phone call to the authorities will be made after an hour of no contact made.
7. For your child's safety, we will not release your child to anyone who is not on their authorized pick-up list.
8. Notify the school in advance if someone new will be picking up your child. Written authorization is required for anyone being added to your initial pick-up list. ID will be checked for anyone we do not know.
9. We will only release our children to an adult (age 18 or over).

Parking

Please utilize the parking spaces in the parking lot when dropping off and picking up your child. Parking in front of the school next to the sidewalk makes it hard for parents to get around and difficult to see children crossing. **We ask that you drive slowly (10- 15 mph)** through our parking lot for everyone's safety. Do not leave children unattended in vehicles or on school ground.

Accident/ Incident Reports

An accident or incident report will be written for any injuries that occur at Christ United Methodist Preschool. The person who is picking-up your child will be required to sign any reports that happened that day. A copy will be given upon request.

Emergency Preparedness Procedures

Each month we will conduct drills according to our Department of Children and Family Services regulations. These could be fire drills, inclement weather drills, or lock-down drills. Those who are on campus at that time will be required to participate. If we are on a lock-down procedure, no child or parent may enter or leave the premises until the school is cleared.

Lunch/Snack

Lunch - Your child will need to bring a healthy, balanced lunch to school each day in a lunch box. The lunch box should include at least one ice pack and be labeled with your child's first/last name. The healthy lunch should consist of items your child will eat that do not need to be refrigerated or re-heated, along with water, milk or plain juice. Napkins, utensils and any other necessities should also be included in lunchboxes. Do not send soda, candy, cookies, pudding or very sweet items for lunch or snack. A healthy lunch should include a combination of a protein, vegetable, fruit, grain, and dairy items.

Snacks - Parents will provide a healthy snack for their child. For part-time program, one snack and for full-day, two snacks. Round foods and foods associated with choking must not be served to children under 4 (ex: popcorn, pretzels, nuts, chips. Round foods like grapes can be cut in half.

Water – Each child must have a water bottle or thermos each day with his/her name (first and last) clearly labeled on it.

Playground Rules

To ensure everyone's safety on the playground please discuss our playground rules with your child.

- Swings only go forward and back with a child on their bottom or stomach (superhero style). Children do not walk behind or in front of the immediate swing areas.
- Only one student at a time coming down a slide; students should walk up the stairs and slide down on their bottom feet first.
- Only one student at a time on the monkey bars and no climbing on the top.
- Mulch stays on the ground.
- No climbing on the fence.
- No toys on or under the play equipment (slides, bridges, monkey bars, climbing house, etc.).
- Two- year-olds are not allowed on the bridge and should not climb higher than the second rung on the climbing house.
- The playground is closed outside of preschool hours or when no teacher or staff member is out there.

Potty Training

Potty training starts at home. Once your child has had on-going success with potty training **at home**, then we will gladly assist them with potty training here at school. It is recommended that your child wear elastic waist pants that are easily removed by the child. Pull-ups are required until your child has been accident free for one week. Pull-ups with tabs that open and reclose should be provided by the parents. All children must be potty trained before entering the 3-year-old classroom.

Hands-On Projects

1. During the year, the children will participate in many different arts and crafts projects. We use a lot of items that are normally discarded. We would greatly appreciate any donated items that our children can use for various projects. Some of the items we could use include used greeting cards, children's toy magazines or catalogs, Styrofoam trays, egg crates, cardboard paper towel rolls and plastic containers with lids.
2. Your child's teacher may also post a list of needed items on the bulletin board from time to time. We appreciate your donations.

Share Day

Most classes will have a share day one day during the week. Please do not let your child bring in any toy guns, knives, or weapons. We will not be held responsible for any lost, misplaced or broken items.

Toys

Please do not bring any outside toys to school (except on teacher requested share days).

Tuition

1. **Tuition is due on the first day of the month. Please be prompt in making your payments. If tuition is not paid in the first week of the month, a late fee of \$25 will be applied.** If tuition and late fee are not paid after the first week, your child will be asked to return to school only after payment in full has been made.
2. Tuition can be paid in the preschool office or placed in the locked drop box outside the preschool office. Do not leave tuition payments in your child's folder or give to your child's teacher; they cannot accept money.
3. We accept check, money orders and payments through our brightwheel software for tuition payments.
4. Your child's name must be written on the memo line of the check to ensure that the correct account is credited.
5. The full tuition is due and payable on the 1st day of the month whether your child attends care on the agreed days or not. There will be no pro-rating due to illness or holidays.
6. There will be a \$25.00 fee if a check is returned for non-sufficient funds. If a check is returned for NSF, we will require a money order to be given for any further tuition payments.
7. There will be a 10% sibling discount for families with more than one child attending our preschool. The discount applies to the older child at our school.

8. We offer a 10% discount to those families who are active members of Christ United Methodist Church of Neptune Beach. Validation of membership must be approved by the church office.

Custody Procedures for Legal Guardians

Christ United Methodist Preschool must be provided with any court ordered custodial documentation that limits the rights of a parent who is unable to pick-up a child from our care. This is kept in the student file.

Napping

Nap time is from 1:00pm to 3:00pm for ages two and up and adjusted for younger children. Napping students need a nap mat, blanket, and a **tight** fitted crib sheet. Sheets and blankets will be sent home at the end of the week to be laundered and brought back. All must be marked with first and last name. Nap mats must be at least **1” thick**, covered with an impermeable surface, and appropriate for the child’s size. **Mats must be free from rips or tears** (DCF law). A torn mat will need to be replaced by the parent. See Safe Sleep Policy for more information.

Parties

1. Children love to celebrate their birthdays with their school friends. If you would like to bring a special treat from home to celebrate your child’s birthday, let your teacher know 24 hours in advance. We prefer small cupcakes with minimal icing, cookies or muffins; no cakes please. Fun healthy treats like fresh fruit and yogurt are also encouraged.
2. If you are passing out invitations at school, please be considerate and provide **all** classmates with invitations to birthday parties or celebrations. Invitations where only a few are invited must be done outside of school.
3. For special occasion parties (Christmas, Easter, etc.), teachers will post a notice on the bulletin board outside the classroom door asking for volunteers to furnish different party foods and/or accessories.
4. A permission slip must be on file in the preschool office in order to participate in any food related event.

Clothing

1. Please dress your child in appropriate play clothes for school.
2. We do a lot of messy activities that may cause your dressy clothes to get stained. Only wear clothes to school that you are ok with getting dirty.
3. **Children are required to wear socks and fully enclosed tennis shoes each day.** Crocs, flip flops, and sandals are not permitted.
4. Put your child’s name on all jackets, sweaters, hats, gloves, etc. that he or she may bring to school; it is difficult for teachers to remember all the different items of clothing each child brought to school.
5. Please dress your child appropriately for the weather.

6. **Send Extra Clothing-** Occasionally, a child may have an “accident” and be in need of a change of clothes. We ask that you keep a change of weather appropriate clothing in your child’s backpack (or classroom) – don’t forget extra socks and shoes when potty training. **Extra clothes must be in a baggie labeled with first and last name.**
7. If wearing a dress, your child must wear shorts, bike shorts, or pants underneath to provide modesty.
8. Clothing with inappropriate slogans or advertising will not be permitted.

Labeling

Please label everything with your child’s first and last name. This includes, backpacks, lunchboxes, water bottles, clothing, sheets and blankets, coats, hats, mittens, baby bottle bodies and tops, baby food containers, spoons, bibs, shoes. Label everything. Please understand that labeling is a DCF requirement, so if you choose not to label, then our teachers will label for you using a black Sharpie marker.

A popular choice is to order preschool labels online. Customizing labels can be a fun way to personalize your child’s belongings.

Namebubbles.com

mabelslabels.com

If your child brings an item with top and bottom pieces, like a baby bottle with a cap, both pieces need to be labeled with your child’s first and last name.

Smoking

Smoking is prohibited on the premises of Christ United Methodist Preschool and Church.

Illnesses

We love your child and we want everyone to stay healthy. Please know that if your child is sick, he or she should stay home so that their sickness is not spread to classmates.

1. Your child should stay home (or will be sent home for 48 hours) if:
 - a) They are running a temperature of 100.4 degrees F or higher (they may return when there is no fever for at least 24 hours without medication)
 - b) They have pink eye (need medicated eye drops for at least 24 hours)
 - c) They have head lice- your child may return after their first professional treatment with documentation OR your child may return after a home treatment AND 48 hours have passed AND your child is lice and nit free. See “Lice Treatments” below.
 - d) They have constant coughing
 - e) They have an undiagnosed rash
 - f) They have had diarrhea or vomiting in the last 24 hours. If there is diarrhea more than once in the hour while child is at school, we will need to send your child home
 - g) They have difficulty breathing
 - h) They have a discharge from their nose that is not clear in color with an accompanying symptom (cough, sneezing, fever, etc.)

This is not a conclusive list. If in doubt, please keep them home so others do not get sick. CUMP may request a letter from your pediatrician prior to returning to school.

2. When the preschool does send home a child for illness, a form must be signed by the guardian picking up the child that indicates any instructions on when the child can return to school. **The sick child must be picked up within the hour.**
3. Please let the preschool know if your child has had a communicable disease while in our care so we can properly notify the parents of your child's classmates.
4. If a child is fussy, cranky, and generally not him/ herself it is recommended that the child stay home. Rest during these times may prevent the development of serious illnesses and prevent the spread of potential infection to others.

Medications

1. **Only medically necessary** prescription medicine will be administered during school hours.
2. **Medication Authorization Forms must be signed by a guardian prior to medicine being given.** Any creams or sprays also require signed authorization.
3. All medication must be **labeled for the child, in its original container** with medication name, dosage, and time to be given. **. We will not administer fever reducing medications without a doctor's signed permission with written cause (other than fever).**
4. All oral medication must contain a measuring cup or syringe.
5. **CUMP will not administer the first dose of any new medication.**
6. Medications must be **age-appropriate and cannot be expired.**
7. No medication of any kind may be left in a child's backpack, bag, or cubby.
8. **Please hand any medication to the teacher or preferably, take it to the office.**
9. **Please notify us if your child has any allergies.** They will need an action plan signed from their pediatrician. Epi pens & Inhalers must be in prescription box with a filled out Medication Authorization Form.

Lice Treatments

Let us help you navigate through lice. Lice is a frustrating experience for everyone involved. Lice LOVE clean hair! There is no reason to feel embarrassed, truly. Lice spreads quickly in preschool because children play almost on top of each other. Lice spreads through contact- Lice don't jump, they crawl. It is VERY important that you follow through with all steps of lice elimination, including treating your house and car, AND doing the second treatment 7-10 days after the original treatment. There are a few companies in Jacksonville that will treat all cases of head lice in their offices:

Fresh Heads 904-517-4087

Lice Care Solutions 904-694-2313

If you decide to treat at home, there are products with lots of chemicals and products that use enzymes, which are MUCH safer. We highly suggest that you purchase a lice treatment kit now and have it on hand. There are lice repellent shampoos and sprays that you might choose to use on your child daily. A few examples of home lice treatments include:

[Licefree brand spray \(enzyme based\)-on Amazon](#)

Licefree brand gel and shampoo combo (enzyme based)- on Amazon
NIX Lice treatment - any drugstore or Amazon
RID Lice treatment - any drugstore or Amazon
Hot Shot or RAID bed bug, flea, and lice fogger- easily treats rooms for lice
Licelagic brand Repel Conditioning spray - on Amazon deters lice daily

When we a confirmed case of lice in a classroom, all children in that room are checked for lice and the room is cleaned and bombed for lice that evening.

School Activities

Christ United Methodist Preschool provides activities that take place around the school as well as the church premises. Weekly or bi-weekly, we provide Chapel, Music, Stretch and Grow, Spanish and Character Development. We enjoy walking the campus and picnicking. The church sponsors a Pumpkin Patch in October. We will let you know in advance when special activities will take place. Check the yearly calendar to view all our Special Events.

Social media

Parents should remember that all internet posting are permanent, able to be duplicated, and may go viral. Avoid actions and discussions that could harm the interest in Christ United Methodist Preschool, our faith, or other persons. Harassment, threats, intimidation, ethnical slurs, personal insults, pornography, obscenity, racial or religious intolerance, abuse, or any other form of behavior prohibited by law is not allowed by CUMP families. Families must always conduct themselves on the internet in a way that shows the value and character of CUMP. It is your responsibility to post only photographs that are above reproach or any appearance of misconduct or questionable character.