



Where IMAGINATION & CREATIVITY Comes To Life!

Building Leaders & Making Friends

Putting Trust Back into Childcare

Carreather's Kids Academy

Our Philosophy: We believe all children have a desire to learn. We will build leaders and friendships. We will encourage our kids to follow their dreams, believe in themselves and continue to achieve their goals. We teach our kids to share, to play fair, and to consider everyone. We don't tolerate any form of bullying, or foul playing.

Our Motto: Building leaders, making friends

Standing together hand in hand

"I love you, but God loves you best"

Our Mission & Value Statement: Our mission is to put trust back into childcare. To educate each and every student, to empower the next generation about God's word while developing academic skills such as:

Phonics and Reading

Writing and Language development

Arithmetic, Penmanship and much more.

To provide a safe & exciting learning environment. And to help children become their best self through our curriculum and extracurricular activities.

Parent Handbook

Carreather's Kids Academy

"Building leaders one by one"

Welcome to Carreather's Kids Academy. We greatly appreciate this opportunity to home school your child this year. I am honored to nurture your child's dreams and imagination. At CKA children will learn to become great leaders, dream big, make friends, and work hard so that they can become whatever they desire. We want to start producing the stages of bringing their dreams to reality. We encourage children to know that if you can dream it, you can be it! Together through Jesus Christ, we can bring your child's dreams to life. For all things are possible to him that believe. Your child will be taught from many early childhood resources, that I put together to create a lesson plan. Those resources are the following: 123learncurriculum.com & Fun-shine Express Curriculum. 1 – 2 – 3 Learn Curriculum is aligned with the ECIPs – Early Childhood Indicators of Progress and lesson plans are done with these indicators in mind. 1 – 2 – 3 Learn Curriculum is a professionally-planned preschool curriculum designed to be used in both family child care homes and centers. This program offers the ease of printing up each day what is needed and saving on waste. Money saving, this curriculum can be used over, year after year.

1 – 2 – 3 Learn Curriculum was developed by a child care provider of 34 years. The activities included are age appropriate and designed to help the whole child grow and develop socially, physically, and intellectually. Their program will help prepare each child for kindergarten, while opening the door for the children to be creative and express their artistic abilities.

Parent Handbook

Infant Program - the infant program, developed for children age 6 weeks through 12 months, provides personalized care in a nurturing environment. Activities include tummy time, language development through songs, finger plays, reading, and picture identification, and outside blanket time

Toddler Program - the toddler program is designed for children age 12 months (and walking independently) through 36 months. Children will grow and learn in a safe and nurturing environment while being encouraged to explore and discover through a series of comprehensive skill building activities.

Preschool and Pre-Kindergarten Program - the preschool program serves children ages 3 to 5 years old. Our program offers children a rich classroom environment that fosters development of cognitive, language, math and social skills, as well as creativity.

Parent Handbook

Skill Development: is a time to strengthen your listening skills, fine motor coordinator, and eye – hand coordination. Visual perception, and writing skills, phonics & reading using the simple logical phonics system so children can learn to read.

Activity: involves numerous fun activities including show & tell, telling time, music, poetry, drama, nursery rhymes and art.

Numbers: Children will learn to recognize and understand the concept of numbers.

Language Development: materials about animals, people and places makes this a very enjoyable time for the children. Language development will encourage children to think and will also strengthen their vocabulary and language skills.

Parent Handbook

Hours of operation:

Monday – Friday

6:00am -6:00pm

The following is a list of our holiday closings:

MLK Day

President Day

Election Day

Labor Day

Good Friday

Thanksgiving Day / day after Thanksgiving

Winter holidays (Christmas Eve/ Christmas Day)

New Year's Eve/ New Year's Day

Memorial Day

Fourth of July

Uniforms: Students will be required to wear uniforms, unless they are under 1 years old.

Uniforms can be purchased from The french toast website, using our school code (QS5XSCU) .

French Toast will put our logo on your child's polo. The uniform will be white, yellow, red, or light blue tops with khaki bottoms. Dress down day will be on Fridays.

Parent Handbook

Food: We will provide Breakfast, Lunch, Snack, & Dinner, throughout the day for your child. Parents are welcome to pack extra snacks for their child to enjoy. I can ensure your child will FYI

have a nutritious & fun meal. Breakfast cut off is 8:00am, students that arrive after 8:00am must eat before coming.

Tuition: Your tuition for your child is due on Friday's dues should be paid no later than 7:00pm. You will be charged a late fee of \$10 on day one, after day one, an additional \$10 will be added to your weekly fee. If the fee is not paid by the end of the week, your child will not be able attend the following week.

You are required to pay full tuition even if the child is not in attendance the whole week. Please communicate when your child will be late to childcare, or not attending for the day.

Tuition Rates:

Drop In: \$45

Infants \$155 weekly

(6wks 1yr)

Preschool: \$155weekly

(2yrs -4yrs)

Pre-K: \$145 weekly

(4yrs-5yrs)

Late fee: \$10 for every additional day tuition is late

Registration: The registration fee is \$50.

(Funds can be sent to our **Zelle** or **Venmo**)

(**Zelle:** carreatherskdz@gmail.com)

(**Venmo:** 770-862-2690)

Parent Handbook

Sign In/Sign out: Please sign your child in and out every day through the Bright Wheel app. Only authorized persons will be able to pick up your child. Please make sure that they are listed on your emergency contact form. We will also have a folder within childcare for check in and check out. Children must be picked up by 6:00am. Late fees will be charged for children picked up after.

Birthdays & Celebrations: Birthdays and special occasions are very important to us. We want children and staff to know how important life is to us. A parent will fill out an “All about me” questionnaire, allowing your child’s teacher and the CKA staff to know what the child likes and dislikes. Your child will have the best class party from the time they walk into the center till the time the child goes home. Our center does allow different vendors to celebrate with us, if your child would like to enjoy a bounce house, popcorn machine, cotton candy, and snow cone machine. We have great connections with vendors from all over. If you would like to have a party for your child please book with your teacher a month in advance. Planning does take time and dedication. Our staff will decorate the center with a theme that the child would like. The theme could be a favorite movie character, tv show character, book character, board game, video game, or song character. The birthday boy, girl, or staff will participate in different activities related to that theme. If your child does not celebrate birthdays, that’s ok we have a treasure box for the child to pick a prize. Our cakes are ordered from our local Publix grocery store. Family are welcome to come and celebrate with the center. Our center does have a photographer, we also welcome families to capture the special moments that their child will enjoy on their birthday.

Parent Handbook

Health & Safety:

Under no circumstances should you bring your child to C.K.A sick, fever 100 degrees or higher, vomiting, diarrhea, sore throat, continuous coughing, runny nose other than clear, draining eyes or ears, unexplained rash, lice etc. Masking your child's symptoms with over the counter medicine and bringing them to C.K.A is not allowed and could be caused for immediate termination. It is also inconsiderate to all families involved.

A sick child should be able to rest fully at home after an illness, so that the other children and the provider do not risk unnecessary exposure. If you are unable to stay with your sick child it will be necessary for you to make arrangements at your own expense. If your child is out ill regular fees still apply.

Your child maybe brought if they have a common cold, which means slight cough, clear runny nose, sneezing: however, I will call the parent or emergency contact if your child is just plain miserable, whining, crying repeatedly asking for you. Your child should not attend if they are not well enough to participate in our daily activities.

If a child has any of these below, they must stay at home. They must be free for 24 hours without medicine:

Fever 100 degrees or higher, child needs to be fever free for 24 hours without the aid of medication.

Diarrhea, Vomiting, or Running Nose with color discharge

Discharge from eyes or ears.

Lice – Child needs to be treated and nits removed before return

Communicable Disease – Chicken pox, Measles, Mumps, conjunctivitis (Pink eye), Influenza etc.

Due to Covid 19 we must be aware if your child has any signs of illness. Our staff will be wearing mask and gloves to protect the children and the staff.

Parent Handbook

Carreather's Kids Academy Policy

- C.K.A Hours of operation is 6am – 6pm
- Drop off starts at 6:00am, you must sign in/sign out. We ask that parents do their best to be on time, if you're running a little or a lot late please contact C.K.A
- If someone else is picking your child up, please make sure C.K.A staff is aware. All relatives who are picking a child up besides the mother or father, must be on the pickup list, and have valid ID, or they will not be able to pick up the child.
- Breakfast will be served at 6:00am- 8:00am. Any children arriving after 8:00 must eat before coming.
- Weekly childcare fee is due every Friday. Anything late will be an extra \$10
- Pickup starts at 4:00pm, if running late please contact C.K.A

Children can be picked up early, we just ask that you contact C.K.A so our staff can be aware.

- C.K.A will host different events for the children; we ask that parents get involved. This is a great way to be involved in your child's education.
- If your child is sick we ask that you keep them, Call C.K.A ahead of time to advise us of your child's absence.
- If you decide your child will no longer be a student you must pay for the last week your child attends.
- C.K.A does not accept checks only **Cash or Card (Cash app)**.
 - If Mrs. Tunisia Pryor has any family emergencies or vacations planned, parents will be notified month ahead or as soon as Mrs. Pryor is notified of any emergency.
- We ask that you put your child's name or initials or any belongings he/she has.
- Please pack extra attire, in case of any accidents.
- Parents are allowed to pack a snack for their child.

Parent Handbook

•Any child acting out will get timeout and a letter sent home to the parent, we do not spank, hit, pinch, or shake. (Proverbs 22:6) “Train up a child in the way he should go: and when he is old he will not depart from it.” We want to instill good habits for your child.

•Any planned field trips will be notified to parent’s months ahead.

- **Snow Days:** If the schools are closed due to the weather CKA will be closed for the safety of the children and the parents. If the roads are not bad our childcare will be opened. We must consider the safety of the parents and the children.
- If children purposely break or damage things within the providers home the parent will have to replace the item damaged.

Trial Period:

There is a trial period of 4 weeks from the date child care begins. If the child care arrangements are not mutually satisfactory, either party can terminate this agreement with a 1(one) day notice – any monies already paid are non-refundable.

Early drop off

Any care needed prior to my normal opening time will need to be scheduled at least by the Friday prior to the week care is needed. As a result, there will be a charge of \$5.00 per 15 minutes (or part of) for care prior to normal opening time. Payment for this additional time is due by the Friday prior to the week care is scheduled. This fee is non-refundable. This includes if you decide not to bring the child early.

Vacation closing:

1 weeks per year paid vacation all other vacation days are not paid, if any occur Please respect that when my childcare home is closed for vacation, I am taking this time to rest and to be with my family or just to catch up on home duties. I take my job very seriously and consider this to be a legitimate long-term career. In order to accomplish this, I need this time out to maintain the energy level it takes to give your child the quality care he/she deserves. I do reserve the right to close for any reason in which I cannot operate in a safe manner. i.e. loss of electricity, water, heat or in extreme circumstances loss of air conditioning, and medical epidemics. Childcare fees are a helping hand to give the children the best learning environment.

Parent Handbook

A child may be discharged from the daycare for such as, but not limited to:

- No payment of childcare fees or late and recurring late payment of fees
- Inappropriate parent behavior with children, other parents, provider or assistance.
- Observation of any type of abuse towards children.
- Unacceptable child behavior
- Repeated failure to pick up a child on time.
- Failure to follow the handbook policy
- Failure to show up for 5 days in row without any communication
- If parents knowingly bring their ill child to daycare.

I will give two weeks advance of written notices of our intent to discharge a child.

Parents must also give a two week notice to withdraw a child from the daycare.

