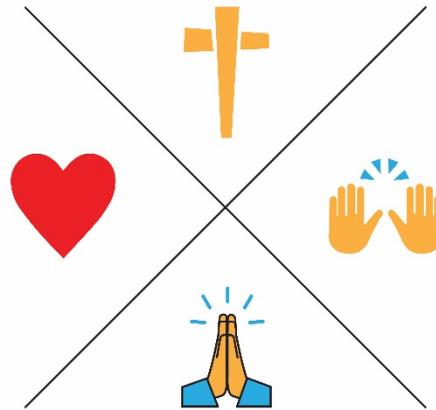


PRESCHOOL PARENT-STUDENT HANDBOOK 2019-2020



REACH **RENEW** **REJOICE**

1 Thessalonians 5:16-18

Rejoice always, pray

without ceasing, give

*thanks in all circumstances;
for this is the will of God in Christ Jesus for you.*

ENGAGING HEARTS AND MINDS FOR CHRIST ~ SINCE 1961 ~

*"THOSE WHO HOPE IN THE LORD WILL RENEW THEIR STRENGTH.
THEY WILL SOAR ON WINGS LIKE EAGLES." ISAIAH 40:31*

HANDBOOK IS SUBJECT TO CHANGE. REVISIONS WILL BE EMAILED AS NEEDED.



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WWW.REDHILLSCHOOL.ORG





RED HILL LUTHERAN CHURCH & SCHOOL

13200 Red Hill Avenue • Tustin • CA 92780 • Phone 714.544.3132 • Fax 714.782.5600 • redhillschool.org

August 2019

Dear RHLS Parents,

Welcome to a new school year here at Red Hill Lutheran School (RHLS). An outreach ministry and mission of Red Hill Lutheran Church, RHLS continues to be richly blessed as we provide God's Word to our students, parents, and community. Our theme for 2019-2020 school year is "Reach~Renew~Rejoice" based on 1 Thessalonians 5:16-18, *Rejoice always, pray without ceasing, give thanks in all circumstances; for this is the will of God in Christ Jesus for you.* This is a terrific theme verse that we will be focusing on this year as a church and school community.

At RHLS, we want our students to know that while they are *in* the world, they are not *of* the world. We seek to develop in them a Christian Worldview through our thoughtful integration of biblical truths and principles in all lessons. It is our goal that our students will develop a sense of philanthropy and compassion for others and shine as lights against darkness.

We are blessed with extremely gifted teachers and staff members who, with their varied God given gifts and talents, serve one Lord, Jesus Christ by sharing the Gospel message of eternal salvation with everyone (students, parents, colleagues, and the greater community). This past year, two of our teachers, Mr. Mark Wakita and Mrs. Jamie Hernandez, were voted Top 25 Teachers of Orange County and received recognition for their accomplishments in OC Parenting Magazine. They join 2018-19 honorees, Mrs. Lisa Tarkoff and Mr. Matt Smith. What a rich blessing of talented teachers!

In order for all RHLS teachers to be fully equipped to guide students, we are committed to providing teachers with the most current, researched-based professional development opportunities. We believe Proverbs 18:15, which says, "*An intelligent heart acquires knowledge, and the ear of the wise seeks knowledge.*" Teachers at RHLS enthusiastically embrace professional growth and development, because they know that we all are designed to continually grow and learn. This growth mindset is something that is modeled to students in the hope to encourage a lifelong love of learning. In support of this endeavor RHLS teachers will continue their focus on two major targets: Project-Based Learning and Whole Brain Teaching.

It is my hope and prayer that we will all Reach-Renew-Rejoice together through the power of the Holy Spirit renewing our minds, so that our good works will shine and be a light to others.

This handbook is intended to provide information on RHLS for you and your child. We ask that you [complete the Acknowledgement and Agreement Form](#) in your FACTS Parent Portal (ParentsWeb) indicating you have received and read this document.

In His Service,

Dr. Paul Marquardt
Principal

Mrs. Annie Caamano
Preschool Director





August 2019						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August

- 12 Teachers return
- 16 Preschool & K-8 Meet Your Teacher, Party & Prayer FAMILY event
- 19 Preschool Back To School Night (Parents only)
- 21 1st Day of School
- 29 Middle School Back to School Night (Parents Only)
- 30 Minimum Day

September 2019						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

September

- 2 No School/Campus Closed: Labor Day
- 5 K-5 Back to School Night (Parents Only)
- 6 Minimum Day
- 8 Teacher/Staff Dedication - FAMILY Sunday
- 13 Middle School Fall Dance
- 28 RHLS Angels Baseball - FAMILY / Band Night

October 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

October

- 3 K-8 EAGLE Run / Jog-A-Thon
- 4 Minimum Day / FAMILY Float Event
- 5 Tustin Tiller Days Parade
- 21-25 Red Ribbon Week (Pep Rally 10/21)
- 27 Oktoberfest FAMILY event
- 31 Minimum Day: Parent Teacher Conferences

November 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

November

- 1 No School: Parent Teacher Conferences (K-5 camp/No PS offered)
- 11 No School: Veterans Day Observed/Campus Closed
- 15 End of Trimester 1
- 20 Operation Christmas Child Shoe-box FAMILY Chapel
- 25-27 Preschool-5 Thanksgiving Camp Available
- 25-29 No School Staff Development & Thanksgiving Break

December 2019						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

December

- 6 Preschool Christmas programs
- 6 Middle School 'All is Calm' FAMILY Performance Event
- 10 Middle School Christmas program 6:30 pm
- 13 Middle School Academic & 5-8 Sports Awards Ceremony
- 13 FAMILY Christmas Movie Night
- 17 3-5 Christmas program 6:30 pm
- 20 K-2 Christmas program 10:30am / Minimum Day (No Daycare)
- 23-31 No School/Campus Closed: Christmas Break

January 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25

January

- 1-3 No School/Campus Closed: New Year's Day
- 6 School Resumes
- 20 No School/Campus Closed: Martin Luther King Jr. Day
- 25 Father-Daughter Dance / Mother-Son Bowling Events
- 27-31 National Lutheran Schools Week

Non-Student Day
Minimum Day
Special Day
RED day schedule
BLUE day schedule

February 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

February

- 7 Middle School Winter Dance
- 14 K-5 Grandparent-VIP Day/K-8 Minimum Day/PS Non-Student Day
- 15 OCDE Science Olympics
- 17 No School/Campus Closed: Presidents' Day
- 24 Open Enrollment Begins
- 26 Ash Wednesday - Soup/Salad Suppers begin
- 28 End of Trimester 2

March 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

March

- 2-6 Literacy Week / Mar. 2 Dr. Suess's Birthday!
- 7 Annual GALA / Auction Event
- 13 K-8 OCLSA Prof Dev: No School (K-5 Camp available)
- 13 Preschool Trike-A-Thon
- 16-18 6th & 7th Grade Trips (Astrocamp & Catalina)
- 19-20 Spring Break: No School (Preschool-5 Camp available)
- 27 Middle School Academic & 5-8 Sports Awards Ceremony

April 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

April

- 28-Apr 3 8th Grade Washington DC Trip
- 3 Preschool Spring Sings
- 7 3-5 Spring Sing 6:30 pm
- 10-17 No School: Good Friday & Easter Break
- 14-17 Preschool-5 Easter Camp
- 24 K-2 Spring Sing - 1 pm
- 28 Middle School Spring Sing 6:30 pm
- 30 Open House FAMILY Event

May 2020						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

May

- 1 Minimum Day
- 3 Teacher Appreciation-Recognition FAMILY Sunday
- 4-8 Teacher Appreciation Week
- 8 Middle School Spring Dance
- 25 No School/Campus Closed: Memorial Day
- 27 End of Trimester 3
- 29 Pep Rally/Middle School Academic & 5-8 Sports Awards
- 29 End of Year Carnival FAMILY Event

June 2020						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

June

- 1 Kindergarten Promotion
- 2 8th Grade Graduation/Minimum Day/Last Day of School



Non-Student Day
Minimum Day
Special Day
RED day schedule
BLUE day schedule

Table of Contents

Administration & Faculty Directory 8

Mission Statement..... 9

Purpose Statement..... 9

Vision Statement..... 9

Philosophy of Education..... 9

Religious Belief Policy 9

Statement of Faith..... 9

 About God..... 9

 About Jesus..... 9

 About The Holy Spirit 9

 The Bible..... 10

 Humankind..... 10

 Salvation 10

 Heaven and Hell..... 10

 The Church..... 10

 Serving God 10

Red Hill Lutheran Church & School Covenant Commitment..... 10

 The Congregation’s Covenant Commitments..... 11

 Covenant Commitments Expected of our School Families 12

Preschool Commitment Statement..... 12

Philosophy of Child Development..... 12

Goals 12

Staff..... 13

Admission Policy..... 13

Age Requirement 13

Toilet Training 13

Registration 13

Waiting List 13

Non-Discrimination Policy 14

Behavior Policy..... 14

Required Forms..... 14

 Arrival..... 14

 Departure..... 14

Daycare 15

 Daycare Hours 15

 Enrichment Class Hours 15

 Days of Operation 15

 Sign-In and Sign-Out Processes..... 16

 Preschool Daycare Plans..... 16

Closed Campus 16



Visitors and Volunteers..... 17

Classroom Celebrations 17

 Birthdays..... 17

Calendar of Activities, Events, and Holidays 17

School Hours..... 17

Chapel..... 17

Communication..... 17

 Daily Progress Report..... 17

 E-Mail..... 17

 Telephone Calls 18

 Monthly Newsletters..... 18

 Teacher Weekly Newsletters 18

Conferences and Progress Reports..... 18

Curriculum and Instruction 18

 Developmental Program 18

 Sharing Days..... 18

 Toys..... 18

Discipline..... 18

Dress Standards..... 19

Lost and Found 19

Church Ministries..... 19

 Sunday Services & Adult Bible Study..... 19

 Family Worship Sunday 19

 Youth & Family Ministry – Children’s Ministry (0-5th grade)..... 20

 Youth & Family Ministry - Middle School Ministry (6th-8th) 20

 Youth & Family Ministry - High School Ministry (9th-12th) 20

 Youth Summer Ministry 20

 Family Events 20

 Adult Small Group Ministries..... 20

First Days of School..... 21

Supply Lists 21

 Sun-Smart Policy 21

What to Bring..... 21

 Please DO NOT Bring: 22

How Parents can Help..... 22

Food Services..... 22

 Snacks & Lunch..... 22

Symptoms which Require your Child to Stay at Home..... 23

 Colds/Flu..... 23

 Diarrhea/Vomiting 23

 Conjunctivitis..... 23

 Rash..... 23



Allergy Action Plan 23

Immunizations..... 23

Accidental Injury 24

Emergencies..... 24

Insurance..... 24

Natural Disasters..... 24

Child Abuse Reporting Obligations..... 25

Animals on Campus..... 25

Asbestos Management Compliance..... 25

Parent Involvement..... 25

 PRIDE Hours Program (Parent service hours to RHLS)..... 26

 Service Opportunities: 26

 Fundraisers..... 26

Required Withdrawal..... 27

Room Parents..... 27

School Board..... 27

Tuition..... 28

 Registration Fees..... 28

 Tuition Payments 28

 Family Discounts 28

 Church Member Discounts 28

Annual Program Commitment..... 28

 Requesting Program Changes..... 28

 Enrollment After the 1st Day of School 29

 Non-Payment of Tuition 29

 Late Fees 29

 Returned Checks 29

 Supplemental Costs..... 29

 Withdraw..... 29

Wellness Policy..... 29

 Belief Statement..... 30

 Rationale 30

 Nutrition Education..... 30

 Daily Physical Activity..... 30

PRESCHOOL COMMITMENT STATEMENT..... 31

RED HILL LUTHERAN CHURCH & SCHOOL COVENANT COMMITMENT 31

Preschool Parent-Student Handbook Acknowledgement..... 32



Administration & Faculty Directory

School	www.redhillschool.org	714-544-3132 ext 117
Office	email: rhloffice@redhillschool.org	
Office Manager	Mrs. Jill St. George (rhloffice@redhillschool.org)	ext. 117
Preschool Director	Mrs. Annie Caamano (acaamano@redhillschool.org)	ext. 160
Preschool Assistant Director	Mrs. Jessica Hickey (jhickey@redhillschool.org)	ext. 160
Principal	Dr. Paul Marquardt (pmarquardt@redhillschool.org)	ext. 114
Assistant Principal	Mrs. Lisa Tarkoff (ltarkoff@redhillschool.org)	
Director of Admissions	Mrs. Lori Browne (lbrowne@redhillschool.org)	ext. 111
Director, Youth & Family Ministry	Mrs. Shelli Haynes (shaynes@redhillschool.org)	ext. 203
Registrar/Data/FACTS.....	Mrs. Maggie Radmacher (mradmacher@redhillschool.org)	ext. 131
Accounting Department.....	Mrs. Lis Fortner (lfortner@redhillschool.org)	ext. 101

SCHOOL BOARD, Meetings are held the Second Tuesday of selected months at 7:00 p.m.

Mrs. Danalyn Belgen, Chair	Mr. Mark Colon, Vice Chair
Mrs. Peggy Greene	Mrs. Sonja Scott, Secretary
Mrs. Carolyn Driscoll	Mrs. Kari Rigoni
Mrs. Claire Markovsky	Mrs. Jennifer Brenner
	Dr. Ken Hays, Advisor Ex-Officio

Please contact teachers via email or the school office, **714-544-3132**, ext. 117

Preschool Staff: Please contact teachers via email or the School Office

Preschool Director	Mrs. Annie Caamano (acaamano@redhillschool.org)	ext. 160
Preschool Assistant Director.....	Mrs. Jessica Hickey (jhickey@redhillschool.org)	ext. 160

Preschool Teachers/Staff:

Mrs. Linda Jones.....	ljones@redhillschool.org
Mrs. Jessica Hickey	jhickey@redhillschool.org
Mrs. Marissa Rosenau	mrosenau@redhillschool.org
Mrs. Melody Bertain.....	mbertain@redhillschool.org
Mrs. Jessica Gonzalez.....	jgonzalez@redhillschool.org
Mrs. Kaitlyn Clark.....	kclark@redhillschool.org
Mrs. Paola Crose.....	perose@redhillschool.org
Mrs. Tracy Ryan	tryan@redhillschool.org
Ms. Alexis Farrar	afarrar@redhillschool.org
Ms. Molly Schroeder	mschroeder@redhillschool.org
Ms. Heather DeFiore	hdefiore@redhillschool.org



Mission Statement

Reach and serve our local community, Equip their hearts, minds and souls, and Release them into the world to share God's love.

Purpose Statement

To develop, nurture, and equip students to positively impact their world for Jesus Christ through a Bible-based, well-balanced education.

Vision Statement

Red Hill Lutheran School facilitates the recognition of each student's God-given gifts, so that, students acquire wisdom, knowledge, and a distinctly biblical worldview.

Philosophy of Education

All students are blessed with unique gifts, talents, and abilities...

Red Hill Lutheran School seeks to influence students toward a personal relationship with Jesus Christ. Recognizing that all students learn differently and possess unique God-given greatness, the faculty and staff at Red Hill Lutheran School are committed to individualizing learning activities while also maintaining high standards and expectations.

Religious Belief Policy

[Red Hill Lutheran School](#) (RHLS) is an outreach ministry of Red Hill Lutheran Church (RHLC). RHLS welcomes students and families from a variety of Christian denominations and religious backgrounds. As a Lutheran Church, RHLS believes, teaches, and confesses the unchanging truth of Holy Scripture, subscribes to the Lutheran Confessions as true expositions of the Word of God, and professes the Christian faith as described in our Statement of Faith. Red Hill Lutheran Church and School is a member of [Lutheran Congregations in Mission for Christ](#) (LCMC), an association of Biblically and confessionally orthodox Lutheran Churches.

Students, parents, or family members who do not share these beliefs and practices agree to communicate their concerns in a manner that does not lead to division or disruption to the school day, the classroom setting, and the normal operation of the school or the school community.

Students, parents, or family members who disagree, in whole or in part, with the fundamental beliefs of RHLS, also agree not to behave and/or promote behavior or doctrinal positions contrary to these beliefs and practices on campus, at school sponsored events, or in any media form identified with RHLS.

Statement of Faith

As a Lutheran Church and School, we ascribe to the ancient creeds of the historical Christian Church: the *Apostles'*, *Nicene*, and *Athanasian* Creeds. From these statements of faith, we believe, confess, and teach:

About God

We believe in one God, eternally existing in three persons—Father, Son, and Holy Spirit; co-eternal in being, co-eternal in nature, co-equal in power and glory, having the same attributes and perfections (The Holy Trinity) (Deuteronomy 6:4-5; 2 Corinthians 13:14).

About Jesus

We believe that the Lord Jesus Christ, the eternal Son of God, became man without ceasing to be God, having been conceived by the Holy Spirit, and born of the Virgin Mary, in order that He might reveal God and redeem sinful humankind (John 1:1-4, 14; Luke 1:35). We believe that the Lord Jesus Christ accomplished our redemption through His death on the cross as a representative, vicarious, substitutionary sacrifice, and that our justification is made sure by His literal, physical resurrection from the dead (Romans 3:21-24; Ephesians 1:7; 1 Peter 1:3-5; 1 Peter 2:24). We believe that the Lord Jesus Christ ascended into heaven and is now exalted at the right hand of God, where, as our High Priest, he fulfills the ministry as Representative, Intercessor, and Advocate (Acts 1:9-11; Hebrews 7:25-28, 9:24; Romans 8:34; 1 John 2:1-2).

About The Holy Spirit

We believe that the Holy Spirit calls all Christians through the Gospel, enlightens and empowers believers with His gifts, convicts the world of sin, righteousness, and judgment; and that He is the Supernatural Agent in the regeneration of the human heart, indwelling and sealing them unto the day of redemption (John 16:8-11; Romans 8:9, 31-34; 1 Corinthians 12:12-14; 2 Corinthians 3:4-6; Ephesians 5:18).

The Bible

We believe the Holy Scriptures of the Old and New Testament to be the verbally inspired word of God, the final authority for faith and life, inerrant in the original writings, infallible and God-breathed (Matthew 5:18; John 16:12-13; 2 Timothy 3:16-17; 2 Peter 1:19-21).

Humankind

We believe that humans were created in the image and likeness of God and beloved by God; however, through Adam's sin the human race fell and became alienated from God; because of sin's total effects, human beings of themselves are unable to remedy their lost condition (Genesis 1:26-27; Romans 3:21-24, 5:12, 8:1-2; Ephesians 2:1-6, 12-13).

Salvation

We believe that salvation: forgiveness of sins, reconciliation with God, and God's power in our lives is the gift of God brought to humankind by God's grace and received by faith in the Lord Jesus Christ, whose precious blood was shed on the cross for the forgiveness of our sins and reconciliation with God (John 1:12; Ephesians 1:7-8, 2:8-10; 1 Peter 1:18-19).

Heaven and Hell

We believe that all the redeemed, once saved, are kept by God's power and are thus secure in Christ forever (John 6:37-40, 10:27-30; Romans 8:1, 38-39; 1 Corinthians 1:4-9; 1 Peter 1:5). We believe that it is the privilege of believers to rejoice in the assurance of their salvation through living lives that glorify God in this world, along with the hope that one day, we will live with God forever in heaven, when He heals this world, making all things new (John 14:1-6; 1 Corinthians 15:1-10, 35-49; Colossians 3:14-17; 1 Thessalonians 4:13-18; Revelation 21:1-5). To reject God, and His gift of forgiveness and reconciliation offered through Jesus, is to be separated from God; this is hell (2 Thessalonians 1:6-9).

The Church

We believe that the church, which is the body and espoused bride of Christ, is a spiritual organism made up of forgiven and reconciled followers of Jesus (1 Corinthians 12:12-14; Ephesians 1:22-23; 5:25-27). We believe that the establishment and continuance of local churches is clearly taught and defined in the New Testament Scriptures (Acts 14:27, 18:22, 20:17; 1 Timothy 3:1-3; Titus 1:5-11). We believe that the role of the local church is to be and make disciples of Jesus Christ (Matthew 28:19-20). We recognize that the sacraments of Baptism and Holy Communion are the divinely appointed, means of grace for the church (Acts 2:41-42; 18:8; 1 Corinthians 11:23-26).

Serving God

We believe that through baptism, the Holy Spirit gives divine grace, spiritual gifts, and establishes the Christian into the Body of Christ, the church. God is sovereign in the bestowing of spiritual gifts. It is, also, the believer's responsibility to grow in their understanding of the Christian faith and to develop their sovereignly given spiritual gift(s) to the glory of God and the blessing of others (Ephesians 2:13-22, 4:1-7). We believe that it is the privilege and responsibility of every believer to serve God according to the gift(s) and grace of God that is given to them (Romans 12:1-8; 1 Corinthians 13; 1 Peter 4:10-11). We believe that God hears and answers the prayer of faith, in accordance with His own will, for the sick, afflicted, and the needs of His people (John 15:7; 1 John 5:14-15).

Red Hill Lutheran Church & School Covenant Commitment

A Covenant of Understanding with parents whose children attend Red Hill Lutheran School

Preliminary Comments

As an outreach ministry of Red Hill Lutheran Church, our school believes, teaches, and confesses the unchanging truth of Holy Scripture, subscribes to the Lutheran Confessions as true expositions of the Word of God, and professes the Christian faith as described in our Statement of Faith. Red Hill Lutheran Church and School is a member of Lutheran Congregations in Mission for Christ (LCMC), an association of Biblically and confessionally orthodox Lutheran Churches. We believe that all statements, policies, and procedures of the Lutheran Church must be Christ centered, biblically based, and in concert with both the Great Commission (*Go and make disciples of all nations.* Matthew 28:16-20) and the Great Command (*A new command I give you: Love one another.* John 13:34) given to us by our Lord Jesus Christ.

With those non-negotiable principles solidly in place, we gladly face the challenges that come to those who bring the Holy Son of God to a sin filled world and thankfully communicate that the Mission Statement of this congregation is to: Reach and serve our local community, Equip their hearts, minds and souls, and Release them into the world to share God's love.

The Congregation's Covenant Commitments

Red Hill Lutheran believes that all children benefit from a Christian education. Following Jesus' direction in Mark 10:14, "Let the little children come to me, and do not hinder them, for the kingdom of God belongs to such as these," we promise to provide this education to the best of our ability--God enabling and empowering us to do so.

Red Hill Lutheran recognizes that the home is the God-ordained primary source of student learning and living. Therefore, we believe that the highest and most enduring benefits are achieved when parents, their children, and the school are devoted to the same beliefs and ideals of Christian faith and life and when they work together to accomplish them.

To that end, we promise that our pastors, teachers and staff will teach, embody, and live in a manner consistent with the Christ-centered, biblically based beliefs of Red Hill Lutheran Church.

We are listing below our fundamental beliefs as Lutheran Christians so that it will be clear if there is a difference between what children are instructed in school and home.

Our beliefs include but are not limited to:

God is the creator of all things. (Genesis 1,2)

The Bible is God's infallible and inerrant Word and the means by which we come to faith in the Triune God (1 Timothy 3:16,17)

Jesus is our Savior and the only way to heaven. He came to earth to restore our separation from God caused by sin. As both God and man, he lived a perfect life, suffered, died on a cross and was resurrected so we can have forgiveness of our sins, peace with God and life eternal. (John 3:16)

Saving faith is a gift brought to us through the Holy Spirit. It is not our working or decision; it is God's. (Ephesians 2:8,9)

The Ten Commandments reveal God's will to us regarding our relationships between God and man and our relationships with each other. No one keeps God's Law perfectly, so we all depend on his undeserved grace. (Matthew 22:37-39; Romans 3:23; Ephesians 2:8,9)

For freedom Christ has set us free; therefore we do not burden people's consciences with issues God has neither commanded nor forbidden in his Word. (Galatians 5:1)

God's people respond to his love by worshipping him regularly and supporting the church with their time, talents and treasure. (Exodus 20:8, Acts 2:42,46; Ephesians 2:10; 2 Corinthians 9:7-15)

Marriage is a life-long relationship between a man and a woman. We believe in abstinence before marriage and fidelity in marriage. (Mark 10: 6-9).

We affirm Holy Scripture when it declares that because of our sinful desires people have and do exchange natural relations between men and women for un-natural ones. (Romans 1:24-27).

Furthermore, we affirm the words of Scripture that declare to all of us in this sinful world that; "you have no excuse, you who pass judgment on someone else, for at whatever point you judge the other, you are condemning yourself, because you who pass judgment do the same things." (Romans 2:1-3)

Sanctity is to be afforded to human life, which begins at conception and is valued throughout all stages and conditions—including those who are in the womb, disabled, or elderly. (Jeremiah 1:5; Acts 17:25)

The sacraments are to be administered in accordance with God's Word. We believe in infant baptism and in Christ's real presence in Holy Communion. (Acts 8: 28, Acts 2:38-39, Matthew 26:26,28; 1 Corinthians 11: 23-24)

We understand that not all our families share our beliefs and may live in ways that are not in full harmony with these beliefs. However, responding to Christ's desire for all people, including ourselves, to come to an ever deepening and growing knowledge of the Son of God, we welcome the opportunity to minister to these families and make all the resources of the church, including dialog and prayer with our pastors, available to all families whose children attend Red Hill Lutheran school.

Covenant Commitments Expected of our School Families

When differences between the beliefs of the church and families exist, families acknowledge that the church will not compromise our biblically based teachings, whether the subject is religion, science, ethics, or any other topic.

Students, parents, and family members agree to not promote behavior or doctrinal positions contrary to the confession of Red Hill Lutheran Church & School on campus, at church/school events, or in any media form identified with Red Hill Lutheran Church & School.

Students, parents and family members who have strong differences with these doctrinal and moral issues agree to communicate their concerns in personal dialog with our pastor(s) as opposed to involving themselves in conversations with other school families in ways that could lead to division and disruption in our school day, classroom setting, or the normal operation of the school and community.

Preschool Commitment Statement

AS A PARENT OF A PRESCHOOL STUDENT AT RED HILL LUTHERAN SCHOOL, I WILL:

Respect and support the goals, philosophy, programs, Religious Belief Statement & Covenant Commitment of the church & school as well as the administration, faculty, and staff.

Participate in conferences with school personnel as requested and support mutually agreed-upon decisions.

Be responsible for helping my child understand and abide by the school's policies and procedures, particularly concerning behavior.

Be responsible for my child's attendance and prompt arrival and pick-up each day.

Serve 10 hours per year per family to Red Hill Lutheran School by June (*Five hours per family for part-time preschool students) or pay \$25.00 per service hour not served.

Pay the school tuition, daycare fees, and all other school related fees on time. I understand that all tuition and fees are non-refundable and non-transferable unless otherwise noted.

Read the Parent-Student Preschool Handbook as well as adhere and support the expectations and policies of the school as outlined in the handbook.

Philosophy of Child Development

We believe that teaching is a ministry with the objective to assist parents in the development of their children.

We believe that the early childhood program can expand the child's perception of God, of other people, and of the physical world which God created.

We believe that Christian education is unique and that its quality lies in the fact that the Gospel of Jesus Christ is part of the thought processes used to interpret, determine, and evaluate education. It can help develop the conscience, feelings, and attitudes which form the foundation for a positive self-image and good relationships.

We believe that the spiritual or religious aspect of young children cannot be separated from their total growth process.

We believe that each child is "special" in the eyes of God, and that the child has a right to be appreciated and respected for his/her individuality.

Goals

The primary goal of the RHLS preschool program is to make preschool attendance a meaningful and happy experience in which children develop to their highest potential in all areas – spiritually, academically, physically, mentally, emotionally, and socially.

Dedicated and committed Christian teachers provide children with numerous opportunities for growth and development by fostering a realistic and lasting relationship with Jesus Christ. Our goals include:

- Encouraging and developing a positive attitude towards the Christian family.
- Encouraging the child's appreciation and delight in God's world and the products of human culture.
- Integrating lessons with Biblical truths, which are related to the child's experience and level of development.

- Encouraging the child in self-confidence.
- Helping children to observe, investigate, seek, acquire information, and to think critically and analytically.
- Promoting health, academic & physical growth, and motor coordination.
- Assisting each child in learning to play cooperatively with other children and to relate with individuals and groups.

Staff

Our preschool teachers are experienced early childhood educators. They are dedicated Christians who provide a warm and loving environment for each child. Each teacher has met the requirements set by the State of California. The preschool is licensed by the State of California Department of Social Services. We are inspected on a drop-in basis annually by Child Care Licensing to verify adherence to all requirements. We are also members of the National Lutheran School Accreditation (NLSA).

The teachers, preschool director, and principal participate in regular planning meetings and attend regional conventions, workshops, and conferences to keep the staff alert to the ever-changing needs of today's families and current research in early childhood education.

Admission Policy

To register at Red Hill Lutheran School, the parent and student must meet the following enrollment eligibility requirements:

Parent and student must support our goals and purposes as a Christian school, including our Statement of Faith, Religious Belief Policy and Covenant Commitment.

The child must be able to communicate basic needs in English.

Continued enrollment eligibility is contingent upon a current family account balance as well as continued support and respect of school philosophies, beliefs, policies, procedures, administration, faculty, and staff.

Age Requirement

To enter Tiny Tots, the student must be three years of age on or before December 1, 2019. Students entering Pre-Kindergarten must be four years of age on or before September 1, 2019. Students entering Pre-K5 must be five years of age on or before September 1, 2019 or with assessment and approval from the preschool director. Birth certificates are required as proof of birth date.

Toilet Training

Each child must be completely toilet trained before enrolling in school. The following criteria are required to qualify as toilet trained:

Can manage his/her own clothing in the restroom.

Can clean him/herself adequately after a bowel movement.

Is aware of when he/she needs to use the restroom far enough in advance to accomplish the task in the toilet or urinal.

Registration

Students who meet the eligibility requirements may apply to the school when the parent submits the online registration application, current immunization record, completed state licensing forms, a copy of the birth certificate, and the non-refundable application and registration fee. This fee covers school supplies, registration materials, and school insurance for the school year. Applications will not be considered until all paperwork has been submitted. Enrollment acceptance is determined upon review of the application. Priority consideration is given to current Red Hill Lutheran Church and School families, current student siblings, and alumni of Red Hill Lutheran School.

In order to maintain enrollment eligibility status, ALL paper work must be complete, all fees must be paid, and all school accounts must remain current. Should the account become delinquent, the student may be moved to the waiting list.

Waiting List

There are a maximum number of students in each classroom as determined by state licensure requirements pertaining to classroom size and student/teacher ratio. The maximum ratio is twelve students to one teacher. A waiting list will be created for applicants

beyond the maximum. Students with currently enrolled siblings at Red Hill Lutheran School and Red Hill Lutheran Church members automatically move to the top of the waiting list. The registration fee for applicants on the waiting list will not be processed until parents have been notified that their child has been placed on the current enrollment list.

Non-Discrimination Policy

Red Hill Lutheran School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities made available to the students of the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, athletic programs, and any other school-administered programs.

Behavior Policy

Red Hill Lutheran School is not staffed or equipped to meet the needs of students with severe learning and/or emotional challenges. Each child is admitted and enrolled on a conditional basis.

Required Forms

The following are required:

1. Online Application
2. Consent for Emergency Treatment Form (LIC627)
3. Notification of Parent's Rights and Personal Rights (LIC613A/LIC995)
4. Physician's Report (LIC701)
5. Child's Pre-Admission Health History (LIC702)
6. Identification and Emergency Information for Child Care Centers (LIC700)
7. Copy of current Immunization Record with TB test (Refer to the Immunization Requirements Information Sheet)
8. Copy of Birth Certificate
9. Proof of Residency

The following procedures will be used at Red Hill Lutheran Preschool so as to comply with the State regulations concerning the health inspection and the transferring of responsibility for each child from the parent to the school and back to the parent at the end of the day [Title 22, Division #6, (81075.1 & 81076.1)].

Arrival

The parent shall accompany his/her child to the classroom or playground and wait with the child until:

The teacher greets the child.

The teacher briefly checks the child for obvious symptoms of illness.

At that time, the parent must sign his/her full legal signature and time on the Sign-In/Sign-Out Sheet. Initials DO NOT fulfill our licensing requirement. ALWAYS remember to sign your child in and out of class each day. If a child is not signed in or out, we are required by licensing to call the parent and have them return to their child's classroom to give the appropriate signature on that day.

Any student dropped off before 8:50 am will be billed at the hourly "Drop In" rate (refer to Daycare Policy for details).

The child will not be allowed to attend school if found to have obvious signs of illness, such as fever, nausea, or severe cough.

Departure

The parent or authorized person removing the child from the responsibility of the school, at any time of day, must sign his/her FULL LEGAL SIGNATURE and time in the spaces provided on the Sign-In/Sign-Out Sheet. ALWAYS remember to sign your child in and out of class each day. If a child is not signed in or out, we are required by licensing to call the parent and have them return to their child's classroom to give the appropriate signature on that day.

Your child will only be released to the parents, guardian or other adults authorized on the emergency/registration form. Note: All persons picking up and dropping off your child must be 18 years of age and have a valid California driver's license to verify identity in the school office.

Any students not picked up by 3:10 p.m. will be signed in to daycare, and parents will be billed at the hourly "Drop-In" rate (Refer to Daycare Policy for details).

Students will only be released to those persons named on the application/emergency form. Therefore, it is vital that student's emergency contact information is kept current. Parents must send a note to authorize the school to release any student to any person

not named on the application/emergency form. Parents should also inform the teacher by written note of any specific dismissal instructions.

Daycare

Daycare is available in the morning from 7:00 – 9:00 a.m. and in the afternoon from 3:00 – 6:00 p.m. We are pleased to offer quality care with a variety of activities including enrichment classes, art activities, and games. Registration and/or supplies fee may be required to cover the cost of materials unique to some of the activities. Registration for all months of Daycare Plans B or C during a specific session is required when registering for an enrichment class or the total course fee for each class will be due. For those families not enrolled in Daycare Plans B or C, the after-school programs are offered at a flat rate per session according to the number of weeks in the session (approximately 8-12 weeks) in addition to the registration and/or supplies fee. Daycare is available to all RHLS students, and it is not available to non-RHLS students.

Daycare Hours

Morning: 7:00 - 9:00 a.m.
Afternoon: 3:00 - 6:00 p.m.

Enrichment Class Hours

3:30 – 4:15 p.m.

Students will be supervised from 3:00-3:30 at which time they will be escorted to their enrichment class. Parents must sign their children out from Room 9 at 4:15 p.m., students not picked up by 4:15 p.m. will be signed into daycare. The published hourly daycare “drop-in” rate will begin at that time unless you have Daycare Plan B or C.

Days of Operation

Monday through Friday. Vacation camps (Thanksgiving and Easter) may also be available for a fee, provided there is adequate pre-registration.

Students arriving before 8:50 a.m. must be signed in to daycare in Room 9. If the student is not enrolled in a pre-paid Daycare Plan A or C, parents will be billed at the hourly “drop-in” rate.

Students remaining on campus after 3:10 p.m. will be signed in to daycare. If the student is not enrolled in a pre-paid Daycare Plan B or C parents will be billed at the hourly “drop-in” rate.

The billing format of daycare offers three separate flat rate plans that apply for the entire month. Hours are not calculated and billed since there is no carry-forward or refund. This format allows the school to offer daycare in the morning and afternoon at a discounted hourly rate.

Payment is due in advance by the first of each month or the published hourly drop-in rate will apply.

PLAN A (Morning Daycare Program - 7:00-9:00 a.m.)

PLAN B (Afternoon Daycare Program - 3:00-6:00 p.m.)

PLAN C (Full Day; Morning and Afternoon Daycare Programs - as listed above – 7:00 a.m.-6:00 p.m.)

The published drop-in rate (one hour minimum) with no pro-rated hours and will be assessed on the last day of the month. Please note that the billing date on the account does not reflect the days of drop-in daycare use. This is simply the posting date for the month. Drop-In daycare fees will be posted by the tenth of the month and due five days after posting. Please note that daycare privileges may be revoked for non-payment.

Daycare rates do not include fees for Thanksgiving and Easter Camps.

Students picked-up after 6:00 p.m. will be billed the published late fee per every increment of 15 minutes late. Payment is due in the office by 4:00 p.m. within two business days. Daycare privileges may be revoked for non-payment or after the second late pick-up occurrence in a given trimester.

For specific rates, please refer to the Tuition and Daycare rate sheet.

There is a \$25.00 fee to research and produce copies or information of daycare sign-in and sign-out records from more than two months prior to the date of request.

Sign-In and Sign-Out Processes

All students must be signed in and signed out DAILY. ALWAYS remember to sign your child in and out of class each day. If a child is not signed in or out, we are required by licensing to call the parent and have them return to their child's classroom to give the appropriate signature on that day. Please notify us in writing if a person other than those named on the emergency/application form will pick up your child. Your child will not be released to any person without your permission. Students not signed out, or signed out without a pick up time noted, will be charged at the published hourly rate for three hours (the maximum number of daycare hours from 3:00 – 6:00 p.m.).

Preschool Daycare Plans

We offer three daycare plans plus a "Drop-In" rate. Plan A for before school care only (7-9am), Plan B for after school care only (3-6pm), and Plan C for before and after school care (7-9am and 3-6pm). Current daycare rates are published annually at the beginning of our enrollment cycle for the following school year and are available online and in the office.

DROP-IN RATE: Please see published daycare rates. Drop-in rates are per hour, no pro-rated hours. Billing for drop-in daycare will be posted to your account by the 10th of the following month and due 5 days after posting.

DAYCARE PLAN B & C rates include fees for RHLS After School Enrichment Classes ONLY on a first come first served basis (Outside vendor classes require additional fees). Thanksgiving Camp and/or Easter Camp will be billed separately.

Two payment options are available for Plan A, B, or C

ONE Payment Option: The full amount is due September 1.

NINE Payment Option: Paid monthly, over a 9 month period, which begins September 1 and ends May 1.

Child must be picked up by 6:00 PM or parent will be billed a late charge of \$17.00 per every 15 minutes, per child after 6:00 PM with no cap.

Parents will be notified of behavior/discipline concerns in daycare. Removal from the program for persistent issues is at the discretion of the preschool director.

Parent/Guardian whose signature is executed on this agreement is personally and fully responsible for the payment of all daycare charges incurred. In the event of a separation or legal marriage status change, signatory is fully responsible for full payment. RHLS will assume no responsibility for collection of account from any other party who is not signatory on this agreement.

Daycare Plan B & C rates include course fees for RHLS After School Enrichment Classes ONLY, on a first come, first served basis, (outside vendor classes require additional fees), supply fees are not included. Conferences Day Camp, Thanksgiving or Easter Camps will be billed separately. There is no Christmas Camp.

To terminate enrollment in the Daycare Plan parent/guardian must notify the school office in writing 30 days prior to withdrawal.

There will be no refunds after March 1. There are no partial month refunds for midyear withdrawal.

Once withdrawn from the Daycare Plan, child is ineligible to re-enroll in a Plan until the following school year. All remaining current year daycare fees will be charged at the published hourly drop-in rate.

Closed Campus

Red Hill Lutheran School has a closed campus policy to ensure the safety of our students.

Parents or an adult authorized to pick-up a preschool student must stop at the school office to show proper ID and/or get a visitor's pass if they are to remain on campus. Preschool students must be signed in and out in their classrooms. All visitors on campus must have a visitor's pass obtained through the school office.

Students may not leave the school grounds during the regular school day without being signed out of the classroom by an authorized adult. Should the student return prior to the end of the school schedule, he/she must be signed in again.

All students must be escorted to and from their classroom by their parent or an authorized guardian. Children are not permitted to use the stairs unless accompanied by an adult. To ensure safety, please hold your child's hand while escorting him/her across the parking lot.

Visitors and Volunteers

Visitors and volunteers will be required to present their driver's license or government issued i.d. for scanning through the Raptor Management System.

All visitors and volunteers are required to sign in with the school office upon entering campus to receive a visitor's pass. This pass must be visible at all times while on campus.

Those wishing to visit classrooms must have prior approval from the teacher, director, and/or principal at least 24 hours in advance.

Students from other schools may not attend class or visit campus during their vacations.

Volunteers are always needed and greatly appreciated. Assistance in planning special activities and serving as a resource person in and out of the classroom are vital to the school program. Please make volunteer arrangements with your child's classroom teacher.

Classroom Celebrations

Celebrations are very special in preschool. In keeping with our school philosophy of developing the whole child, it is our policy that students in our care are to only be offered healthy, nutritious foods. For your convenience and assistance in this area, please refer to our website for healthy snack suggestions.

Birthdays

If you wish, you may send special cups, napkins and a nutritional item on your child's birthday. Please arrange this with your child's teacher in advance. All summer birthdays will be celebrated in June.

If you are planning a birthday party for your child at home, the preschool or school office staff will not be responsible for passing out invitations.

Calendar of Activities, Events, and Holidays

The preschool is closed on national holidays. Thanksgiving and Easter camp will be available with advance registration and payment. Please refer to the school calendar for specific dates. There are no refunds for holidays, sick days, or family vacations. There are no make-up days for full-time or part-time students.

School Hours

Morning Daycare:	7:00 – 9:00 a.m. (Rm. 9)
School Hours:	9:00 – 3:00 p.m.
Afternoon Daycare:	3:00 – 6:00 p.m. (Rm. 9)

Chapel

Chapel is held weekly on Wednesdays from 10:00-10:30 a.m. in the CLC Fellowship Hall.

Communication

Communication is a top priority at Red Hill Lutheran School. Parents should always feel free to contact the classroom teacher with questions or concerns regarding student progress. The following methods of communication are available:

Daily Progress Report

If you would like to receive a daily report, please fill out the top portion of the My Day report form when you drop off your child. The form will be completed by your child's teacher and placed in your file at the end of the day. Pre-K and Pre-K5 students receive a weekly report.

E-Mail

Each teacher has an individual e-mail address. Please feel free to send any non-urgent information through e-mail. E-mails will be returned by the end of the next school day.

Telephone Calls

Teachers may be contacted each day through the school office.

Monthly Newsletters

The preschool director will send home a newsletter each month with information about upcoming events and other important information. The newsletter will also be posted in each classroom, as well as, on the school website at www.redhillschool.org.

Teacher Weekly Newsletters

Weekly Teacher Newsletters are posted on the school website on Mondays (Tuesday if Monday is a holiday) and are also posted in each classroom.

Conferences and Progress Reports

Parent-teacher conferences are scheduled in the fall to discuss the goals of each student (end of October and beginning of November). A goal setting form will be completed by the parents and teacher and discussed at the parent-teacher conference. Parents should make every effort to attend this conference, as it is designed to promote partnership between the parent and the teacher. Additional conferences may be requested by the parents, teacher, director and/or principal should the need arise.

Information regarding kindergarten readiness will be sent home in January/February to students in pre-kindergarten offering a placement recommendation for the following year. A spring progress report will be sent home in May.

Curriculum and Instruction

Developmental Program

Red Hill Lutheran Preschool provides academic, developmental, age-appropriate curriculum for each child. Challenging activities are planned to support and encourage the young child's natural learning style while fostering an understanding of basic concepts upon which future learning depends.

We offer a child-centered, hands-on curriculum prepared and facilitated by our Christian, professionally trained educators. Our academic program includes *Zoophonics*, hands-on mathematics activities, and music and movement for development of large and small motor skills. Creative art activities are planned for independent expression through many different mediums. Children explore art with the goal to emphasize its "process" rather than the end "product."

Through simple activities, stories, questions, and conversations, children learn that they can pray and praise God at any time and in any place. Each class focuses on one Bible story each week. Daily prayers are incorporated with all students throughout the entire day. Parents and school staff work together to nurture the faith of young children.

Sharing Days

Most classes have a scheduled day when children are allowed to bring something special to share with the class (such as a small toy or book).

The item should be small enough for the child to handle and be identified with the child's name.

Please limit your child to one item.

Each teacher will inform you as to how she will schedule sharing day, and the "sharing" guidelines to follow.

Please do not allow your child to bring any toys that replicate weapons or relate to war or fighting.

Toys

Each classroom is equipped with educational toys and equipment.

Children are NOT to bring their toys from home to play with except on assigned "Sharing Days."

Very special items are welcome when arrangements are made in advance with the teacher.

Discipline

Discipline is a derivative of the word disciple. To be a disciple means to teach, to mentor. Teachers at RHLS employ discipline as a plan involving a combination of alternatives to teach a child how to live usefully and happily with him/herself and others. The goal is to help children discipline their own lives by learning to make good decisions.

We facilitate the development of self-control in children using the following techniques:

- Guiding children with clear, consistent, and fair limits.
- Valuing mistakes as learning opportunities.
- Redirecting children to more acceptable behavior or activities.
- Listening to children talk about feelings and frustrations.
- Guiding children to resolve conflicts and modeling the skills needed to help children solve their own challenges.
- Patiently, and in a soft voice, reminding children of rules and limits and rationale as needed.
- In the event that the above techniques are non-effective in positively influencing a child's self-control, the following steps will be taken:
 - Conversation with the director, which will be followed by communication with parent.
 - Meeting with teachers, director and parents to jointly develop plan for success.

Dress Standards

Hair, clothing, garments, and/or accessories that are inappropriate or detract from the educational program will not be allowed. The following guidelines have been established by the school board for appropriate dress at school and all school related functions.

Children should wear washable, comfortable, sturdy clothes - preferably play clothes. Paint, glue, colored chalks, water, sand and mud are examples of materials the children will be encouraged to explore. Therefore, these materials will be worn home from time to time! Smocks are offered to children, although they will not be forced to wear one in order to participate in the activity. Preschool classrooms use washable paints and materials and teachers encourage children to wear smocks, but we cannot guarantee stainless clothing.

Clothing that is easy to manage encourages independence and self-help. Many toileting accidents are prevented if children can unbutton or unbuckle pants and belts without a struggle. Three-year-old children should not wear belts or overalls. Clothing with elastic bands is preferred. Long dresses can also be a dangerous tripping hazard for little girls.

For safety reasons, we require students to wear closed-toe and closed-heel shoes. Tennis shoes are preferable. Boots, sandals, or "Croc" type shoes may not be worn. If a child is found to be wearing shoes that do not meet handbook requirements, parents will be called and asked to bring shoes that meet safety requirements.

All jackets, sweaters, coats and hats must be clearly labeled with the child's name.

Lost and Found

Lost and found articles not retrieved by the end of the year will be donated to charity.

Church Ministries

Red Hill Lutheran School is an outreach ministry of the Church and all school families are welcomed and encouraged to attend Sunday worship services and any weekly ministry activities at Red Hill.

Sunday Services & Adult Bible Study

8:30 a.m. - Classical Service

(Nursery care available 0-5 years, 8:30am-9:30am)

10:00 a.m. - Contemporary Praise and Worship Service

(Children's Ministry and Nursery Care, Infant-5th grade available, 9:45am-11:15am)

Family Worship Sunday

Join us on the first Sunday of each month to worship in a service designed for youth and families. Children ages 3 and up will attend the 10:00am service (only nursery care for 0-2 years old is provided). A special children's message will be shared as well as involvement from our youth throughout the service.

Sunday Adult Bible study is available following both services in the Christian Life Center (CLC).

Youth & Family Ministry – Children's Ministry (0-5th grade)

Sundays @ 9:45am-11:15am, Year Round

Children participate weekly in fellowship, worship, a large group message and small group ministry with dedicated small group leaders.

Youth & Family Ministry - Middle School Ministry (6th-8th)

Wednesdays @ 5:30-7:30pm, September-May

Includes dinner, worship, service, Bible study, fellowship and time with small group leaders. We offer a pick-up for those students enrolled in our RHL after school care at 5:15pm to walk students to youth group on our campus at Peter's Parish. Our Middle School students have the opportunity to engage in preparation for Confirmation as led by our Senior Pastor throughout the middle school ministry experience, culminating in their 8th grade year.

Youth & Family Ministry - High School Ministry (9th-12th)

Wednesdays @ 7:00-9:00pm, September-May

Includes dessert, fellowship, worship, service, Bible study and time with small group leaders.

For both youth groups, parents should plan to attend our annual fall ministry preview night the first Wednesday of September to meet our Youth and Family leaders, small group leaders and receive important information about the ministry year. We invite all students and families, regardless of Church affiliation, to join our youth groups.

Youth Summer Ministry

We offer a weekly youth summer ministry experience in June and August, with July off from regular weekly gatherings to attend summer camp, VBS and enjoy family time! Summer calendars will be made available for families in May as all students transition grade levels during the last week of May.

Please contact our Director of Youth and Family Ministry, Shelli Haynes, shaynes@redhillchurch.org for more information or questions.

Family Events

As we continue to create authentic connections with Church and School families, we offer **Family Events!** This is an opportunity for all of our RHL families, both Church and School, to intentionally and consistently come together during the school year in fellowship, service, Bible study and/or worship. Our goal is to build relationships between and with families, thereby, making stronger connections as One Body in Christ! Please see the school calendar for the monthly events and join in these fun Family Events!

Adult Small Group Ministries

RHL offers many different men's and women's small group experiences throughout the week including Bible study (various times and locations), service opportunities, retreats, parenting classes, mid-week Lenten series and more. Please contact our Groups Coordinator, Angie Calderon, acalderon@redhillchurch.org for more information on ways to connect with RHL.

You are invited to reach out to our Pastors and Church staff for ways in which we may serve your family more or visit our Church website for more information: www.redhillchurch.org or 714-544-3131.

First Days of School

Most parents are anxious about their child's first day at school. It is the child's initial giant step away from home and into the big world, and we will work hard to make this day a delightful and welcoming experience. However, separation anxiety is typical for the preschool-aged child.

The first day of school is very important. Most children arrive at school on the first day with mixed feelings of delight and anxiety. Parents can help their child ease into the new surroundings gently with a little extra time on the first few days. Sometimes allowing little ones to take along a familiar object will help take the edge off this new experience.

To ease the transition from home to school, we recommend that parents begin preparing children one to two weeks in advance. Talking about school and what it will be like, or using the teacher's name and making special trips to the store to purchase school items can all be helpful.

Some children may have a more difficult time than others separating from their parents. Parents are encouraged to *let their child know they are leaving* and that they will see them at the end of the day. Sometimes a child feels the need to prolong the separation process, which can actually create *more* anxiety. Most often children are quick to adjust once they see that mom or dad has left. It often helps for a parent to show his/her confidence in the child's ability to adjust by making a friendly, loving, and brief departure.

Occasionally, a child will separate from his parent easily during the first weeks of school and then display delayed separation anxiety. This is not unusual, and again, a friendly, loving, brief departure is most beneficial to the child.

ALWAYS remember to sign your child in and out of class each day. If a child is not signed in or out, we are required by licensing to call the parent and have them return to their child's classroom to give the appropriate signature on that day.

Supply Lists

Each family is requested to provide the items listed on the supply list on Meet Your Teacher Day. Supply lists are available in the school office or on the school website at www.redhillschool.org.

Sun-Smart Policy

Our Sun-Smart policy has been developed to ensure that all children are protected from skin damage caused by the harmful UVB and UVA rays of the sun. If you would like to send your child to school with his or her own sunscreen for reapplication, a *Parent/Guardian Permission to Apply Sunscreen* form must be on file (please also see important licensing regulations below).

California Code of Regulations, Title 22, Section 101226(e)(4), requires Child Care Centers to obtain written approval or instructions from parents prior to administering non-prescription medication to children in care. Sunscreen is considered a non-prescription medication.

The following guidelines will be followed in each preschool classroom:

- ~ All medication will be kept in a safe location inaccessible to children.
- ~ Each container must have an unaltered label.
- ~ All sunscreen must have the child's name and date.

Sunscreen forms can be found on our website for download or in our front office.

What to Bring

Please bring the following items in a Ziploc Bag:

1. A complete change of clothes: pants, shorts, shirt or dress, socks, and underwear. The child's name must be on each item. These clothes will be used in case of accidents. The clothes will be kept in a special box or cupboard, ready when your child needs them. By January or February your child may need a larger sized outfit. If a bag of soiled clothing is sent home with your child, please remember to return a clean set of clothes the next time your child returns to school.
2. Nap/Rest time is required for all preschool children according to Title 22, Section Code 101330. Please send one small blanket about the size of a receiving blanket. One soft toy is permissible to "cuddle." Your child will be provided with a nap

mat cover, which will be sent home for washing at the end of the week and should be returned to school on the child's next day of school. Because of health concerns, please do not send pillows.

Please **DO NOT** Bring:

1. Backpacks (these do not fit into cubbies)
2. Candy or gum
3. Guns, knives, or any kind of war weapons
4. Toys of any kind, other than on scheduled "sharing days". Toys should not be related to war or fighting in any way.
5. Lipstick, nail polish, jewelry, marbles, or sharp objects

How Parents can Help

Bring your child to school:

1. Rested and wide awake
2. Happy and unhurried
3. Comfortably dressed in clothes suitable for play indoors and outdoors
4. Do send a jacket or sweater, please!
5. Be on time, both at the beginning and at the conclusion of your child's day. When children begin on time with their classmates, they feel more comfortable and have a better "sense" of the total program, which maximizes the learning process.
6. LABEL ALL ITEMS BROUGHT TO SCHOOL.
7. Do not send your child if he/she is ill, has vomited, or has had diarrhea or a fever within the previous 24 hours. If your child is found to have had any of these symptoms within 24 hours and is in school, he or she will need to be signed out and picked up.
8. Be sure your child's teacher is aware of all known food allergies and fears, and list them on the child's pre-admission health form. Allergies will be posted in the classroom.

GET INVOLVED: Get to know the child's teacher and offer help when needed.

BE INFORMED: Read the information sent home in your child's file and any notices posted on their bulletin boards.

THE FIRST DAY/WEEK OF SCHOOL: Our classes begin with a welcoming gathering (circle time) at 9:00. Please do your best to not disrupt circle time if you arrive after 9:00 a.m.

Food Services

Snacks & Lunch

The children will be served a morning snack and an afternoon daycare snack (when on campus). Parents will be assigned snack days for which they are to provide a portion of the morning snack for their child's class. The school will furnish the afternoon daycare snack. Parents will be given advance notice of an assigned "Snack Day." The child's teacher will send home a calendar for the upcoming month listing which foods should be brought on the designated day. When it is your turn, please bring the *italicized foods* listed on the calendar for that day.

Parents/Guardians are required to provide lunch for their child(ren) each day. Lunch options include:

A nutritious lunch brought from home. Please do not send candy. A sample lunch might include: a sandwich, a piece of fresh fruit, vegetables, and milk.

For lunch, an entree, fruit and beverages can be ordered for your child and will be delivered to school. On Tuesdays, students have the opportunity to purchase Chick-Fil-A to support our 8th Grade Washington D.C. trip and on Thursdays, students have the option to purchase pizza which helps support our PTF. These lunches may be purchased on-line at redhillschool.Boonli.com. Choice Lunch lunches are available for delivery Monday, Wednesday, Thursday and Friday (not available on Tuesdays). Menus and order forms are available on-line at www.ChoiceLunch.com. Additional information is available in the school office or at Choice Lunch: 714-756-0010. Please note that orders and payment are to be made directly to Boonli or Choice Lunch and must be received by 9 a.m. the day prior to service. Orders cannot be accepted in the school office.

For safety reasons, food cannot be heated for students.

Glass containers are not permitted including beverages in glass bottles (i.e. Snapple).

CHEWING GUM IS NOT PERMITTED.

Candy, soda, and other foods and beverages with large amounts of sugar are strongly discouraged for lunches.

Symptoms which Require your Child to Stay at Home

Your child's health is a matter of major importance. In order to prevent the spread of illness, we ask that you keep sick children at home

Fever of 100.4 F/ 38 C or higher: Child may return to school 24 hours after the fever has subsided and temperature has returned to normal, without the help of a fever-reducing medication, allotting one full absentee school day.

Colds/Flu: Child may return to school when there are no cold or flu symptoms.

Diarrhea/Vomiting: Child may return to school 24 hours after loose stools and vomiting have subsided, allotting one full absentee school day.

Conjunctivitis: Child may return to school when eyes are no longer red, draining, or itching.

Rash: Child may return to school when the rash disappears or when it is determined that the rash is not a result of a communicable disease as indicated by a written doctor's note.

If the child becomes ill at home with a communicable illness, please telephone the school office (714.544.3132 ext. 117) that day to inform us of the symptoms or diagnosed illness (for example: strep throat, chicken pox, ring worm, head lice, or conjunctivitis).

Please make sure that your child is well enough to participate in program activities before returning to school after an illness.

If a child becomes ill while at school, the office staff will notify the parents immediately. An isolation area is provided for temporary care of ill children. WE DO NOT DISPENSE MEDICINE TO PRESCHOOL CHILDREN unless your child is on an Allergy Action Plan with a Physicians Report and Incidental Medical Procedure Plan. Please make your doctor aware of this so the prescription can be modified accordingly. ABSOLUTELY NO MEDICATIONS OF ANY KIND are allowed to be on a student's person. This includes any form of Tylenol, medicated lollipops, throat lozenges, etc. Students must have an application/emergency and medical authorization and release form on file in the office in the event of an emergency. Parents will be notified of accident situations and are responsible for transporting students except in cases of extreme emergency.

Allergy Action Plan

Prescription medications may be administered if all of the following conditions are met:

- Prescription medications shall be administered in accordance with the label directions as prescribed by the child's physician.
- For each prescription medication, the licensee shall obtain, in writing, approval and instructions from the child's authorized representative for the administration of the medication to the child.
 - This documentation shall be kept in the child's record.
 - The instructions from the child's authorized representative shall not conflict with the label directions as prescribed by the child's physician.
- The licensee shall develop and implement a written plan to record the administration of prescription and nonprescription medications and to inform the child's authorized representative daily when such medications have been given.
- When no longer needed by the child, or when the child withdraws from the center, all medications shall be returned to the child's authorized representative or disposed of after an attempt to reach the authorized representative.

Reference: California Code of Regulations Title 22 Section 101226, Health Related Services Article 6, (3) (A) & (B), (5) & (6).

Immunizations

To enter into public and private preschool California State law requires that children between the ages of 18 months and 5 years must receive T.B. clearance and immunizations for the following diseases: Polio, Diphtheria, Pertussis (Whooping Cough), Tetanus (Lockjaw), Measles, Mumps, Rubella, Hib, Hepatitis B and Chickenpox (Varicella). Please **consult your medical provider to ensure that your child is fully immunized** as per California state law.

Acceptable immunization documentation may consist of one of the following:

- Personal immunization record (e.g. yellow card)
- Physicians report
- Out-of-state/country immunization record (transcribed by a local physician)

All documentation must have dates (month/year or month/day/year) for **EACH** dose administered.

As of 2016, personal belief exemptions are no longer an option for the vaccines that are currently required for entry into school or childcare in California. Immunization exemptions are granted only to students due to an extreme medical reason. Any medical exemption must be in writing and signed by your child's attending physician. The medical exemption must also state if the exemption is temporary or permanent. If the exemption is temporary, the doctor must specify an end date.

Children who have received some but not all required immunization doses and are not currently due for any doses at the time of admission may be admitted to school *conditionally*. Dates of future doses **MUST** be on file in the school office for continued follow-up.

If a child has NOT received all immunization doses that are currently due, the child will NOT be admitted until all doses currently due have been administered. If a child has not received any dose of a required vaccine, a first dose must be administered prior to admission.

Please **consult your medical provider to ensure that your child is fully immunized** as per California state law.

Students with a medical exemption: In the event of an outbreak, if your child is not immunized, you will be asked to keep your child home from school until the threat of disease is terminated and you have received notification from the preschool director.

Accidental Injury

The preschool staff is trained and certified in First Aid and Cardio-Pulmonary Resuscitation (CPR). If your child has a minor injury at school, a written report will be sent home. In the case of a more serious injury, an immediate attempt will be made to contact a parent or relative. If necessary, an ambulance or paramedics will be called. Until the arrival of a parent or ambulance, the principal, director, or person in charge will make all decisions about the care of the child. Parents will be expected to assume the responsibility for any resultant expense not covered by the school's accident insurance. It is the parents' responsibility to request an insurance claim form from the church and school administration and submit it to the appropriate claims office.

Emergencies

An "application/emergency form" must be completed for each student at Red Hill Lutheran School.

Parents are notified immediately of serious injury or sudden illness that may occur during school hours. For this reason, it is critical that parents notify the school office when there is a change of phone number or emergency contacts.

It is understood that enrollment at Red Hill Lutheran School confers upon the school the obligation to select emergency care providers in the absence of our ability to reach the parents.

Insurance

Student insurance is mandatory and the cost is included in the registration fee. It is a "school time" accident program and covers students traveling to and from school, at school, and during school sponsored and supervised activities away from school. This insurance is secondary to any other insurance the student may have. Parents may request an outline of coverage from the church/school administrative office.

Natural Disasters

In the event of a natural disaster, Red Hill Lutheran School will ordinarily follow the direction of the Tustin Unified School District as to the opening or closing of the school. Should evacuation be required, the students will initially be escorted to Pine Tree Park located on the corner of Bryan and Red Hill Avenue.

Disaster drills are conducted monthly. Faculty and staff have been assigned various emergency responsibilities. The following is the general plan that will be used in the event of a disaster:

Teachers and students will perform a "bunnies in the hole" position as a standard procedure for an initial earthquake and aftershocks. It will also be used as a lock-down procedure for threats of violence.

Teachers will take the students out to an open area designated by classroom as soon as it is determined that they may be safely relocated.

The administrative team will determine the safety of the buildings and initiate any rescue. After the assessment, the teachers will be informed when/if it is safe to return to the building and previous activities.

The communications network will be established as necessary.

The first-aid team will set up a first-aid station as necessary.

Teachers will carry their classroom emergency backpacks when they go to the safe area. If appropriate, food and water will be distributed.

Parents may report to the campus gate to pick-up and sign-out their child(ren). Parents should report to the supervising adult who will communicate with the classroom teachers for systematic release.

Child Abuse Reporting Obligations

In accordance with California law, school staff is obligated under penalty of fine and jail term to report the reasonable suspicion of physical abuse, emotional abuse, emotional deprivation, physical neglect, inadequate supervision, or sexual abuse and exploitation.

In this very serious and legally narrow area, the school will not contact the parents in advance of making a report to legal authorities. The clear intent of the law, based on the seriousness of the crimes listed above, is to mandate that a report of reasonable suspicion of abuse is made.

School staff will make such reports in the best interests of the affected child and do not, once reasonable suspicion is established, have any legal alternative except to make the report to the proper authorities for their investigation and review.

The school will cooperate with law enforcement officers and other officials who, in the course of their duties, seek information about or from students. This may involve the questioning of a student at school, and/or the removal of a student from the school grounds under certain legal circumstances. The parent/guardian will be informed of this occurrence either by the official involved or the Principal/designee, as provided by law.

Animals on Campus

Pets are not allowed on campus without prior written consent from the teacher and administration. If permission is granted, the animal(s) must be caged and kept in the designated area. Parents are to supervise the animal at all times. Animals within the classroom environment and under teacher supervision are to be respected by all.

Asbestos Management Compliance

Asbestos regulations for schools found in the Asbestos Hazard Response Act and as promulgated by the Environmental Protection Agency are followed at Red Hill Lutheran School. Following an initial inspection, non-friable asbestos is assumed to be present in certain portions of the school. The school continues to be in compliance with Federal Asbestos Management regulations.

Parent Involvement

Parent-Teacher Fellowship (PTF)

Every Red Hill Lutheran School parent is automatically a member of the Parent-Teacher Fellowship (PTF). The purpose of the Parent-Teacher Fellowship is to aid the school board, principal, and school staff in carrying out the policies, programs, and projects of the school.

The PTF provides volunteer help when requested or suggested by the school board or principal.

The PTF organizes room representatives and assists with costs of transportation for activities away from school as well as special on-campus events.

The PTF organizes major fund-raising activities, as approved by the school board, to supplement school funds in special areas of need.

The PTF may contact parents to assist classroom teachers with classroom projects, baking for special holidays, and volunteering for fundraisers held throughout the year.

PRIDE Hours Program (Parent service hours to RHLS)

At Red Hill Lutheran School, we believe that our students greatly benefit from parental involvement. We believe that families play an important role in building a supportive school environment where students, teachers and staff can thrive. Parent and family involvement is a valuable resource at Red Hill Lutheran School and serves to enrich all of our school programs. Our PRIDE hour policy exists to guide the time and talents of volunteers and ensure full participation at school-sponsored activities. It is our hope that each Red Hill Lutheran School family feels **PRIDE** and satisfaction when they take ownership in our school by serving as a volunteer.

Service Opportunities:

A list of qualified school service hours will be available on the school website, the teacher's weekly newsletters and in requests sent via e-mail. It is our desire to make service opportunities available to accommodate all of our Red Hill families. Some examples of school service projects that are acceptable for earning PRIDE hour requirements are listed below. Families are encouraged to communicate with their teachers and room parents about ways that they can best serve our school.

- Assisting homeroom teachers with classroom activities or take-home projects
- Assisting teachers with errands, or other classroom services
- Assisting with the annual Auction-Gala fundraiser.
- Taking home play clothes or toys to wash
- Helping with on-campus activities
- Assisting with snack duties
- Helping with on-campus activities: Meet Your Teacher-Party & Prayer, Back to School Nights, Carline, Garden, Christmas Programs, Spring Sing Programs, Class Act Family Night, Grandparents'/VIP Day, etc.
- Assisting with snack shack duties and PTF based pizza lunch
- Assisting in the school office
- Assisting with picture day

Each family is required to serve a minimum of 10 service hours at Red Hill Lutheran School (5 hours for 2-day & 3-day students). This is the equivalent of one service hour per month of school enrollment. Parents, legal guardians, or any adult family member may serve the required hours provided the party responsible for enrolling the student signs approves the PRIDE hours and properly records the hour(s) on FACTS Family Portal - ParentsWeb.

PRIDE hour requirements for the school year begin on the first day of summer before the school year and end on the last day of school.

PRIDE hours must be completed by the last regularly scheduled day of the school year or a fee of \$25.00 will be incurred for each hour not served, not to exceed \$250.00 per family.

Church volunteer hours with exception of some activities at RHL, and middle school student service hours will not normally count as PRIDE hours.

It is the responsibility of the volunteer to correctly record their PRIDE hours and submit them online using the RHLS app (links to ParentsWeb). PRIDE hours are validated and tracked by the school office and can be viewed on the FACTS Family Portal ParentsWeb at any time.

School families will be considered to have fulfilled their PRIDE hour requirements by their school involvement in the following ways:

- Full-time RHLS and RHLC faculty and staff.
- RHLS School board members.
- RHLS Head Room Parent position.
- RHLS PTF Board Positions

All families are required to participate in the PRIDE program. Parents not serving the minimum hours will be required to pay the equivalent of \$25.00 for each hour not served for a maximum payment of \$250.00 per family.

Fundraisers

There are several fundraisers throughout the school year. Profits from these fundraisers fund the budget for the majority of PTF-sponsored activities and school support including bus transportation for field trips, capital improvements to the facility/playground,

technology, and other school events. The one MAIN FUNDRAISER is the AUCTION-GALA event. Each classroom is asked to select a theme basket and then donate items to that basket which is auctioned off as part of the Auction-Gala event. Additional donations of products and services are strongly encouraged and make this fundraiser event successful. Families who have businesses are asked to consider placing an advertisement with the Auction to help underwrite this annual fundraiser.

Required Withdrawal

The school reserves the right to decide whether or not a child will attend the program offered at Red Hill Lutheran Preschool. The teachers, preschool director, and principal will make a sincere effort to help each child adjust to the program. If a child displays a chronic behavior that hurts another child or adult, or disrupts the normal functioning of the class, the school will evoke the right to require a child to be withdrawn from the program.

Termination of a child's enrollment may be requested by the preschool director, or principal for non-cooperation of the parent(s), delinquency of fees, failure to provide necessary paperwork or falsifying paperwork, or the inability of a child or parent to adjust to the school routines and program.

The procedure for termination when a child displays chronically disruptive behavior is as follows:

The teacher(s) will make a written observation to document the behavior that is observed. This will be given to the director and/or principal.

The director and/or principal will make a follow-up written observation, and discuss all observations with the teacher and parent. A plan of action to re-direct and/or adjust the environment will be made to help the child adapt to the program.

The parent will be informed of the unacceptable behavior and be encouraged to speak to the child. This will be done by letter, e-mail or via telephone.

If the disruptive, chronic behavior continues, a conference will be scheduled with the parent, teacher(s), director and/or principal. A plan of action will be set up with the parent. This may include the parent picking up the child from school for the remainder of the day.

At the time of the conference, a probationary period will be determined, and professional counseling may be required. An additional parent/teacher conference will be scheduled at the close of the probationary period.

If the chronic, disruptive behavior continues through the probationary period, the director, principal, and teacher(s) may determine that the program at Red Hill Lutheran Preschool cannot fulfill the needs of the child, and the child will be required to be withdrawn from the school.

Chronic inability of the child to manage his/her restroom needs is grounds for probation or required withdrawal from the program. While we recognize that occasional accidents will occur, it is a requirement for entry into our program to be completely toilet trained.

Room Parents

Room parents play a vital role in the integration of parental involvement and support in regular school activities. The teachers rely on the room parents to help coordinate a number of class activities. Also, studies show many lifelong positive effects of parental involvement in elementary and middle school classrooms for students. Room parents will work closely with the classroom teacher and assist with the coordination of classroom needs and activities. If you are interested in serving as a room parent, please contact the school office to put you in touch with the PTF.

School Board

The governing and policy-making body of Red Hill Lutheran School is the school board, which consists of members of Red Hill Lutheran Church who are appointed by the church board of directors. The primary objective of the school board is to establish policies for the school as a ministry of Red Hill Lutheran Church that will adhere to the mission, vision, purpose and statement of faith as set out in the School Board Policy Manual.

The full School Board will meet no less than six times a year. Any current School family is welcome to attend. Parents who would like to bring a question(s) or items of concern to the attention of the board should submit their request(s) in writing prior to the meeting. A request form is available in the school office. The board will review the request(s) and schedule appropriate action.

SCHOOL BOARD, Meetings are held the Second Tuesday of selected months at 7:00 p.m.

Mrs. Danalyn Belgen, Chair

Mr. Mark Colon, Vice Chair

Mrs. Peggy Greene

Mrs. Sonja Scott, Secretary

Mrs. Carolyn Driscoll

Mrs. Kari Rigoni

Mrs. Claire Markovsky

Mrs. Jennifer Brenner

Dr. Ken Hays, Advisor Ex-Officio

Tuition

Registration Fees

DUE AT TIME OF REGISTRATION

There is a non-refundable, non-transferable registration and application fee per student for Tiny Tots, Pre-Kindergarten, and Pre-K5. These monies help offset the cost of student insurance, spirit shirts, and nap mats as well as other miscellaneous items. Students must be three years of age by December 1, 2019 and fully potty-trained to enroll in the Tiny Tots class and four years of age by September 1, 2019 and fully potty-trained to enroll in the Pre-Kindergarten class and five years of age by September 1, 2019 or with assessment and approval from the Preschool Director and fully potty-trained to enroll in the Pre-K5 class. **APPLICATIONS WILL NOT BE CONSIDERED UNTIL ALL REQUIRED PAPERWORK IS SUBMITTED.**

Tuition Payments

FIRST PAYMENT DUE JULY 1

Monthly tuition is calculated by the total number of days in the school year divided by ten equal payments. Consequently, monthly tuition remains constant regardless of the number of school days that month. Payment is due the FIRST of each month beginning July and ending in April. Tuition is late after the 5th of the month and a 10% penalty will be assessed on the total family account balance. *Extensions for payment are not provided when due dates occur on weekends or holidays.* Payment options are listed below:

Option #1: Ten monthly pre-authorized withdrawals from your bank account through FACTS. Application paperwork must be filled out and turned in with registration paperwork.

Option #2: Tuition may be prepaid for the entire school year on or before July 1 and a 3% discount will be deducted from your family account balance.

Family Discounts

Discounts will be provided for *full-time 5-Day students only on a total family tuition basis. *There are no discounts available for part-time, 2-Day or 3-Day Preschool students.*

For a family with 2 students, subtract \$400.00 from the total yearly family tuition amount.

For a family with 3 students, subtract \$1,000.00 from the total yearly family tuition amount.

For a family with 4 students, subtract \$6,000.00 from the total yearly family tuition amount.

Church Member Discounts

Red Hill Lutheran Church Member discounts are not available to preschool students.

There are no tuition refunds after March 1. There are no tuition refunds or credits for any student who attends school after March 1st regardless of when the Intent to Withdraw form is submitted. **ALL TUITION AND FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE UNLESS OTHERWISE NOTED.**

Annual Program Commitment

Red Hill Lutheran School's Preschool program is an annual commitment that follows the K-8 school calendar.

Requesting Program Changes

Requests to change a student's program must be made in writing and submitted to the school office. Requests will be reviewed by the registrar and are subject to availability and approval of the teachers, preschool director, and/or principal. Approved changes that

require any increase in tuition rates become due at that time. If the request cannot be honored due to lack of availability, the student's name will be put on a waiting list, and the parents will be notified as soon as the requested change becomes available.

Enrollment After the 1st Day of School

Preschool students enrolled after the first day of school are required to pay the application and registration fee, tuition for the month they are enrolling, and two months additional tuition.

Non-Payment of Tuition

Non-payment of tuition constitutes a serious breach in the parent/guardian's obligation to the school. As such, if there exists a non-payment of tuition under the payment option selected above, the school may take the following actions unless the school accountant, registrar, and/or principal have approved an acceptable alternative arrangement in writing. Until the financial obligation to Red Hill Lutheran School has been satisfactorily met, the school may enforce the following actions:

Delinquency in tuition constitutes cause for dismissal of the student at the school board/principal's discretion. Students may be asked to leave at 30 days overdue.

Re-admission for the following school year may not be permitted until student's tuition account is brought current.

The school shall have the right to legal action for the non-payment of tuition, and parents/guardians will be responsible for all costs of collection, court expenses, and attorneys' fees.

Late Fees

You will not receive a bill for monthly tuition. Tuition is due on or before the first of each month beginning July 1. Payment will be considered late after the 5th of each month. A 10% late fee will be assessed on the total outstanding family account balance each time tuition is received late. *Extensions for payment are not provided when due dates occur on weekends or holidays.* We are unable to honor postmarks or take responsibility for postal service delays. Red Hill Lutheran School reserves the right to dismiss any student whose family account balance is 30 days past due. Please note that all accounts must remain current to maintain enrollment status.

Returned Checks

A fee of \$35.00 per returned payment will be imposed for each occurrence. Electronic returned payments may be reattempted up to two more times. Rescheduled failed payments are not subject to a fee if they fail. Returned checks will not be re-deposited, and payment must be made in cash or money order form within 48 hours. If two checks are returned during the school year, all subsequent payments to the school (or PTF) must be paid in cash or money order form.

Supplemental Costs

Special Events, School Productions, School Pictures, Yearbook, and other specific or incidental costs will be the parents' responsibility.

Withdraw

To terminate enrollment at Red Hill Lutheran School, parents must notify the school office in writing by completing an "Intent to Withdraw" form.

In the event of student withdrawal after registration, all accounts must be paid up to and including the month in which the student is withdrawn. There are no refunds on previously paid tuition installments; this includes payments made in July and August. If the full year was paid in advance, only the equivalent remaining installments are refundable. There are no refunds of any kind after March 1st of the current school year.

ALL TUITION AND FEES ARE NON-REFUNDABLE AND NON-TRANSFERALBE UNLESS OTHERWISE NOTED.

Wellness Policy

The RHLS Wellness Policy is focused on improving the health of students. The policy was adapted from the Tustin Unified School District Wellness Policy.

Key Areas of our Wellness Policy:

- Nutrition Education
- Physical activity
- Other school-based activities that are designed to promote student wellness.

Belief Statement

The school is committed to providing a learning environment that supports and promotes wellness, good nutrition, and an active lifestyle and recognizes the positive relationship between good nutrition, physical activity and the capacity of students to develop and learn. The entire school environment shall be aligned with healthy school goals to positively influence students' beliefs and habits and promote health and wellness, good nutrition and regular physical activity. In addition, school staff shall be encouraged to model healthy eating and physical activity as a valuable part of daily life.

Rationale

A disturbing number of children are inactive and/or do not have healthy eating habits. The Centers for Disease Control and Prevention latest data indicates 34 percent of children and adolescents are overweight and 17 percent are obese.

The link between nutrition and learning is well documented. Healthy eating patterns are essential for students to achieve their full academic potential, full physical and mental growth and lifelong health and well-being. Healthy eating is demonstrably linked to reduced risk for mortality and development of many chronic diseases. Schools and school communities have a responsibility to help students acquire the knowledge and skills necessary to establish and maintain lifelong healthy eating patterns. Well-planned and well-implemented wellness programs have been shown to positively influence children's health.

Nutrition Education

Every year, all students in Preschool through 8th grade shall receive nutrition education that aligns with the health education curriculum standards and guidelines as stated by the California State Department of Education. Nutrition education that teaches the knowledge, skills, and values needed to adopt healthy eating behaviors shall be integrated into the curriculum.

Daily Physical Activity

Early childhood is an important time to help establish healthy habits. Red Hill Lutheran preschool recognizes the importance of quality physical activity in young children. Physical activity shall be aligned with the California Preschool Learning Foundations, Volume 2 California Dept. of Education.

- Weather permitting, Red Hill Lutheran staff shall offer 60-120 min. of outdoor physical activity opportunities per day.
- Children are provided ample opportunities to develop movement skills that are the basis for future motor skillfulness and physical activity.
- Safe indoor and outdoor areas are available that meet or exceed recommended safety standards for performing large-muscle activities.
- Teachers understand the importance of physical activity and promote movement skills by providing opportunities for structured and unstructured physical activity and movement experiences..

How can parents help?

There are many ways you can help support the policy.

- Show support for the policy. Spread the word and incorporate the ideas into your home life.
- Fresh fruits and vegetables, whole grains, milk and 100% juice drinks are encouraged on campus. Candy, cupcakes, and sugary beverages are strongly discouraged during school hours. We prefer these not be sent to school even for holidays and birthdays.
- Praise your child for their healthy choices. Ask what they did during recess.
- Be sure your child eats breakfast every day.
- Be a healthy role model. You can positively impact your child's eating and physical activity habits by modeling healthy behaviors.

PRESCHOOL COMMITMENT STATEMENT

AS A PARENT OF A PRESCHOOL STUDENT AT RED HILL LUTHERAN SCHOOL, I WILL:

1. Respect and support the goals, philosophy, programs, and Religious Belief Statement of the school as well as the administration, faculty, and staff.
2. Participate in conferences with school personnel as requested and support mutually agreed-upon decisions.
3. Be responsible for helping my child understand and abide by the school's policies and procedures, particularly concerning behavior.
4. Be responsible for my child's attendance and prompt arrival and pick-up each day.
5. Serve 10 hours per year per family to Red Hill Lutheran School by May 2020 (*Five hours per family for part-time Preschool students) or pay \$25.00 per service hour not served.
6. I will pay the school tuition, Daycare fees, and all other school related fees on time.
7. I have received a copy and will read the Parent-Student Preschool Handbook. I will adhere and support the expectations and policies of the school as outlined in the Handbook.

RED HILL LUTHERAN CHURCH & SCHOOL COVENANT COMMITMENT

A Covenant of Understanding with parents whose children attend Red Hill Lutheran School

1. When differences between the beliefs of the church and families exist, families acknowledge that the church will not compromise our biblically based teachings, whether the subject is religion, science, ethics, or any other topic.
2. Families agree to not promote behavior or doctrinal positions contrary to the confession of Red Hill Lutheran Church & School on campus, at church/school events, or in any media form identified with Red Hill Lutheran Church & School.
3. Families who have strong differences with these doctrinal and moral issues agree to communicate their concerns in personal dialog with our pastor(s) as opposed to involving themselves in conversations with other school families in ways that could lead to division and disruption in our school day, classroom setting, or the normal operation of the school and community.

The Parent-Student Handbook is subject to change per discretion of the school board. Revisions will be emailed.

Preschool Parent-Student Handbook Acknowledgement

[Please Click here to provide Acknowledgement and Agreement for the Preschool Parent-Student Handbook.](#)

Your agreement and acknowledgement is required for your child to attend Preschool at RHLS. Please complete the electronic form acknowledgement and agreement prior to the start of the school year. The electronic form agreement indicates that you have received and read the entire Preschool Parent-Student Handbook and you agree to and support all stated philosophies and beliefs as they pertain to enrollment at Red Hill Lutheran School.

You understand that you are making a solemn commitment and are responsible to abide by all stated policies and procedures as outlined in the Preschool Parent-Student Handbook, and you will support these policies and procedures. Additionally, I acknowledge that continued enrollment is contingent upon my support and respect of all Red Hill Lutheran Church & School administration, faculty, and staff.

It is my desire to uphold the spirit of all stated policies and procedures, so as to provide for a solid Christian education for my child. I understand that if at any time I have a concern or need for clarification I may contact the school administration.

It is my solemn commitment and responsibility to abide by all stated policies and procedures, specifically, the terms listed in the handbook concerning the following:

1. Preschool Commitment Statement
2. Red Hill Church & School Covenant Commitment
3. Parent Involvement (PRIDE Hour Program: Parent Service Hours to RHLS)
4. Symptoms which require your child to stay at home - 24 hr fever free
5. Dress Standards – Closed-toe and closed-heel shoes. Tennis shoes preferable
6. Sign-In / Sign-Out Processes, see also Arrival and Departure Procedures

Your electronic acceptance via the [Acknowledgement and Agreement Form](#) acts as a signature to acknowledge that you have received and read this Preschool Parent-Student Handbook. Furthermore, your child and you agree and support all stated policies, philosophies, and beliefs as they pertain to your child's enrollment at Red Hill Lutheran School.
