



# Preschool Parent Handbook



## **OVERVIEW**

Canyon Christian Academy Preschool believes that children learn best when given opportunities to play and explore. Our preschool curriculum is designed to provide these opportunities within a structured daily schedule that fits the needs of children ages 3-5, emphasizing skills and expectations that are appropriate to the developmental level of each student.

## **PHILOSOPHY**

The philosophy and principals that shape the curriculum are:

- The Bible
- The Seventh-day Adventist worldview, which emphasizes the importance of a relationship with Christ, character, work, nature, and service
- The importance of the family in the overall care, education, and well-being of young children—early childhood education programs serve as an extension of the home, not as a surrogate family
- The need for creating an environment that promotes engagement
- The necessity of play-based teaching and learning
- Developmentally appropriate practices that promote critical thinking skills and inquiry

## **MISSION STATEMENT**

CCA is committed to providing a Christ-centered education and nurtures the individuality of the student within a climate of academic excellence.

## **VISION STATEMENT**

CCA Preschool strives to provide quality education that encourages service for God, family, community and country. It is our desire that students will choose to develop a personal relationship with their God and Savior, and will choose to apply Biblical principles in their personal lives, with others, and in the community where they live.

## **NON-DISCRIMINATION**

Canyon Christian Academy admits students of any race, color, gender, or national/ethnic origin to all the rights, and privileges. Programs and activities are generally accorded or made available to all students at the school. It does not discriminate based on race, color, gender, or national/ethnic origin in the administration of its educational policies, admission policies, scholarship and loan programs, or other School-administered programs.

Although Canyon Christian Academy does not receive any Federal funding for the implementation of the Individuals with Disabilities Education Act (IDEA), we will make every reasonable effort to accommodate the students with disabilities who wish to receive an Adventist education from Canyon Christian Academy within our limitations.

## **Skills & Concepts Explored in Preschool:**

- Personal and Social Skills
- Physical Development (fine and gross motor skills)
- Language and Literacy (storytelling, singing, rhyming, prediction etc.)
- Cognitive Development (reasoning and problem solving)
- Mathematics and Spatial Awareness (patterns, matching, sorting, comparing, counting, etc.)

## **Daily Schedule**

### **We offer full and part-time options to meet the needs of our families:**

Monday- Thursday, 8:00am - 3:00pm Friday- 8:00am - 2:00 pm

### **Part-time:**

3 days per week (pending availability)

## **Enrichment Activities**

- Morning worship
- Calendar
- Learning Centers
- Outdoor Activities
- Small Groups
- Lunch
- Recess
- Music & Movement
- Nap/Quiet Time

## **Preschool Policies:**

- **Parents/guardians will sign students in and out when dropped off and picked up.**

1. Any other person picking up students must be authorized and listed on the application form. Id's will be checked.

- **Snacks and Lunches**

1. Parents are encouraged to provide an adequate breakfast prior to coming.
2. Lunches and snacks must be healthy, and nutritious. Bring snack labeled.
3. Students need a refillable water bottle
4. If replacing fruit or veggies with drinks they should be 100% juice.
5. We encourage families to follow health guidelines from Leviticus 11, and avoid bringing foods such as pork products in lunches or snacks.
6. Students may not exchange food items.

- **Extra Clothes**

1. Please send an extra set of clothes including socks and underwear in a bag that is marked with your child's name.

- **Naps**

1. Blankets are brought to school on Mondays and taken home to be washed on Fridays.

- **Allergies**

1. Please fill out allergy information on school registration forms.
2. Please discuss serious allergies with administrator and teacher.

- **Medications**

1. Please discuss the use of necessary medications with the administrator and teacher.

- **Field Trips**

1. We encourage parents to accompany us on field trips, if not possible, proper car seats are required.
2. Field trip forms must be filled out and turned in 3 days prior to the trip, or other arrangements must be made for your child.

- **Holidays** will be posted on the yearly calendar.

- **Illness-** We abide by the State of New Mexico health and safety requirements and children must be kept home when sick.

- **Birthdays-** If you would like to send a treat to school to celebrate your student's birthday, please let the teacher know ahead of time so the schedule can be planned accordingly.

- **School Communication**

2. All school communication will be received through text and email.  
If you do not wish to be on the list, please contact the teacher.

## **Positive Guidance and Discipline Policy**

When students break classroom rules redemptive measures will be taken:

1. Children will take responsibility for their own actions by identifying the rule they have broken.
2. Children will be encouraged to make things right to the extent possible.
3. Open communication with parents as needed.

### **Teachers will contribute in the following ways:**

- Supervise student's play and work activities
- Model positive behavior
- Redirect inappropriate actions
- Maintain age appropriate activities
- Set clear expectations
- Put health and safety first
- Suspension and expulsion will be dealt with individually by the school board.

If a pattern of behavior persists that endangers self, others, or property, or significantly disrupts the class, the school will work with the child's family to find solutions.

## **Visitors and Volunteers**

If you would like to visit your child's classroom or volunteer to help at the school, please make prior arrangements with the administrator. Background checks are required for all classroom volunteers in accordance with school policy.

*“Train up a child in the way he should go; even when he is old he shall not depart from it.”*

*Proverbs 22:6*



*Thank you for your support!*

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**Revised 2/2023**