

FLAGSTAFF

CHRISTIAN PRESCHOOL



Quality First Rating

PARENT HANDBOOK



2026-2027



Children are a gift from the LORD;
they are a reward from him.



Psalm 127:3

QUALITY FIRST



FLAGSTAFF CHRISTIAN PRESCHOOL

BUILDING FAITH. MINDS. FUTURES.

2026-2027 REGISTRATION CHECKLIST

Please complete all items below
to secure your child's enrollment.

☐

Registration Form

☐

Emergency Information Form

☐

Immunization Records

☐

Birth Certificate Copy

☐

Parent Handbook
Acknowledgement

☐

Tuition Agreement

☐

Auto Pay Authorization

☐

Enrollment Fee
(Non-Refundable)

☐

Last Month Tuition Deposit

☐

Developmental
Information Form

☐

Parent Driver's License
(Front & Back Copy)

☐

Waiver



Registration is complete when all of the above
have been submitted to the preschool office.



How did you hear about our preschool? _____



1400 W Forest Meadows,
Flagstaff, AZ 86001



office@flagstaffchristianpreschool.org



www.flagstaffchristianpreschool.org

2026-2027 REGISTRATION FORM

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FLAGSTAFF
CHRISTIAN PRESCHOOL



Child's Name _____

Birthdate _____

Home Address _____

Zip _____

Parent's Names _____

Phone _____

Email Address _____

Registration Fee: \$125 (Non-Refundable)

Rates shown below include a 5% autopay discount. If you are not using autopay, add 5%.

★ **20% DISCOUNT SIBLINGS** ★

 INFANT CARE (0-12 MONTHS)	FULL DAY INFANT RATES			HALF DAY INFANT RATES		
	Schedule	Monthly Tuition	Time	Schedule	Monthly Tuition	Time
	5 Days Per Week	\$1,313	9:00 am – 3:00 pm	5 Mornings	\$870	9:00 am – noon
	4 Days Per Week	\$1,230	9:00 am – 3:00 pm	4 Mornings	\$765	9:00 am – noon

 TODDLER CARE (1-2 YEARS)	FULL DAY TODDLER RATES			HALF DAY TODDLER RATES		
	Schedule	Monthly Tuition	Time	Schedule	Monthly Tuition	Time
	5 Days Per Week	\$1,225	9:00 am – 3:00 pm	5 Mornings	\$812	9:00 am – noon
	4 Days Per Week	\$1,148	9:00 am – 3:00 pm	4 Mornings	\$714	9:00 am – noon

 PRESCHOOL CARE (3-5 YEARS)	FULL DAY PRESCHOOL RATES			HALF DAY PRESCHOOL RATES		
	Schedule	Monthly Tuition	Time	Schedule	Monthly Tuition	Time
	5 Days Per Week	\$875	9:00 am – 3:00 pm	5 Mornings	\$580	9:00 am – noon
	4 Days Per Week	\$820	9:00 am – 3:00 pm	4 Mornings	\$510	9:00 am – noon
	3 Days Per Week	\$690	9:00 am – 3:00 pm	3 Mornings	\$425	9:00 am – noon
	2 Days Per Week	\$510	9:00 am – 3:00 pm	2 Mornings	\$325	9:00 am – noon



Morning Care

Available at 6:45 am

**ADD \$40
PER MONTH**



Aftercare Care

Available until 6:00 pm
Monday–Thursday
and 5:50 pm on Fridays

**ADD \$60 PER MONTH
OR \$20 PER DAY**



Lunch Bunch

Stay until 12:45 pm
for Lunch

**ADD \$40
PER MONTH**

CIRCLE DAYS AND TIMES

Monday		Tuesday		Wednesday		Thursday		Friday	
AM	☐	Full	☐	AM	☐	Full	☐	AM	☐
								Full	☐

Late Pickup—\$10 per every 15 minutes

Parent/Guardian Signature: _____

Date: _____

FLAGSTAFF CHRISTIAN PRESCHOOL



1400 W Forest Meadow, Flagstaff, AZ 86001

2026–2027 PARENT HANDBOOK

Dear Parents,

Thank you for considering Flagstaff Christian Preschool for your child's early learning journey. Enrollment for the 2026–2027 school year is now underway, and we invite you to learn more about our curriculum, philosophy, and program goals as you determine whether our preschool is the right fit for your family.

At Flagstaff Christian Preschool, we are committed to providing a high-quality early childhood education experience through highly qualified teachers, nurturing relationships, engaging hands-on learning opportunities, developmentally appropriate practices, and small class sizes that allow every child to thrive. Our goal is to create a joyful learning environment where children feel safe, valued, and excited to learn each day.



PHILOSOPHY

*"Children are a gift from the LORD;
they are a reward from Him."*

Psalm 127:3

We believe every child is a precious gift from God and deserves a strong foundation upon which to build a lifetime of learning. We provide a nurturing, Christ-centered environment that actively engages children in meaningful learning experiences.

We believe education should develop the whole child—spiritually, intellectually, emotionally, socially, creatively, and physically. Because young children learn best through discovery, exploration, and hands-on experiences, our classrooms are filled with opportunities for children to investigate, create, problem solve, and grow according to their unique gifts and abilities. This philosophy guides every aspect of our program and supports our commitment to fostering curiosity, confidence, kindness, and a lifelong love of learning.



PROGRAM GOALS AND OBJECTIVES

Our program is designed to help children:

- ♥ Develop a love for Jesus
- ♥ Learn to be kind and respectful
- ♥ Build a positive self-image
- ♥ Develop broad interests and enthusiasm for learning
- ♥ Become confident problem-solvers
- ♥ Strengthen language and communication skills
- ♥ Develop gross and fine motor skills
- ♥ Express creativity and imagination
- ♥ Grow into increasingly independent learners
- ♥ Develop a strong sense of social responsibility
- ♥ Become conscientious and caring citizens of the world

Through positive relationships, responsive teaching, engaging conversations, meaningful exploration, and hands-on learning experiences, we strive to help every child reach their full potential while developing a love for learning that lasts a lifetime.

We would be delighted to meet your family and show you our program.

Families are welcome to visit **Monday through Thursday** between **9:00 a.m. and 12:00 p.m.** to observe our classrooms and learn more about what makes Flagstaff Christian Preschool special.



For additional information, please visit our website:
www.flagstaffchristianpreschool.org

Sincerely,

Karen Smith

Director
Flagstaff Christian Preschool





FLAGSTAFF CHRISTIAN PRESCHOOL

1400 W Forest Meadow, Flagstaff, AZ 86001



2026-2027 PARENT HANDBOOK



STAFF TO CHILD RATIO

FCP maintains a staff to child ratio of **8:1** during small group times and **13:1** during group activity times.



EMERGENCY PROCEDURES

See attached **Relocation Notice**. Parents must remember to keep their contact phone numbers up-to-date. In the event of an emergency situation, 911 will be called and parents will be contacted. If a minor accident occurs, first aid will be applied and a note will be sent home.

A fire drill will be conducted once a month, as required by the state. Each staff member will walk the children to the designated area and wait instruction from the director/fire department. Staff will use the daily attendance sheet to account for all children. In case of an actual emergency, parents will be notified as soon as possible.



PESTICIDES

Pesticides are not currently used at this facility. However, if the need should arise, parents will be notified at least 48 hours in advance.



INSURANCE

Flagstaff Christian Preschool, in accordance with the Arizona Department of Health Services guidelines, carries liability insurance.



FIELD TRIPS AND TRANSPORTATION

Field trips are available as a part of Flagstaff Gymnastics Summer Camp only. Permission slips for the field trips must be signed in order for your child to attend. Transportation for field trips out of walking distance will be provided by the Flagstaff Unified District School Transportation Department. All school rules apply during field trips.



CONFIDENTIALITY POLICY

All information regarding minor children will be kept strictly confidential between Flagstaff Christian Preschool and the child's parents. Both parents will be kept informed about their child unless there is a court order on file stating otherwise.



STATEMENT OF REGULATION

Flagstaff Christian Preschool is regulated by the Arizona Department of Health Services, CDC # 17221. As such all instructors have federal criminal background checks and fingerprint clearance cards.

Licensing information can be found on the Parent Information Board. The Arizona Department of Health Services inspection reports are also available, upon request.



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2026-2027 PARENT HANDBOOK



SCHOOL CALENDAR

Flagstaff Christian Preschool generally follows the Flagstaff Unified School District calendar for major holidays, school breaks, and weather-related closures.

In the event of severe weather or other emergencies, families will be notified through Brightwheel, email, text message, and social media as appropriate.



When winter weather conditions require a delayed opening or closure, every effort will be made to notify families by 6:00 a.m.

A current school calendar will be distributed annually and posted through Brightwheel.



DRESS CODE

Children learn through active play, exploration, movement, and hands-on experiences. Please dress your child in comfortable clothing that allows them to participate fully in all classroom, playground, and gymnastics activities.

For safety and comfort:

- Closed-toe shoes are required daily.
- Girls should wear shorts under skirts and dresses.
- Clothing should be appropriate for running, climbing, painting, and outdoor play.
- During winter months, children should bring warm coats, hats, gloves, and weather-appropriate footwear.
- Please label all jackets, backpacks, lunch boxes, water bottles, and personal belongings.



Every child should have a complete change of clothing in their backpack each day, including underwear and socks.



WEATHER AND OUTDOOR PLAY

Outdoor play is an important part of every child's development and learning experience. Children will typically play outside daily unless weather conditions create a safety concern.

Teachers will monitor temperature, weather conditions, air quality, playground conditions, and other environmental factors when determining whether outdoor activities are appropriate.

When outdoor play is not possible, children will participate in indoor large-motor activities designed to support healthy physical development.



ITEMS FROM HOME

To help prevent lost or damaged belongings and reduce classroom distractions, toys should remain at home unless specifically requested by a teacher.

Full-day students should bring:

- A small blanket for rest time
- A small pillow (optional)
- A labeled backpack
- A complete change of clothing



All rest-time items should fit inside the child's backpack and be taken home each Friday for laundering.



SHOW AND TELL

Show and Tell is held on Fridays and provides children with opportunities to build confidence, language, and communication skills.

During Show and Tell, children learn to:

- Speak in front of a group
- Describe objects and experiences
- Use complete sentences
- Expand vocabulary
- Practice listening and questioning skills
- Build confidence and self-expression



Teachers encourage children to share meaningful items, photographs, books, or special treasures from home that help them tell a story about themselves.



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2026-2027 PARENT HANDBOOK



PARENT-TEACHER CONFERENCES AND COMMUNICATION

Strong partnerships between home and school are essential to a child's success.

Communication may occur through:

- Brightwheel messages
- Email communication
- Daily reports
- Informal conversations
- Parent conferences
- Phone calls

Families are encouraged to contact the office if they have concerns or questions.



PARENT-TEACHER CONFERENCES

Formal parent-teacher conferences are scheduled twice each year.

Conferences provide opportunities to discuss:

- Social development
- Physical development
- Emotional development
- Classroom participation
- Academic growth
- Kindergarten readiness (when applicable)



Additional conferences may be scheduled at any time upon request by parents or teachers.



PARENT INVOLVEMENT

We believe parents are a child's first and most important teachers. Parents are welcome to visit the classroom and participate in preschool activities when invited.

We encourage involvement through classroom volunteering, special events, field trips, celebrations, guess presentations, and school-wide activities.

All visitors are required to sign in and sign out upon arrival and departure.

Volunteer opportunities may include:

- Classroom activities
- Field trips
- Holiday celebrations
- Special events
- Career Week
- Egg-stravaganza
- Family Fun Nights



Children love sharing their school experiences with family members, and we value the partnership between home and school.



MANDATED REPORTING OF CHILD ABUSE OR NEGLECT

The safety and well-being of children is our highest priority.

Under Arizona law (A.R.S. § 13-3620), all preschool staff members are **mandated reporters**.

Any reasonable suspicion of child abuse, neglect, abandonment, or exploitation must be reported to the appropriate authorities.

State law requires that reports be made immediately and confidentially. Preschool staff are legally obligated to comply with these reporting requirements and may not conduct their own investigations before making a report.



Our commitment is to provide a safe, nurturing, supportive environment where every child feels loved, respected, valued, and protected.



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ATTENDANCE AND HEALTH

For your child's comfort, well-being, and the health of others, please keep your child home when he or she is ill. Children must remain home until they have been fever-free, vomit-free, and diarrhea-free for at least **24 hours** without the use of medication.



If your child will be absent, please notify the school through Brightwheel no later than 9:00 a.m. If your child will arrive late or leave early due to an appointment or family obligation, please notify your child's teacher through Brightwheel in advance.



To help maintain a healthy learning environment, children exhibiting symptoms of illness may be separated from the group and parents will be contacted for immediate pick-up if necessary.



Flagstaff Christian Preschool does not administer medication except as permitted by Arizona child care regulations and documented authorization procedures.



Please note that tuition is reserved for your child's enrollment space and is not reduced or refunded due to absences, vacations, holidays, weather closures, or illness.



DAILY ROUTINES

A consistent daily routine provides children with security, confidence, and opportunities for meaningful learning throughout the day. Daily schedules are posted in each classroom and may be adjusted as needed to accommodate special events, projects, weather conditions, or the interests of the children.

Each day includes:

- Circle Time
- Bible & Character Education
- Literacy & Language Development
- Math & Science Exploration
- Art & Creative Expression
- Music & Movement
- Outdoor Play
- Gross Motor Development
- Learning Centers
- Rest Time (Full-Day Students)



DISCIPLINE PHILOSOPHY

Flagstaff Christian Preschool utilizes positive guidance techniques designed to teach, encourage, and support appropriate behavior.

When challenges arise, staff members will:

1. Remind children of classroom expectations.
2. Redirect children toward appropriate choices.
3. Help children practice problem-solving skills.
4. Support children in resolving conflicts respectfully.
5. Provide opportunities to regain self-control when needed.

Threats may be briefly separated from an activity to calm their bodies and emotions while remaining under staff supervision. Our focus is always on teaching appropriate behavior rather than punishment. Positive guidance practices are consistent with Arizona Department of Health Services regulations regarding child guidance and discipline.



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DROP-OFF & PICK-UP PROCEDURES

Morning drop-off begins at 8:45 a.m.

Half-Day Program:

8:45 a.m. – 12:00 p.m.

Full-Day Program:

8:45 a.m. – 3:00 p.m.

Extended Care Options:

Morning Care:

6:45 a.m. – 8:45 a.m.

Aftercare:

Until 6:00 p.m. Monday–Thursday

Until 5:30 p.m. Friday

An adult must accompany each child into the building and complete the Brightwheel check-in process. Children may only be released to individuals authorized by the parent or guardian.

- Authorized adults may be required to present photo identification.
- Parents are responsible for maintaining current emergency contacts and authorized pick-up information.
- Any changes to pick-up arrangements should be communicated through Brightwheel or directly to the office.
- Staff members may verify identification before releasing a child.



LUNCHES AND SNACKS

Half-Day Students:

Please bring one nutritious morning snack each day.

Full-Day Students:

Please bring two nutritious snacks and a healthy lunch each day.

All food should be packed in a labeled, insulated lunch container with ice packs as needed. Refrigerators and microwaves are not available for student use.

Please avoid sending



Candy



Soda



Energy
Drinks



Foods that create
safety concerns

We encourage families to provide balanced meals that include:



Fruits &
Vegetables



Whole
Grains



Protein-Rich
Foods



Healthy
Dairy



Water for
Hydration

Healthy eating habits support children's growth, learning, and development.



IMPORTANT REMINDER

Please keep Brightwheel messages updated and check your email regularly for school communications and updates.



PARENT-TEACHER CONFERENCES AND COMMUNICATION

Strong partnerships between home and school are essential. Conferences are scheduled twice each year to discuss your child's progress and development.



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