



SonShine Ministries

First Baptist Church of Mebane

301 S. Third Street, Mebane, NC 27302

Office-(919) 563-3444 Cell-(336) 524-4576

Preschool Summer Camp Parent Handbook

First Baptist SonShine Ministries is a ministry of First Baptist Church. We do not discriminate on the basis of sex, race, color, creed, national origin, ancestry or religion. Our program may not be equipped or staffed to meet the needs of children with severe handicaps, learning disabilities or health problems. Each situation that may arise will be reviewed on an individual basis and every possible effort will be made to accommodate the child.

Philosophy

Children enter this world the unique individuals that God created them to be. We believe that early childhood is a valuable stage of the human life cycle and should be appreciated. Our work is based on our knowledge of child development and family dynamics. We believe children begin learning from the moment they open their eyes in the morning until they close them at night, while being influenced by their peers and their environment.

Goal

Our goal is to provide children with a safe environment with age appropriate toys and furniture, loving, caring adults to supervise, play with, teach and love the children. We believe all children are different, learn at different rates, and that our job is to stimulate each individual child to help each child succeed. We work with parents offering encouragement and support, keeping in close contact with the family's developing needs.

Program Information

We offer a morning summer camp program for 6 week olds thru pre-kindergarten Monday-Friday each week. They will be painting, playing in the water, and doing crafts weekly.

Hours of Operation

Our hours of operation are 8:15 am until 11:45 am. Parents have until 12 pm to pick their child/ children up before being counted as late, thus incurring a late fee. We offer early drop off starting at 8:00 am for an additional fee of \$1 per day. Any child that is brought in before 8:15 am will be charged the early drop off fee. Please make sure you let the person dropping off your child know about this time. It is not our staff's responsibility to let you or your drop off person know that they are dropping off early.

Summer Camp Needs

Your child will need a positive attitude, the ability to adapt to change, the ability to listen to and follow directions as well as make good choices.

Registration Fee & Tuition

There is a \$50 **non-refundable** registration fee. This fee needs to be paid as soon as possible to guarantee a space in our program. Children currently enrolled have first option to available space in our program. Once capacity in a class is reached, your child will be placed on a waiting list.

Tuition is due by 12 pm on Tuesday of each week your child attends.

Infant's Class - Tuition is \$80/3 days a week, \$95/5 days a week. Parents are required to provide diapers, bottles & any food needed. We provide wipes.

Toddler's & 2's classes - Tuition is \$75/3 days a week, \$90/5 days a week. Parents are required to provide diapers or pull-ups if needed. We provide wipes.

Three & Four year old class- Tuition is \$70/3 days a week, \$85/5 days a week.

Late Fees

Tuition is due on Tuesday of each week your child attends. If tuition is not received by 12 pm on Tuesday, a \$10 late fee will be charged to your child's account. If tuition becomes more than a week behind, your child will be dismissed from the program until the account is brought current. If you have questions regarding finances, please contact our Financial Director, Angie Patterson, at 919-563-3444. If you are late picking up your child/children, each child's account will be charged a \$1 per minute late fee. After the fourth time you are late picking up your child/children, the late fee goes to \$5 per minute per child for the duration of your child's attendance in our program.

We reserve the right to dismiss a child from our program for late pick up.

If your child/children's account becomes more than a week behind, your child may be dismissed from the program until the account is current.

Payments

Payments are accepted in the form of cash, check, certified bank check, or money order. If paying by cash, please get a receipt for your payment. We accept cash, check, certified bank check or money orders in house or we accept payments made by debit or credit cards online on the website. If you would like to pay online by debit or credit card you may do so by going to the Church website, www.fbcmebane.com, click on the SonShine link, click-make a payment, follow the instructions. (fbcmebane.com/sonshine/sonshine-ministries/) There is a 4% fee associated with making payments online and you must choose to pay this fee when making your payment or it will be deducted from the payment amount made and you will still be responsible for that amount. Payments may be put in the payment drop box by the SonShine Ministries office or mailed to the address above. If mailing payments they must be received by the date the payment is due or a late fee will be applied to your child/children's account. If you have questions regarding finances, please contact our Financial Director, Angie Patterson, at 919-563-3444.

We reserve the right to dismiss a child from our program for late payments or if the child's account is behind a week or more.

Returned Check Fee

If a check is returned by our bank for any reason, a \$35 per check returned check fee will be charged to your child/children's account and will be required to be paid immediately. After 1 returned check, all fees must be paid by cash, money order, or certified bank check.

Appropriate Attire for Summer Camp

Children should wear weather appropriate clothing, including sunscreen. Weather permitting we are outside everyday. Tennis shoes should be worn everyday. Sandals and flip flops are discouraged due to the mulch on the playground and the possibility of tripping and falling on the cement to and from the playground or hazards on field trip. Water shoes may be worn on pool days.

Sunscreen should be applied before your child arrives on swimming day. Children will need a towel and a complete change of clothes, including underwear and socks, to be changed into after swimming.

We have blue rubber mulch on our playground and the color can get on shoes and clothing. Please send your child in clothes or shoes that you don't mind getting dirty. Your child will be playing on the playground every day weather permitting.

Snacks

We provide a morning snack only. We do not provide breakfast or lunch. If parents would like to provide snack for their child's class or for the entire Preschool for special occasions such as a birthday, please speak with your child's teacher.

Sick Policy

If your child has diarrhea (2 or more loose bowel movements), vomiting or a fever, please do not bring him/her to school until he/she has gone 48 hours without a loose bowel movement, vomiting or has been fever free for 48 hours without the aid of medications. Example: If your child vomits on a Monday night at 7:00 pm, they can not return to summer camp until Thursday morning. If a fever breaks during the night, the child cannot return to summer camp the next morning. This is to protect your child as well as the other children and staff members in our program. Remember, your child's tuition is still due regardless of attendance.

Please notify us of any cases of infectious diseases such as COVID, strep, chicken pox, measles, mumps, impetigo, hepatitis, or meningitis, as well as head lice. You may need a doctor's note to return to summer camp.

Sign In/Out Policy

A staff member will check your child in. Please sign your child out each day. This is for safety purposes. If someone other than the regular pick-up person is coming for your child, please let us know when you drop off or by calling 919-563-3444 or 336-524-4576. We check I.D.s.

Suspected Neglect or Abuse

We are required by North Carolina Law to report any suspected neglect or abuse to the North Carolina Department of Child Protective Service.

Contact Information

If you need additional information or have any questions or concerns you may contact us at the following phone numbers or email address:

Libby Isaac-Director

Office-919-563-3444

Email-lisaacfb@gmail.com

Cell-336-524-4576

Angie Patterson-Office/Financial Director

Office-919-563-3444

Email-apatersonfb@gmail.com

Cell-336-524-4576