

# *St. Columba Catholic Church*

## *Mother's Morning Out*

**Parent Information Packet**

**2017-2018**

2700 West Main St.

Dothan, AL 36301

334-792-3065

Director: Katie Collins



### *Mission Statement*

*The Mothers Morning Out program is a ministry of St. Columba Catholic Church and is committed to assisting families in teaching their child Christian values; providing an opportunity for the child's social, spiritual, and intellectual development, and maintaining the highest standards in child care.*

*Dear Parents and Guardians;*

Welcome to Mother's Morning Out at St. Columba. Thank you for choosing our program. We understand our task is both a privilege and a great responsibility. We look forward to a fun and exciting year with you and your child. This handbook is designed to help you understand our program, its mission, and the guidelines under which we operate. You are always welcome to visit, ask questions, and make suggestions.

Our goal is to provide your child with a loving Christian environment where they can participate in creative learning experiences. An age appropriate curriculum will include Bible stories with an emphasis on gross motor skills, social skills, and language development. We operate on Tuesdays and Thursdays from 8:00 am to 12:00 pm. For the safety and welfare of our MMO families and staff, we will close for major inclement weather events, following the Dothan City Schools system recommended school closings.

Below is a typical day:

8:00-8:30 Arrival Time – Free play or table activities

8:35-9:00 Bible Story/Prayer

9:00-9:30 Art Activity

9:30-9:45 Snack

9:45-10:30 Gym/Playground

10:30-11:15 Music/Movement

11:15-11:45 Story Time

11:45-12:00 Clean Up/Prepare for Dismissal

**\*BE SURE TO LABEL ALL BAGS, CUPS, AND/OR ANY OTHER PERSONAL THINGS WITH YOUR CHILDS NAME**

### ***Registration Fee***

There is a non-refundable fee of \$50 due at the time of registration to secure your spot. (Please call church office at 334-792-3065 to see if space is available). Availability is on a first come basis with registration. Spaces are limited!

### ***Tuition***

Monthly tuition payments are due the first Tuesday of each month. No credit will be given for absences. The program is a ministry, therefore the program functions totally on the income provided through these fees.

Currently there are two options available:

Monday/Tuesday/Thursday = \$130/month

Tuesday/Thursday = \$100/month

### ***Snack***

We will provide a snack for the children around 9:30 each morning. Please put your child's name on all items you send with them. Please be sure to notify the director if your child has any food allergies.

### ***Extra Change of Clothes***

Please provide your child an extra change of clothes in a zip lock bag. Also please dress your child in clothes/shoes appropriate for play, as well as art activities.

**PLEASE BRING YOUR CHILD'S BLUE SLIP IMMUNIZATION UPON REGISTRATION.** All proof of immunization records will be kept on file at the office.

## ***Illness and Absence***

If your child becomes ill while at school, you will be contacted to make arrangements to take your child home. Our program does not have proper facilities to treat sick children. You will be notified if your child is running a temperature of 100 degrees or higher, throws up while at school, and/or displays continual signs that they aren't feeling well (extreme fussiness, lethargy, etc).

If your child is sick, please keep them at home. Do not bring your child to school while they are running a fever. Please keep your child at home if he/she:

- Has a fever or has had a fever in the past 24 hours.
- Has diarrhea or has had diarrhea in the previous 24 hours.
- Has a heavy nasal discharge.
- Has a constant cough.
- Is cranky, irritable, or not acting like him/her self.
- Have symptoms of a possible communicable disease.
- Vomiting in the previous 24 hours

If your child has allergies that are constant, you may bring a note from his or her doctor stating that the child is not contagious. However, please be sure your child is feeling well. Children who do not feel well are much more comfortable at home.

Children will not be allowed to be at school or return to school with live lice. Please contact the Director immediately if you discover your child has lice. We will notify the students in the class and we will take precautions to prevent the spreading of lice.

Parents will be notified of exposure to diagnosed cases of communicable diseases. Please notify the director if your child has a confirmed communicable disease so that we may notify other parents.

We look forward to a wonderful year!!! Please call or visit anytime!