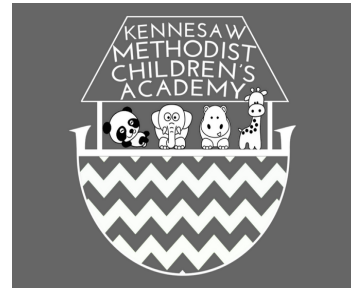


WELCOME!



... to Kennesaw Methodist Children's Academy

We are so glad you have chosen to consider KMCA for your child. We are pleased to offer a Christ-centered preschool experience to the children of our community. Our goal is to provide a developmentally appropriate, hands-on program that fosters learning while instilling the values of biblical teaching and Christ-like foundations.

Our Heavenly Father and His son Jesus Christ is the cornerstone of our program. All 2K, 3K, and 4K students participate in monthly chapel, all students hear bible stories and participate in scripture memorization. All students are taught blessings for snack time and lunch. Our classrooms reflect an academic, Christian program.

Several informational pages concerning important school policies, programs, and fees are enclosed. Several forms must be completed and returned to enroll your child. A child is not considered enrolled until a complete registration packet is submitted with payment, in full, of the registration fee.

After carefully reading the entire registration packet, please complete the following forms and return them to the school office as quickly as possible.

1. **Registration Form (front & back**)**
2. **Medical Emergency Form**
3. **Financial Agreement Form****
4. **Potty Training Agreement Form (All 3K & 4K students)**
5. **Carpool/Dismissal Form**
6. **Consent Form**
7. **Covid-19 Policies and Procedures****
8. **Student Questionnaire**

Return only the forms above. Keep all the other informational pages for your records. **Items in RED must be completed for students who enrolled in Fall 2020; all other forms can be taken from the Fall 2020 registration.***

There are a limited number of spaces available in each class – the sooner you return your completed forms and registration money, the better the chance of securing placement for your child in the class you prefer. A Georgia Certificate of Immunization or Exemption form must be submitted by February 1 in order for a student to remain enrolled at KMCA. If you have questions or need assistance please give us a call at [770-425-9277](tel:770-425-9277) or e-mail academy@kennesawumc.org. We are happy to help you in any way we can!

We look forward to getting to know you and your child!

TODDLER CLASS

2 day class+ M/W 9:00 am - 12:00 pm*
12-23 months by 9/1/20
\$955 semester tuition
\$191 in 5 equal, consecutive payments, Dec- April

3K CLASSES

3 day class+ Tu/W/Th 9:00 am - 1:00 pm
Must be 3 by 9/1/20
\$1160 semester tuition
\$232 in 5 equal, consecutive payments, Dec- April

4 day class+ M-Th 9:00 am - 1:00 pm
Must be 3 by 9/1/20
\$1265 semester tuition
\$253 in 5 equal, consecutive payments, Dec- April

5 day class+ M-F 9:00 am - 1:00 pm
Must be 3 by 9/1/20
\$1340 semester tuition
\$268 in 5 equal, consecutive payments, Dec- April

2K CLASSES

2 day class+ M/W 9:00 am - 12:00 pm*
Must be 2 by 9/1/20
\$960 semester tuition
\$192 in 5 equal, consecutive payments, Dec- April

3 day class + M/W/F 9:00 am - 1:00 pm
Must be 2 by 9/1/20
\$1130 semester tuition
\$226 in 5 equal, consecutive payments, Dec- April

4K CLASSES

4 day class+ M-Th 9:00 am - 1:00 pm
Must be 4 by 9/1/20
\$1325 semester tuition
\$265 in 5 equal, consecutive payments, Dec- April

5 day class+ M-F 9:00 am - 1:00 pm
Must be 4 by 9/1/20
\$1420 semester tuition
\$284 in 5 equal, consecutive payments, Dec- April

***Little Bunch** is offered to all toddler and 2-year classes for those students who will be staying for Noah's Neighborhood or who have older siblings in classes that meet until 1:00 p.m. The cost of Little Bunch is \$8.00 per session.

Noah's Neighborhood is offered after school from 1:10 pm to 5:15 pm for all enrolled students as well as children from the community. Morning care is offered as well by reservation. For specific information on Noah's Neighborhood please contact the Noah's Neighborhood ministry at 770-428-1543, ext. 109 or academy@kennesawumc.org

+KMCA reserves the right to combine age level classes, within a 12 month range, in order to open a class for this term only.

Fees for Spring Semester 2021 are as follows:

Registration Fee: yearly fee of \$100 per family due at time of registration.

***This fee is non-refundable, and non-transferable.**

Tuition: Yearly tuition is listed above by age and class. Tuition may be paid, in full, by Jan 1, 2021 to receive a 5% tuition discount or may be paid in 5 equal, consecutive installments paid Dec 2020- April 2021.



KENNESAW METHODIST CHILDREN'S ACADEMY

2020-2021

REGISTRATION FORM

1801 Ben King Road
Kennesaw, GA 30144

770-425-9277

www.kennesawumc.org/preschool

CLASS/AGE

STUDENT INFORMATION

Please indicate what class you are registering for:

*Must be age by September 1st

- Toddler (12-23 mos.) (M/W)
- 2-year 2 day (M/W)
- 2-year 3 day (M/W/F)
- 3-year 3 day (T/W/Th)
- 3-year 4 day (M-Th)
- 3-year 5 day (M-F)
- 4-year 4 day (M-Th)
- 4-year 5 day (M-F)

CHILD NAME: _____
 NAME CALLED BY: _____ D.O.B _____
 GENDER: _____ HOME PHONE: _____
 CHILD RESIDES WITH: Both Parents Mother Father Other _____

PARENT NAME: _____ OCCUPATION: _____
 ADDRESS: _____
 CELL PHONE # _____ WORK # _____
 E-MAIL: _____
 Check here to opt out of mass text and email communication.

PARENT NAME: _____ OCCUPATION: _____
 ADDRESS: (If different from above) _____
 CELL PHONE# _____ WORK# _____
 E-MAIL: _____
 Check here to opt out of mass text and email communication.

Language most often spoken at home: _____

SIBLING INFORMATION:

Name: _____ Age: _____
 School: _____ Lives with child? Yes No

Name: _____ Age: _____
 School: _____ Lives with child? Yes No

Name: _____ Age: _____
 School: _____ Lives with child? Yes No

	Date	Amount	Check/Cash	Staff Sign
Registration Fee				
1st Installment				
Entire Amount				

Office Use Only

Received Date _____

Staff Initials _____

Current Student

Sibling Enrolled

New Student

KUMC Member

It is our aim to help your child feel as comfortable as possible in their new classroom. Creating class lists is a very difficult task requiring much prayer, consideration, thought, and staff dedication. In developing class lists, we must look at male/female ratios, student personalities, teacher personalities, teacher recommendations, student/teacher ratios, class size, ages of students, special needs, and many other factors. We make class list assignments with discretion and must make choices that we feel will offer the greatest benefit to your child, all their classmates, and the teachers. It can be very difficult at times to understand and trust the class coordinating process, but with all the factors involved, it is impossible for us to accept any teacher or classmate request. This age is a wonderful time for learning to make new friends, trusting parents and other adults, and adjusting to new environments. With your support, your child will have a very successful adjustment to his/her new class. Thank you for your support and understanding. If your child has special needs we are unaware of, please drop a note to the school office informing us of your child's situation so we can make sure consideration is given to all factors concerning your child and their class placement.

It is the policy of Kennesaw Methodist Children's Academy to accept applicants of all races and backgrounds. We do however reserve the right to refuse applicants if we feel we cannot meet the facility, educational, behavioral, physical, environmental, or classroom needs of a specific applicant. Decisions concerning the acceptance or refusal of any applicant are made by the governing preschool board, pastoral staff, and director with the best interest of the applicant and the school in mind. The school reserves the right to make changes in the student/teacher classroom ratio when it is deemed that it is absolutely necessary to the classroom environment or the best interest of a student, teacher, or the school. *KMCA reserves the right to combine similarly aged classes within a 12 month range in order to accommodate a class opening. Parents will be notified if this occurs.*

Kennesaw Methodist Children's Academy is a certified school of excellence through the North Georgia Preschool Association. We are not a state childcare licensed program. We are an exempt program which the state does not require to be licensed.

Application is hereby being made for the admission of my child to the Kennesaw Methodist Children's Academy. I have read the registration application and the school policies enclosed in the registration packet. I agree to abide by the school policies set forth for the Spring 2021 school year term and agree to the following:

- I have completed the financial agreement with my signature agreeing to all the terms stated within as a legal and binding contract.
- I will provide the school with current Georgia Immunization forms or waivers by 1/15/21.
- I understand that teacher requests are not permitted and that class assignments are made in the best interest of the students and that class assignments may not be available until 1/6/21.
- For 3K and 4K applicants: I have read the school policy on potty training and accept these terms and have so agreed with my signature on the agreement form.
- I have read the school policy on withdrawal from the program as stated in the financial agreement and I agree to the terms stated with my signature on the financial agreement form. I further agree and understand that the financial form is a legal, binding contract and agree to fulfill the terms set forth.
- I have read the terms concerning the registration fee as a non-negotiable, non-refundable, non-transferable fee and have agreed to the terms as indicated by my signature on the financial agreement form.

Parent or Guardian Signature

Date

How did you hear about our school? _____

Kennesaw Methodist Children's Academy
1801 Ben King Road
Kennesaw, Georgia 30144
770-425-9277

Child Name: _____ Age Level: _____

Parent Name: _____

New Student Current Student

- I hereby request enrollment for my child at Kennesaw Methodist Children's Academy for the Spring 2021 school session and agree to the following terms and policies set forth in this agreement:
- This agreement is a binding contract. If after registration the student withdraws for any reason the registration fee and curriculum fee is non-refundable, non-negotiable, and non-transferable. If yearly tuition is paid in full by December 15, 2021 a portion of the yearly tuition amount, excluding tuition covering enrollment period, is refundable with a prior 30 day written notification to the school and excluding an amount equal to one tuition installment following the thirty day written notification withdrawal date to assist the budget deficits left by the withdrawing student.
- I understand that notification of voluntary withdrawal must be in writing 30 days before withdrawal is made and submitted to the director. I understand that I am responsible for all tuition up through the 30 days of notification leading up to the day of withdrawal and an amount equal to one tuition installment following the 30 day written notification withdrawal date.
- I understand the registration fee is a single, yearly fee due at time of registration and is separate from all other fees. The registration fee is a non-refundable, non-negotiable, non-transferable fee.
- I understand that my child's yearly tuition amount must be paid in full by December 15, 2020 or paid in five equal, consecutive installments beginning December 15, 2020, continuing monthly on the 1st day of each month following, ending on April 1, 2021 until the total yearly tuition amount is paid in full.
- The installment plan requires an installment payment paid beginning December 15 and continuing monthly, on the first of each month, paid January 2021 through April 2021 unless noted below on the financial agreement form and signed by the school administrator. Installment payments made after the 10th of the month will incur a late fee equal to \$10.00. Any payment returned from my bank will incur a \$30.00 processing charge and must be paid for in cash to maintain student enrollment.
- Installment payments must be paid on the 1st of each month regardless of invoicing or billing. Accounts that are 30 days past due cause the student enrollment to be subject to suspension until the account is made current. Accounts that are 60 days past due will be dropped from enrollment and the school will seek to fill the position on the 61st day. Students dropped from enrollment due to past due accounts will be held responsible for all late tuition, late fees, bank fees, if any, and any collections or legal fees.
- All students should be picked up at the time designated by the school. Any students not picked up by the ending of carpool will be placed in Noah's Neighborhood after school program with all Noah's Neighborhood daily fees applying. Parents are responsible for Noah's Neighborhood fees at the time they pick up their child. Any noon dismissal students will be placed in the Little Bunch program with all fees applying. Any student not picked up at the designated time on a day that there is no Noah's Neighborhood program will be charged a \$5.00 late fee for every minute the parent is late. Any student not picked up after one hour on a non-Noah's Neighborhood day will be turned over to DFCS.
- Early release days occur when Cobb County School System releases early or for special school events. All students must be picked up at the early release time designated by the school. All dismissal policies stated above will be in effect during early release days.

<p>SINGLE PAYMENT PLAN</p> <p>I have paid my single, yearly registration fee in the amount of \$100.00 on this date _____.</p> <p>I will pay my yearly tuition in a single payment of _____ by December 15, 2020.</p>
--

<p>INSTALLMENT PLAN</p> <p>I have paid my single, yearly registration fee in the amount of \$100.00 on this date _____.</p> <p>I will pay my yearly tuition in ten equal, consecutive installments paid December 15, 2020, continuing monthly on the 1st of each month through April 1, 2021 by in the amount of _____ until the yearly total of _____ is paid in full.</p>
--

I have read and agree to the financial agreement for the Spring 2021 school term and understand that this is a legal and binding contract between Kennesaw Methodist Children's Academy and myself. I understand and agree to my responsibilities as set forth in this agreement with my signature below.

Signature >> _____

Date>> _____

EMERGENCY CONTACTS

In the event of sickness or emergency where the parents/guardians cannot be reached, please list other adults who may be contacted and/or care for your child.

Name: _____

Phone: _____

Relationship to child: _____

Name: _____

Phone: _____

Relationship to child: _____

Name: _____

Phone: _____

Relationship to child: _____

In the event of an emergency where it is deemed necessary that immediate medical attention be received, I give permission for my child _____ to be transported to _____ hospital/medical facility. I agree that Kennesaw Methodist Children's Academy/ Kennesaw United Methodist Church and/or any staff or employee shall be free and harmless of any claims, demands, or suits arising from the giving of consents for medical treatment of my child/ward given by licensed medical providers and/or transportation of my child during such an emergency whether given by the school or staff, employees or emergency medical vehicles/technicians.

Parent/Guardian Signature and Date

STUDENT INFORMATION

Child Name: _____ D.O.B _____

Address: _____

Parent Name: _____

Address(If different from above): _____

Parent phone: _____ work #: _____

Work address: _____

Parent Name: _____

Address(If different from above): _____

Parent phone: _____ work #: _____

Work address: _____

INSURANCE INFORMATION

Insurance company: _____

Address: _____

Policy Holder Name: _____

Company Name: _____

Company Address: _____

Policy #: _____ Group #: _____

Please list below any and all allergies with reaction details or medical conditions your child has:

(seasonal, food, medication or bug bite allergies, asthma, diabetes, etc..)

Please list any medications your child is on for allergy or other medical conditions that are noted above: _____

**If your child requires medication(s) be kept at school, a medication release form and an allergy alert plan must be completed and signed by your child's physician and on file in the school office.*

Potty Training Policy Agreement

(3K and 4K students)

Kennesaw Methodist Children's Academy has maintained the policy that all 3K and 4K students enrolled in the program must be fully potty trained by the first of the designated school year.

Fully potty trained includes the following:

1. Ability to recognize need to go to the restroom
2. Ability to convey to teacher or adult that they need to go to the restroom
3. Ability to undress as needed to use the restroom facilities successfully
4. Ability to clean self properly after restroom use
5. Ability to redress when the restroom facilities have been used (We are more than happy to assist with overalls, complicated snaps and buttons, and stubborn zippers!)
6. Ability to wash and dry hands after restroom use

A student is not considered fully potty trained if she/he is wearing a pull-up. No 3K or 4K student may begin the school year wearing pull-ups.

*Currently enrolled 3K students who are not potty trained by the onset of the school year may choose to enroll in the young 3 day 3's class while they are working on complete potty training provided there are openings available.

Students may not begin the year in diapers, but if they are having at least 90% success, but need to begin the school year in a pull-up, this young 3's class will accommodate that need temporarily. Parents will be called, as stated below, for bowel movement accidents, and required to come to school to change their child due to the personal nature required to assist a child who must be potty trained according to school policy guidelines.

***Staff do not enter restrooms or stalls with students except in a medical emergency. There is no exception.**

On the occasion that one of our students has an accident, the parent will be required to come to the school to change the student clothing and remove the soiled clothing. If a second accident occurs, the parent and director will need to assess the student's ability to remain in the program in accordance with the above defined fully potty trained guidelines.

At the onset of the school term, if your child is registered, but not fully potty trained according to the school guidelines listed above you will be asked to delay their entrance or they may enroll in the young 3 day 3's class, provided there are openings, if they are having 90% success, but still need a little more time. If you feel the young 3's is not a viable option or if there are no available spaces, you may maintain your child's position by continuing to pay the monthly tuition fees until your child has completed their potty training experience and they are ready to return to school.

I have read the above school potty training policy and I am aware of the requirements for my child, myself, as a parent/guardian, and the school for the Spring 2021 school term.
I agree to inform the school by 1/1/21 if this requirement cannot be met and understand that I will need to delay my child's entrance while maintaining their position through continued monthly tuition installments, enroll them in the young 3's class if space is available, or be on a waiting list until my child is fully potty trained in accordance with the above stated guidelines.
I understand that if my child demonstrates difficulties with potty training according to the above stated guidelines, I may be asked to temporarily withdraw my child or choose one of the above stated viable option until such time as successful potty training guidelines are achieved as set forth in this agreement.

Parent/Guardian Signature

Date

Kennesaw Methodist Children's Academy

Carpool/Dismissal Information
2020-2021

Child's Name: _____ Teacher: _____

Custodial Parent/Legal Guardian Name: _____

Phone Numbers: Home: _____ Parent 1 Parent 2
Cell: _____ Parent 1 Parent 2
Cell: _____ Parent 1 Parent 2
Work: _____ Parent 1 Parent 2
Work: _____ Parent 1 Parent 2

Each family is given two copies of their enrolled student's carpool tag. If you are carpooling daily (picking up) with a friend or neighbor, please share one of the carpool tags with them. Parents or others picking up your child should have your child's tag with that at carpool time except in an emergency.

Following school guidelines, we must have written permission for any change in your child's dismissal routine except in an emergency. In an emergency, every effort should be made to call the school office to notify the staff of any changes (note that any person picking up your child other than custodial parent or legal guardian must show a government issue photo I.D. to office personnel before any child may be released. In the event of an extreme emergency where you cannot send a note or notify the school by phone, the following people listed below will be allowed/called to pick up your child with proper identification).

*Please note that no child will be loaded into a vehicle without an age appropriate car restraint system pursuant to Georgia car seat/seatbelt laws. You may find these guidelines in your parent handbook.

1. Name: _____ Phone: _____
Relationship to child: _____
2. Name: _____ Phone: _____
Relationship to child: _____
3. Name: _____ Phone: _____
Relationship to child: _____

Custodial Parent or Legal Guardian

Date





Consent Form

KENNESAW METHODIST CHILDRENS ACADEMY



I grant/do not grant permission for my child's information or image to be used by KMCA in the below stated ways for classroom and school use. **Please initial each item below.**

Y N

- End-of-the-year Memory Book.
- Class activities for bulletin board or classroom display.
- Class picture (from a distance) of a school activity that might be submitted to a local newspaper to show the school.
- Individual child picture for a class picture to be sent home to parent or for classroom use only.
- Class created book for use within the current classroom year.
- Class activity that might be used on a school brochure, website, or social media for promotional purposes. (At no time will a child's partial or full name or any identifying information be attached or submitted to any material used in promotion.)
- Church prayer partners. (Only student first name and photo will be shared. Prayer partners will not have any direct contact with students.)
- Class directory, please check off information you wish to share:
 - Child's first & last name Parent(s) email address(es) Parent(s) name(s)
 - Parent(s) phone number(s) Home address

Please be advised that with the advent of social networking such as Facebook, Instagram, etc. third parties may post pictures of your child's image taken at an event where they and their child were present. These pictures are beyond the control of KMCA and should be addressed with the responsible party by you the parent or guardian.

Child's Name: _____ Teacher: _____

Parent Signature: _____ Date: _____

If a family member has been exposed to someone who has tested positive for Covid-19 but no one in the family is exhibiting any symptoms of Covid-19, the child or staff person is required to stay out of school and quarantine for 5 days. If no symptoms develop for anyone in the family, the child or staff person can return to the classroom. The remainder of the class will attend each day, without missing any days from school.

If a family member has been exposed to someone who has tested positive for Covid-19 and a family member has symptoms of the virus, the child or staff person will be required to remain home until there is a negative Covid test for the family member AND the child or staff person receives a doctor's clearance to return to school. The remainder of the class will attend as scheduled.

If a family member tests positive for Covid-19 and the child or staff person shows NO symptoms, the child will be required to stay out of school to quarantine for 14 days and KMCA will contact the Department of Health. If no other family members are showing symptoms, the child or staff person can return after quarantine, providing they remain asymptomatic. The remainder of the class will meet normally unless the Department of Health advises us otherwise.

If a family member tests positive for Covid-19 and the child or staff person is showing symptoms, the child or staff person will be required to stay out of school to quarantine for 14 days and KMCA will contact the Department of Health. The child or staff person must receive a negative Covid-19 test before returning to school. The remainder of the class will not attend school for three days for a deep cleaning of the classroom.

If a child or staff person exhibits symptoms with known exposure concerns, the child must receive a negative Covid test and/or a doctor's clearance to return to school. The remainder of the children in the classroom will attend as normal. KMCA will follow any additional regulations from the Department of Health.

If a child or staff person tests positive for Covid-19, the child or staff person will be required to stay out of school to quarantine for 14 days and the Department of Health will be notified. The children in the classroom will also be required to stay out of school to quarantine for 14 days and the remainder of the school will close for three days for a deep cleaning of the entire school. KMCA will follow any additional regulations from the Department of Health.

Required testing can be done via free public health testing sites or at cost to the family or staff person. *KMCA is not financially responsible for providing this service or logistically responsible for scheduling testing.* If a class is closed due to quarantine, KMCA will email lessons and, provided the teacher is healthy, provide virtual morning meeting via Zoom. No refunds will be provided.

Regarding children or staff who develop symptoms during the day:

If a child or staff member develops any symptoms of COVID-19, KMCA will send them and family members home as soon as possible. While waiting for a sick child to be picked up, staff should stay with the child in a room isolated from others. If the child has symptoms of COVID-19, the staff person should remain as far away as safely possible from the child (preferably, 6 feet) while maintaining visual supervision. A mask will be required for children age 3 and up and the staff person during this time.

False information related specifically to Covid-19, or any health issue that places children and staff in harm's way, will lead to immediate dismissal from the KMCA. No refund of monies paid will be provided.

Posted on school/church property: Per Georgia SB 359: 'Any person entering the premises waives all civil liability against this premises owner and operator for any injuries caused by the inherent risk associated with contracting COVID-19 at public gatherings, except for gross negligence, willful and wanton misconduct, reckless infliction of harm, or intentional infliction of harm, by the individual or entity of the premises.' 'Under Georgia law, there is no liability for an injury or death of an individual entering these premises if such injury or death results from the inherent risks of contracting COVID-19. You are assuming this risk by entering these premises.'

First and Last Name of Parent (printed)

Signature of Parent

First and Last Name of Student (printed)

Date

Kennesaw Methodist Children's Academy

Student Questionnaire

Please complete the following questionnaire and return to your child's teacher. This information will enable your child's new teachers to know your child more quickly and help in the transition to a new school year.

Student full name: _____

Name called by: _____ Nickname (if any): _____

Child's Birthday: _____ Current age: _____

Name of current neighborhood or complex: _____

Does your child have any siblings? *If yes, please complete the information below.*

Name: _____ Age: _____ School: _____

Name: _____ Age: _____ School: _____

Name: _____ Age: _____ School: _____

Please list family religious preference/denomination: _____

Name of current church or worship center: _____

Has your child attended a school program before? *If yes, please complete the information below.*

School name: _____ Dates Attended: _____

School name: _____ Dates Attended: _____

Has your child been away from you before (such as playgroups, athletics, Sunday school, vacation bible school, grandparents, Mother's Morning Out, etc...)?

Does your child have any special learning needs or are they currently receiving any special services?

If yes, please explain.

Does your child have any allergies? *If yes, please explain, including reaction type.*

Does your child have any fears of phobias we should be aware of? *If yes, please explain.*

Please complete the following concerning your enrolled student:

Favorite Food	Favorite Books	Favorite Toys	Favorite Things to Do After School



KMCA CALENDAR

GOOGLE ONLINE CALENDAR



If you would like to view KMCA's school calendar, please visit <https://tinyurl.com/kmcapublic>
You can also find a link on our website at www.kennesawumc.org/preschool



Students should bring their own backpacks to school each day!
Remember to write their name on the outside of the bag. Backpacks must
be big enough to fit a regular size folder.



Find us on
Facebook

KMCA has a private Facebook page exclusively for our parents!
Get reminders about all things KMCA and upcoming special events.
Search for KMCA parents and request to join the group!
We also have a public page, find and "like"
[facebook.com/kennesawmethodistchildrensacademy](https://www.facebook.com/kennesawmethodistchildrensacademy)

WOULD YOU LIKE TO VOLUNTEER AT KMCA?

currently in person volunteers are suspended



There are many ways parents can help in their child's classroom whether they have a flexible schedule or work full time during the day away from home. Below are some ways you can help.

- **Playdough Maker:** We like to have a fresh batch of playdough each month that coordinates with our monthly color. We have an easy recipe for you and your child to enjoy making the monthly class playdough together and would love to share it with you. Making playdough is easy and a fun, family project!
- **Mystery Reader:** Our children love to be read to. Reading aloud to children is a crucial step in helping children become independent readers! This becomes even more exciting when our family members secretly show up to read to us! If you are not intimidated by medium and large groups of precious little ones, and you love to read, please sign up with your child's teacher to be a mystery reader!
- **Party Volunteer:** We have several parties throughout the school year to celebrate special holidays. We need caregivers to help out with each party. Party volunteers provide a festive, sweet, fun snack, paper products, a craft approved through the class teacher, and either a fun, age appropriate, festive game or story. Please let your teacher know if this is an area you would like to help in.
- **Room Parent:** Help your child's teacher and your class families stay organized! Room parents help coordinate special classroom activities, parties, and coordinate classroom support for school wide special events. Room parents help class parents stay informed about classroom or school changes and work with the C.A.S.T. committee chair to make sure all our parents have the opportunity to volunteer and help as a class for special school events and teach appreciation events.
- **Cutting Parents:** Frequently throughout the school year our teachers need help cutting our items for special activities, projects, and center areas. If you have a little time to donate to your child's class in the evenings or on the weekends, this is an area we'd love to have your help with!
- **C.A.S.T:** Children's Academy support team- come be part of our parent committee and help us plan and implement special events. Help us plan for new events and changes that will help us grow. Join the C.A.S.T. today!
- **Other:** Every teacher has special projects and special areas that they may need help in other than the standard areas listed above. Your child's teacher will let you know about activities throughout the year. See your child's teacher for specific information in these areas.

Your child's teacher will have a master sign-up list for any parents who desire to help in the above areas in their child's classroom. Tea with Teacher is a great opportunity to ask questions concerning these volunteer areas and sign up to help our school. Please note that when volunteering for areas such as mystery reader or party volunteer, we request that caregivers make arrangements for younger siblings so that volunteers may focus on their child's class they are volunteering for and to limit disruptions as much as possible. Thank you for volunteering!