

Summer Sonshine Club Guidelines

The following information is provided to help make this year's summer program an enjoyable and safe experience for your child.

Drop-off/Pick-up:

Before 7:00 am, children may be dropped off at the daycare building. Around 7:00 am, the children will be taken up to the school. Parents do not have to sign in their children when they drop them off, but each child must be signed out when he is picked up.

**Please make sure to make changes to the Authorized pick-up list as needed.

**If someone is to pick up your child who is not on the list, please send a note or call and let us know. Please let the person picking up your child know that he must show ID and sign out your child.

All children MUST be picked up by 6:00 pm to avoid a late fee.

Meals/Snacks:

Breakfast is provided and is served from **8:00 am - 8:30 am**. Each child that is at the center during that time will be served breakfast which consist of cereal, juice, and milk. If a child brings outside food for breakfast, he may eat the food during this time only.

**Please note that we are required to serve breakfast to your child even if he has brought his own food, or if the child states that he is not hungry.

Lunch: is provided and is served between 11:30-12:30.

**Monthly menus are posted on the glass door of the gym. Again, children may bring outside food for lunch, but we are still required to serve them the lunch that we provide.

**PLEASE NOTE: Parents must call before 10:00 am to let us know if the child is coming in late so that we may include the child in the lunch count.

Afternoon snack: is served between 3:30 pm-4:30 pm, which consist of a snack food and koolaid/water. Children are allowed to buy snacks if they have brought money.

**Buying a snack is considered a privilege, and therefore may not be granted if there have been discipline problems with the child that day.

**Any money that children bring to Sonshine Club must be turned in first thing in the morning as soon as they arrive. They will not be allowed to spend any money that they do not turn in. There is no sharing of money among children unless they are siblings.

Weekly Events:

Monday-Swim Day 9:00 am - 4:00 pm

- Children **must be wearing swimsuits** and have ***sunscreen already applied*** when they arrive on Monday morning. Please make sure that your child's swimsuit is appropriate for daycare.
- Boys can have tee shirts on and girls can have clothes over the top of their swimsuit.
- Flipflops or slide-on shoes are required for swim day.
- Each child **must have his own towel**. NO SHARING even among siblings.
- Arm floaties/swimmies and other pool items may be brought for swim day, however, due to limited space on the bus, inflatable items brought cannot be already inflated.
- Children may bring a change of clothes that will be left at the gym. They will be allowed to change into their dry clothes as soon as we return to the gym.

**If you arrive after the bus has left for the day, you will have to make other arrangements for your child's care for the day.

Tuesday-Movie Day

- Age-appropriate movies will be shown at the gym.
- Popcorn and soda will be provided.
- Children are allowed to buy additional snacks if they have brought their own money.

Wednesday-Extreme Play 12:45 pm - 3:15 pm.

- This year we will be going to Extreme Play in Monroe Mall
- Children need to have socks.

Thursday-Special Trip Day

- Check calendars for time.
- Again, if you arrive with your child after the bus has left, you will have to make other arrangements for your child's care for the day.

Friday-Special Awards Day

- Please check the monthly calendar for the events on Thursday.
- Once this Year's Sunshine Club Shirt has been given to your child, he MUST wear it every Thursday, no exceptions. Children will not be allowed to go on the trip without the required shirts. This is for the child's safety.
- Also, please check the calendar for any other item that your child may need for the day's trip. ☒ The special activity on Friday is to award the children for having a great week. The activities are listed on the calendars and are usually after the rest time.

Costs:

The weekly fee must be paid on Friday or first thing on Monday morning for the following week.

There are no additional costs for food or activities.

Again, please remember that all children must be picked up by 6:00 pm to avoid a late fee.

Rules/Discipline:

We explain and discuss all of the rules with the children. We want each child to have a safe and fun-filled day, so it is important that all the children obey all of the rules. Discipline usually consist of a time-out privilege. We record the time-outs per child daily. Repeated behavioral problems may lead to loss of privileges for that day. We start fresh every day; however, the Friday special award activity can be affected by repeated misbehavior that might have occurred during that week.

Toys/Electronics:

Children are allowed to bring toys from home as long as the toys do not cause problems. We do limit the amount of time spent playing with electronics. Electronics are not allowed during play time *outside*.

PLEASE NOTE: We are NOT responsible for any toys or electronics damaged, lost, ect.

Rest Time:

Rest time is immediately following lunch on the days that we are at the gym. Children may bring a pillow, towel or small blanket and something to read or play with quietly during this time. Rest time is no more than one hour. It is not required that the children sleep during this time.

**Please feel free to contact any of the following people at 704-283-2739, if you have any questions or concerns:
Mrs. Hastings, Sunshine Club Director**

Sonshine Club and After School Rules

1. Children are to ask permission before going to the restroom, water fountain, or to the gym. Permission must also be granted before toys from First Assembly can be checked out.
2. Talking is not allowed in the cafeteria without permission from the teacher.
3. Talking is not allowed while the children are in line.
4. Talking is not allowed in the foyer or hallways of the school.
5. CHEWING GUM OR CANDY SHOULD NOT BE BROUGHT FROM HOME.
6. Children are allowed to buy an afternoon snack. Items are available for \$.25 to \$1.00 **Please note, the privilege of buying snack can be revoked if a child has been causing disciplinary problems.
7. Lunch items cannot be placed in the refrigerator. Children are not allowed in the kitchen
8. All medicines must be labeled and accompanied with a medication permission slip indicating dosage and times to be given. All medicines must be given to the teacher.
9. Children will be assigned a locker to store their belongings. The locker should be kept neat and clean. Students should not remove things from other lockers. Food of any type should be removed from the locker daily. **Children can go to their lockers without a teacher's permission only when they first arrive and when they are leaving to go home. Any other time, children must ask permission before going to their lockers. (LOCKERS ARE TO BE CLEANED OUT EACH FRIDAY.)
10. Children are to respect and take good care of the school property both inside and out.
11. Children are not permitted to use the telephone. If a child needs to make an emergency call it will be made by a teacher.
12. Toys are allowed to be brought from home unless the toys are on the restricted list or if the toy causes any type of problem.

RESTRICTIONS:

Toy guns or knives

Pokemon, digimon or similar toys/articles

Merchandise pertaining to spirits, powers, or magic (ex. Harry Potter)

Monster or demonic type toys Rock music items

**NOTE: Parents should use good discretion in allowing children to bring controversial items to the Christian Day Care Facility.

13. Book bags must remain in the students' locker during the day. No exceptions.
14. Handbags/pocketbooks/purses are allowed as long as they do not cause problems.
15. Lockers, purses, book bags, and any other items brought to day care are subject to search should the administration deem necessary.
16. Game Boy items may be played inside only on rainy days. Only approved Game Boy games will be allowed.

NOTE: Children are responsible for any toys or items brought from home. If an item is either lost or broken, FACS will not be held responsible.

Playground Rules

1. Children are to stay within the assigned boundaries on the playground at all times unless permission is given by the teacher.
2. Children are never to play with rocks or sticks. NO EXCEPTIONS
3. Children are not allowed to play games that could scare or harm themselves or other children.
4. Children are to go down the slide on their bottoms only, never head first or backwards. Only one child is allowed on the slide at a time. No toys are to be on the slide.
5. Only one child is allowed on a swing at a time. No swinging double is allowed. No twisting, standing, or high swinging is allowed on the swings.

6. Only the students tall enough to reach the parallel bars by themselves without any aid are allowed to play on the bars. No one is to use a seesaw, chair, or any other item to help themselves reach the bars. Students are not allowed to assist one another in getting on the bars. Only three children are allowed on a bar at one time.
7. Only one student is allowed at the water fountain. There should be no playing in the water.
8. Children are not allowed to sit on the tables on the playground, in the gymnasium, or in the school
9. Children should keep all areas of the school property clean. No littering at any time!
10. Students are to take good care of all playground equipment and properties.

Student Conduct

A Christian and wholesome atmosphere is to be maintained at FACS. Therefore, the following guidelines must be observed at all times:

1. Children must obey all general, school, and playground rules.
2. Children must show respect to every teacher and employee of FACS.
3. Children must take proper care of all school and church property.
4. Children must show respect to other students and their personal belongings.
5. Children are not allowed to bring the following items: radios, stereos, cassette players, CD players, pagers, cellular phones, rock music and related paraphernalia, wrestling paraphernalia, pokemon or digimon paraphernalia, any magazines or books not approved by the administration.
6. Swearing, cursing, or use of any other type of indecent or vulgar language is not allowed.
7. Name calling is not allowed.
8. Discussion of personal relationships (boyfriend/girlfriend) is not allowed at any time on school property.
9. Tobacco, alcohol, or illegal drugs are not allowed on school property. Searches of student's personal items may be done without warning if there is a suspicion of violation. Anyone found using or in possession of tobacco, alcohol, or illegal drugs on or off the school property may be expelled or suspended.
10. Gambling is prohibited on school property.
11. Children are not allowed to go to another person's car.
12. No one is to have visitors without clearing them with the office on each visit. All visitors must abide by the rules of this handbook. A child may not leave with a person not on the pick-up authorization slip without written permission or telephone call from their parent/guardian.

Student Dress Code

1. Shorts, skirts, and dresses must be at a decent length. No minis.
2. Tank, spaghetti-strap, and other immodest tops are not allowed.
3. Clothing that reveals the lower back or stomach at any time should not be worn.
4. Tight fitting clothing is not permitted.
5. Low-cut tops or dresses can not reveal any cleavage.
6. Offensive or indecent slogan shirts are not allowed (tobacco, alcohol, slang language, rock groups, skulls, satanic symbols, etc.).
7. No chains of any kind may be worn (wallet, etc.)
8. Hats or caps of any kind are not to be worn inside any building by boys or girls.
9. No two-piece swim suits in the summer.
10. Clothing with pictures or slogans of pokemon, digimon, Harry Potter, or other mystical/magical themes are not allowed.

****PLEASE NOTE:** If skirts or dresses are worn on the playground, the children are restricted from certain playground equipment (slide, swing, bars, etc) unless shorts are worn under the dress or skirt.

IF YOU ARE UNSURE ABOUT CERTAIN TYPES OF CLOTHING, IT WOULD BE BEST TO NOT WEAR IT. PARENTS WILL BE CALLED OR NOTIFIED TO CORRECT ANY INFRACTION OF THE DRESS CODE!

*First Assembly SonShine Club
Application for Enrollment*

Date _____

Child Information

Full Name _____ Last _____ First _____ MI _____ T-Shirt Size _____
Address _____
Street _____ City _____ State _____ Zip _____
Date of Birth _____ Sex _____ Grade _____ Phone _____
MM/DD/YYYY M/F Home

Parent(s)/Guardian Information

Mother/Guardian _____ Employer's Name _____ Work Phone _____

Mother's/Guardian's address (if different) _____ City/State/Zip _____ Home Phone _____

Father/Guardian _____ Employer's Name _____ Work Phone _____

Father's/Guardian address (if different) _____ City/State/Zip _____ Home Phone _____

If not married, who has custody _____ If sole custody, court documents should be attached

I/we understand that the weekly rate is \$100.00 per child and must be paid in advance each week on Friday for the following week. This rate is due even if the child does not attend all or part of a week. One vacation week is allowed during the summer with no charge, but the child cannot attend at any time during that week. In addition to the weekly fee is a non-refundable registration fee of \$50.00, due at the time of enrollment. A \$20.00 late fee will be charged for any payment made past noon on Monday. A \$25.00 fee will be charged for all returned checks.

The weekly fee covers all transportation, trips, and meals. Activities are planned for each week and are subject to change. Each child must follow the proper instructions for each trip or activity in order to participate. Children must arrive prior to the departure times listed on their calendars in order to attend for the day, because all staff will attend the trips and activities. The SonShine Club Rules are attached to this application and must be followed at all times. Failure to follow these rules could result in the child not being allowed to attend.

Parent/Guardian Signature _____ Date _____ Parent/Guardian Signature _____ Date _____

EMERGENCY INFORMATION

Emergency Contacts (If parent(s)/guardian cannot be reached)

Name	Relationship	Phone Number
Name	Relationship	Phone Number
Name	Relationship	Phone Number
Pediatrician	Phone Number	Hospital Preference

Special Information

(Allergies, Medications, Handicaps, Etc.)

First Assembly Christian School
2500 Arnold Drive
Monroe, NC 28110

Date _____

Pick-up Authorization Form

Only the following people may pick up my child _____ from First Assembly Christian School, Daycare, After School, or Sonshine Club. I/we understand that **identification may be required at any time** if the staff does not know the person picking up my child, and will not release my child if the person's name is not on this form unless given notice by me/us by telephone or in person. I/we also understand that it is my/our responsibility to update this form with any changes.

Parent(s)/guardian are automatically allowed to pick up their child unless anyone has sole custody and has attached custody papers from court.

Name	Relationship
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Name	Relationship
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Name	Relationship
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Name	Relationship
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Name	Relationship
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Name	Relationship
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Name	Relationship
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Parent/Guardian Signature	Parent/Guardian Signature
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Work Phone	Home Phone	Work Phone	Home Phone
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