

## **EVERGREEN LEARNING CENTER QUICK FACTS 26-27**

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The ELC is part of the ministry of Evergreen Church, under the leadership of Family Life – Preschool. We will come alongside parents to build a faith foundation in their children while preparing them for a lifetime of learning. Our community of staff will be here to encourage families with biblical parenting principles. We provide a caring, Christian environment where each child can develop at his/her own pace to his/her full potential. The ELC ministers to the community by providing: 1. A safe environment where children learn academic skills with a biblical worldview. 2. Resources available for families to improve their biblical parenting skills.

### **DAYS OFFERED**

The ELC will be open on Monday, Tuesday and Thursday from 9:30 am – 2:30 pm. Please see calendar for holidays and breaks.

### **TUITION**

\$75 non-refundable registration fee                      \$100 Security guard fee per family

\$375/month per child                      \$400/month per baby

### **LEADERSHIP**

Amy Gamble B.S, Director of Preschool-ELC, will lead our caring and qualified staff to educate your child. Amy graduated from Oklahoma State University with a Bachelor of Science Degree in Early Childhood Education. She brings with her over a decade of teaching experience. She has completed University of Oklahoma certificates of training in 1) Director's Entry Level Training, 2) Early Learning Guidelines for Infants, Toddlers and Twos, and 3) Entry Level Child Care Training.

### **BEHAVIOR POLICY**

Our teachers hold an appropriate level of authority in our classrooms. In order to maintain a productive, loving and safe environment for all of the children and volunteers, we have established preschool behavior policies.

If a child is disobedient, the teacher will provide correction and instruction in the desired behavior. This is an effort to discipline (train by instruction) the child. This could include stern verbal instruction or may require a gentle time out away from the group. Short and clear commands are best.

If after the child is disciplined, the child does not receive the correction, according to our definition, the action has now escalated to defiance. With defiant or violent behavior, the teacher will remove the child from the classroom. (Staff will complete an incident report.)

Outside the classroom, a director will take over and attempt to offer correction and resolve the issue. The intention is to reunite the child to the classroom. Upon return, the child will be instructed in offering an apology to the teacher and the classroom for the disruption.

If the child continues to refuse correction, he/she will be removed from the classroom and will be sent home for the remainder of the day. After a 2nd day of early dismissal, the child will receive a 3-day suspension with a parent conference. Enrollment is reevaluated by staff at that time.