



Newington Baptist Church  
6169 Main Street  
Gloucester, VA 23061

School  
804-693-7627

Church  
804-693-2349

*...He said to them, "Let the little children come to me, and do not hinder them, for the kingdom of God belongs to such as these."*

**Mark 10:14**

Newington  
Courthouse  
Preschool

Established 1975

## Newington Courthouse Preschool Teacher Qualifications

Teacher qualifications include a high-school diploma, at least twenty-one (21) years of age, displays Christ-like characteristics and love of young children necessary to be successful in teaching them. Staff hired after January 1, 1994 must have at least one (1) year of twenty-four (24) semester hours credit in subjects related to the care and education of preschool children and/or pragmatic experience in this area.

These procedures must be implemented:

1. Establish and implement procedures for handwashing before and after snack.
2. Appropriate supervision of children including daily intake and dismissal procedures.
3. Person trained in first aid whenever children are present.
4. Areas of premise accommodating children are free from obvious injury hazards including playground.
5. Staff able to recognize and report suspected child abuse.
6. Vehicles used to transport children are properly inspected, insured and operated by a licensed driver.

Greetings from Pastor Mike Gray,

Children are a blessing from God and are precious in His sight. Jesus let that be known when he said, "Whoever welcomes a little child like this in my name welcomes me." And when he said, "Let the little children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these" Matthew 18: 5; 19:14.

Children are also a blessing and precious to Newington Baptist Church. Since 1994 Newington Courthouse Preschool has been a ministry of our congregation under the direction of one dear and faithful lady. We began anew in the 2014-15 school year with a new staff, led by Mrs. Marie Auken, Director & 4 yr. old teacher. We have re-staffed to continue the great years of Christian preschool at NCP.

It is our privilege to honor the trust you place in us to provide the best of preschool experiences for children. We also honor the trust that little children place in teachers at this point in their young life. Our pledge is to provide the best of teaching in an environment of Christlike compassion and caring.

A song I was taught, and children still love to sing is, "Jesus Loves Me." One line says, "Jesus loves me this I know, for the Bible tells me so." I look forward to be one who shares stories from the Bible with the children as part of their learning. Bible story time is a favorite of mine as I watch their faces and field their questions. I go to teach and I come away blessed. I thank God for the gift of children.

Blessings to you and your family,

*Pastor Mike Gray*

Dear Parents,

It is a pleasure to welcome you to Newington Courthouse Preschool. With a genuine love and concern for each child, this Christian-based weekday education program provides a wholesome, stable atmosphere conducive to learning. Through the loving care and guidance needed at this early age, we strive to enrich students' lives with a variety of age appropriate activities which enhance spiritual, emotional, mental and physical development.

We are committed to making your child's preschool year a positive learning experience as we prepare them for elementary education. Close cooperation and understanding between parents and teachers contribute to a successful school year. We look forward to working with each of you as we become a new school family.

I encourage you to acquaint yourself with our school through this booklet, which has been prepared to help you better understand the curriculum, goals, policies and procedures of Newington Courthouse Preschool. If you have questions, you are invited to visit or call.

Thank you,

Marie Auker, Director

### **The Commonwealth of Virginia and Department of Social Services requires that we post the following information:**

Newington Courthouse Preschool is a half-day preschool program licensed through the Commonwealth of Virginia, Department of Social Services under Religious Exemption status. License renewal is on a yearly basis.

Newington Courthouse Preschool at Newington Baptist Church, 6169 Main Street, Gloucester, Virginia is in the preschool wing which consists of three rooms on the right parking lot side measuring 80'x20' with two separate restrooms. An additional restroom available across the hallway in the toddler area. The fenced playground area is 78'x31'.

Student-teacher ratio will not exceed 10-1 in four-year-olds & 8-1 in three-year-olds classrooms.

No full meals are offered to students since this is a half-day program. A mid-morning snack is provided for preschoolers.

Staff health requirements provide that members must be certified annually by a practicing physician that they are free from any disability, which would prevent them from caring for children.

Newington Baptist is covered by liability insurance which provides coverage in the event that someone brings suit against the church for personal or bodily harm suffered during the operation of Newington Courthouse Preschool as a result of Negligence.

**OTHER MINISTRIES**  
**OF**  
**NEWINGTON BAPTIST CHURCH**

**SUNDAY**

SUNDAY SCHOOL	9:00 AM
WORSHIP SERVICE	10:15 AM
SMALL GROUPS (IN HOMES)	TIMES VARY

**WEDNESDAY**

TeamKID	6:20 PM
ADULT CHOIR	6:30 PM

The Newington Courthouse Preschool is a ministry of Newington Baptist Church. Children are God's precious gifts to their parents, their families, and the church. We are glad that you have chosen us to help in the shaping of your child spiritually and academically.

We recognize that parents are the primary influence in the life of a child. Therefore, we ask you to join us in daily prayer for the shared responsibility of guiding your child's development.

NEWINGTON COURTHOUSE PRESCHOOL COMMITTEE

**NURTURING CHILDREN'S MINISTRIES:**

- \*BIBLE LEARNING EXPERIENCES
- \*VACATION BIBLE SCHOOL AND SPECIAL EVENTS
- \*NEWINGTON COURTHOUSE PRESCHOOL
- \*TeamKID

**CHURCH STAFF:**

PASTOR	Michael Gray
ADMINISTRATIVE ASSISTANT	Sharon Ankrom
PRESCHOOL DIRECTOR	Marie Auker
CUSTODIAN	Cleo Hayes

**Newington Courthouse Preschool**

**Sample Calendar**

**CONTENTS**

PROGRAMS, REGISTRATION, TUITION	4
ADMISSION POLICY, TUITION	5
DAILY EVENTS	6
TRANSPORTATION, INCLEMENT WEATHER	7
SPECIAL EVENTS	8 & 9
HOLIDAY CELEBRATIONS	10
HEALTH	11
SAMPLE SCHOOL CALENDAR	12
MINISTRIES AT NEWINGTON BAPTIST CHURCH	13
INFORMATION FROM COMMONWEALTH OF VIRGINIA AND DEPARTMENT OF SOCIAL SERVICES	14
TEACHER QUALIFICATIONS	15

Sept. 2	"Get Acquainted Day" for Three-Year-Olds
Sept. 3	"Get Acquainted Day" for Four-Year-Olds
Sept. 4	First day of school for Three-Year-Olds
Sept. 5	First day of school for Four-Year-Olds
Nov. 13	*Conference Day for Three-Year-Olds
Nov. 14	*Conference Day for Four-Year-Olds
Nov. 26, 27 & 28	Thanksgiving Holidays
Dec. 22	Christmas Holidays Begin
Jan. 5	School Reopens
Feb. 19	*Parent conferences for Three-Year-Olds
Feb. 20	*Parent conferences for Four-Year-Olds
Apr. 13-16	Easter Holiday (spring break)
Apr. 19	School reopens
May 24	Spring Program in Sanctuary followed by Reception in Fellowship Hall
May 25	*Conference Day for Three-Year-Olds
May 26	*Conference Day for Four-Year-Olds
May 27	Picnic-Beaverdam Park - Last day of school
	*Conference day - no school for this age group

## HEALTH

Please be sure that your child has regular visits to a doctor. Do not send a sick child to school. If a deep chest cough, severe cold symptoms, or open sores are present, please keep your child at home. **Before your child returns to school, he/she should be free of fever, vomiting or diarrhea for a least twenty-four hours.**

If your child becomes ill during a class session, a parent or guardian will be notified in order to make arrangements for an early dismissal, per directors discretion. Emergency phone numbers (work, home and other contacts) must be kept current with the child's teacher.

All children must be **potty trained** before enrollment in our preschool programs.

## PROGRAMS, REGISTRATION AND TUITION

### PROGRAMS:

Newington Courthouse Preschool offers half-day programs for each of the following:

Program	Requirement	Hours	Days
3-Year-Olds	3 Years by October 1	9:00-11:00	Tues. & Thurs.
4-Year-Olds	4 Years by October 1	9:00-12:00	Mon., Wed. & Fri.

### REGISTRATION:

Early registration will be offered in February to current students and children who attend Newington Baptist Church. Open registration will begin in March. All applications will be taken on first-come first-serve basis.

Receipt of the contract along with the registration fees will automatically reserve a place in school. A parent or guardian will be notified immediately if a class is closed.

### REGISTRATION FEES

Program	Registration	Curriculum Materials	Supplies	Total
3-Year-Olds	\$40.00	\$40.00	\$40.00	\$120.00
4-Year-Olds	\$40.00	\$55.00	\$55.00	\$150.00

All fees are non-refundable unless the Newington Courthouse Preschool must close a class due to lack of enrollment.

## ADMISSION POLICY:

The Newington Courthouse Preschool admits any child without regard to race, religion, or ethnic background.

## TUITION:

The yearly tuition is divided into nine equal monthly payments for your convenience. Tuition is due on the first class day of each month and is non-refundable. After the 10th day of the month a 10% late fee will be applied for each month tuition is late. Checks should be made payable to Newington Baptist Church.

The tuition rate for this school year is as follows:

Program	Yearly Tuition	Monthly Payment	Dates
3-Year-Olds	\$810	\$90	Sept. 1-May 1
4-Year-Olds	\$1035	\$115	Sept. 1-May 1

1st Child will pay full tuition price, each additional sibling will receive a 10% discount.

FOR EXTENUATING CIRCUMSTANCES PLEASE CONTACT THE DIRECTOR.

## WITHDRAWAL:

This is an annual contract. Release from this contract will be given in case of relocation: however, a 30-day notice is required along with one month's tuition. If release from this contract is requested for any other reason, one-half of the remaining tuition is required. Newington Courthouse Preschool will not refund the tuition or any part thereof in the event of withdrawal, dismissal, or absence of the student during the course of the school year. In the event of such, the fees agreed to herein shall become at once due and payable.

## HOLIDAY CELEBRATIONS

### HARVEST

Our celebration will include God's natural world, seasonal changes, fall colors, apples, harvest and pumpkins.

### THANKSGIVING

During the Thanksgiving season, we will teach the goodness of God and His blessings. The children will learn about thankfulness, sharing, Native Americans, pilgrims and the first Thanksgiving.

### CHRISTMAS

Our main emphasis during the Christmas season will be the birth of our Lord and Savior, Jesus Christ. Other activities will include tree decorating, caroling and gift making.

### VALENTINE'S DAY

We will focus on our love for God and for each other. The children will participate in making and sharing valentines.

### EASTER

During the Easter season, we will celebrate Christ's resurrection.

### SHOW AND TELL:

Children (four-years-old) will be invited to bring items for "Show and Tell." These items may be related to the topic of study.

Please consult the teacher if your child would like to share other items of interest.

### GUEST READER:

Each month a member of Newington Baptist Church will share a Bible story with the children.

### CONFERENCES:

Conferences will be held three times a school year (November, February and May). Please plan to attend to discuss your child's progress. These conferences are more constructive when children are not present. Teachers are available for additional conferences upon request.

### SPRING PROGRAM:

There will be a Spring Program and picnic during the last week of school. Details concerning these events will be provided at a later date. Come and enjoy the fun.

### CLASS PICTURES:

Class pictures (individual, portrait type) will be taken in February.

### DAILY EVENTS

#### SNACKS:

This is a time when your child will learn to give thanks to God. The three and four-year-olds are provided with a snack each morning.

All other food, candy or chewing gum should be left at home unless special arrangements have been made with the teacher.

#### CLOTHING:

Children should wear comfortable clothing suitable to weather conditions. Shoes should be suitable for playground and gymnasium (preferably athletic shoes - no hard or black soled shoes). Please label all removable items with your child's first and last name (i.e. jackets, sweaters, hats). Please have a complete change of clothes in their backpack.

#### PERSONAL ITEMS:

Please leave toys and other distractions at home to ensure an educationally focused classroom. You will be notified about special "Show and Tell" days.

## SPECIAL EVENTS

### TRANSPORTATION:

Parents will provide transportation to and from school. Please notify the teacher in writing if someone other than the parent or guardian is picking up the child

Upon arrival, please pull under the portico at the back of the preschool. A teacher will help your child out of the vehicle and into the building.

At dismissal time, a teacher will bring your child to the vehicle under the portico. Parents are responsible for securing their child in their vehicle. This will eliminate confusion inside. Please refrain from coming inside to pick up your child. If you need to pick your child up early due to an appointment, etc., please send a note with your child that morning. The teacher will have your child ready so that an unexpected arrival will not interrupt class time.

### LATE PICKUP FEE:

There will be a \$5 late fee for every 5 minutes a parent or guardian is delayed in picking up their child. Example: \$5 - 5 minutes; \$10 - 10 minutes, etc.

### INCLEMENT WEATHER:

In case of inclement weather, we generally follow the public school closings. Those closings are announced on WXGM (99.1) and facebook.

We will always be closed the first day if the public schools close. Sometimes we may return sooner. You will receive an email or phone call if this should happen.

Parents will be given the opportunity to attend at least one special activity, so that they may share with their children in these growing and learning opportunities.

### GET ACQUAINTED DAY:

Parents and students are invited to the school for a short visit. A letter will be mailed during the summer confirming the date and time of your visit. You will be asked to bring the first month's tuition and a copy of the following:

- 1) child's immunization record
- 2) child's birth certificate
- 3) child's social security card

Newington Courthouse Preschool must receive these records, due to state licensure, before student can begin school in September.

### BIRTHDAY:

Each child's birthday is celebrated. Parents may make arrangements with the teacher to bring in refreshments to share with the class.

If your child's birthday falls outside of the school year, please see the director for more details.

Presents and/or party favors are not appropriate in a school setting.

### FIELD TRIPS:

Field trips may be planned to enhance a unit of study.