Bright Beginning Preschool Ministry

Policies and Procedures

Enrollment

Preschool: Children must be 2 years of age before May 1st, 2026 up to 4 years of age to be enrolled anytime during the school year.

Pre-K: Children must be 4 years of age by August 1, 2026 up to 5 years of age to be enrolled up anytime during the school year.

To claim your student's spot, you must turn in registration forms, registration fee, and first month's tuition (covers half months August and May).

The preschool ministry will not admit any child whose needs cannot be met or whose behavior would be dangerous to other children. We will not discriminate on the basis of race, color, religion, sex, national origin, or handicap.

Potty Training

Preschool: All children must have begun potty training. This means the child will sit on the potty when prompted/given a potty break. Diapers will not be accepted. Pull-ups or training undies would be appropriate. Teachers will assist with getting on and off the potty, and also washing hands.

Pre-K: All children enrolled must be toilet trained. Accidents happen, but more than 1 accident in a class period over a certain time may result in removal from this age-group.

Office Hours

Bloomfield First Baptist Church is open daily. Hours are posted at the church entrances. The current hours are Tuesday-Friday 9am-12pm and 1pm-3pm. The Church secretary can be reached at 812-384-8459. Preschool teachers are not in the office other than during class time.

Calendar

Bright Beginnings' schedule will be similar to the Bloomfield School schedule. There will be NO PRESCHOOL when Bloomfield is CLOSED because of weather conditions. Tuition is required for the whole month Sept – April. August & May are ½ months each, combined tuition.

Tuition and Fees

A registration fee of $35 if charged to ensure a place for your child in preschool. The fee is non-refundable. We ask for this fee at the time of enrollment as well as first months tuition (covers half months August and May) to hold your spot.

Preschool: Monthly Tuition is $70 a month.

Pre-K: Monthly Tuition is $80 a month.

If you have more than 1 student you are enrolling, you will pay full tuition for one student, and $10 off tuition each month for each additional student.

Payments are due the first week of the month. Please make checks payable to "Bright Beginnings." Online payment is also available. There will be a $10 late fee per week if payment is not received the first week of the month. Absences are not refundable, as the expenses of the preschool continue in your child's absence. Please notify the teacher if your child will be absent so that the teacher isn't left wondering. Please notify the preschool teacher if enrollment is to be canceled.

Health

Immunization Records are required for each child. Please provide this information ASAP by sending a copy with your child to preschool during the first week of school. If your child has a cold, he/she should be able to use a Kleenex independently. When a child is too sick to participate or has fever or 99 or higher, he/she should remain at home. Parents will be telephoned if a child becomes ill at school. Children, again, must be potty trained and must be able to take care of their own bathroom needs. Parents should identify all allergies and medical needs, including food allergies and allergies to bee stings, etc.

Snacks

Snacks will not be provided daily, but parents who wish to send a special snack or treat for a holiday on their child's birthday are welcome to do so. The snack must be pre-packaged/store-bought, not homemade. You may also send a filled water bottle with your student's name for the duration of your child's class time.

Clothing

Children need to come dressed for a busy day. Your child's clothing may receive stains from art projects or soiled by dirt. Please also send a labeled ziplock bag with your child's name with extra underwear, shirt, bottoms, and socks to be kept at school for accidents and emergencies.

Toys

Please do not send toys to preschool. Toys are very distracting to everyone. We have toys and activities for the preschoolers in our room. Toys often get parts lost or broken, and on occasion, taken. The child gets very upset. Even when the toy is in the backpack, the temptation to run to the backpack to see or play with it is too much for some children. Toys in the form of key chains hooked on backpacks often cause disruptions as well.

Drop off and Pick Up times

Preschool: T/TH- 9-11

3/4 class: T/TH- 12-2:30

"Curb Service" is offered as a way to make drop-off and pick-up more convenient for parents, especially those who have younger children in the vehicle. Pick up will work the same way. Drive up to the front door of the CLC. A teacher will assist students out of the vehicle, without the parents getting out. At pick-up, once your student enters your vehicle, please pull up to the second parking lot to properly buckle your student in their seat. We want to make the line go quickly, while also making sure that the student is strapped into their seat in the way that you prefer. There may be several cars in front of you. We appreciate your patience. Please be prompt with bringing or picking up your child. It is important to share this information with anyone who might be transporting your child. Please let us know if there is a change in who is picking up your child. Please send a handwritten note signed by parent/guardian if the pick-up person is not on the initial list for the child.

Discipline

Bright Beginnings uses positive reinforcement with children. We will strive to "catch children being good" and praise them for their good behavior. We may give stickers or other rewards for good behavior. When there is a behavior problem, we will talk with the child about the inappropriate behavior and then we will explain what the appropriate behavior should be. We will also redirect the child to a different activity. If the disciplinary problem continues, the child will need to spend some quiet time by him or himself in the classroom. If the child continues to have a behavior problem, a parent will be called in order to discuss the problem. A parent could be asked to come and get the child.

Communication/Conferences

Teachers are available for conferences either in person or by phone anytime you feel it is needed. Teachers may request a conference as needed. Class dojo app will also be used as a form of communication between teacher and home. Classroom code will be given within the first week of school. Class dojo may be used to post pictures, give reminders, and message back and forth. We will hold a progress conference to discuss assessments in the middle of the year (December) and again at the end of the year (April).

Program

Our program is designed to promote social interactions with Christian love and teaching. Anytime we have a teachable moment, we take advantage of it. For example, if a child is having trouble getting along, we will stop and talk about how God wants us to treat each other. If there is a death, we talk about going to heaven and how wonderful that will be. We look for chances to teach children about God and these things cannot be planned. God gives each moment to us for a special purpose and we hope to take advantage of each moment that is given to us. Here are some things that we do have planned for each day:

Daily Lesson: This is the worksheet that we do focusing on colors, shapes, numbers, letters, rhyming, sequencing, and writing.

Learning Centers: These are areas set up in the classroom for the children to work at independently while we are also working on the daily lesson. Learning centers include areas to work with toys and manipulatives that will help teach science, social studies, and math.

Art: The art project may be something to take home or it may be something that cannot be taken home, like working with shaving cream and food coloring. We try to be creative with art as well as follow instructions. We have fun painting, coloring, gluing, cutting and drawing. We will utilize instruments and our voices to create music as well.

Group Time: We learn about the calendar during group time. We learn the months and the days of the week. We also practice counting with the calendar and predicting what number will come next. We also read stories during group time. These may be funny stories, teaching stories, Bible stories, or repetitive stories. We also sing songs during group time. These are preschool songs, learning songs, and Christian songs. We say the pledges to the American flag and the Bible during group time as well.

Classroom jobs: Children take turns having jobs to do in the classroom. These include: holding the flags or the Bible for the pledges, helping with the calendar, deciding what the weather is like, line leader, etc.

Christmas Program & Closing Program

We will hold a Christmas program in the evening near the end of Preschool for the month of December. This is typically a Nativity play and singing of Christmas hymns. In the spring, there will be a program to close out Preschool for the school year. The children will recite, sing, and generally portray cuteness from upfront in the Sanctuary.

Field Trip

We will hold a few field trips throughout the year. In the past, we've taken a field trip in the fall to Blue Barn Hill, and a spring field trip to the library and the park for a picnic. We are able to utilize the church bus, and a permission slip will be signed at the beginning of the year for these events.

Bright Beginnings Preschool Ministry

Vision Statement

The vision of Bright Beginnings Ministry is to improve our community and world by educating, ministering to, and loving children who are our future. We provide high-quality care in a Christian setting where children want to be.

Mission Statement

The mission of Bright Beginnings Ministry is to model Christ's love through nurturing and educating children in a safe environment.

Belief Statements

We believe in the importance of all children learning about Christ.

We believe that nurturing children in a safe and secure environment fosters confidence and trust among parents, children, and ministry employees.

We believe children have the right to grow and develop to their fullest potential.

We believe modeling the love of Christ will inspire children to express His love to others.

We believe in educating through an age-appropriate learning environment.