

Dear Parents,

Our Parent/Student Handbook thoroughly explains our philosophy, policies and procedures. It is important to read the handbook so as to better understand our school, and to prepare you and your child. You will be required to initial a statement on your application stating that you have read and understand the handbook.

You must complete, sign, notarize and return the application for enrollment on or before your child's first day. The enrollment fee of 100.00 and the curriculum fee of 100.00 must be paid at that time, too. We will also need to make a copy of your insurance card and your child's immunization records on or before the first day of school.

We open at 7:00 and our school day begins at 8:05. When you come in, please sign your child in at the front desk, hang your child's belongings on their hook and escort them into the classroom. School will end at 3:00 with care available until 6:00. When you pick up your child at the end of the day, please sign them out, collect all belongings, and check your child's daily file located at the front desk. The daily file contains the day's work and behavior chart. Each day you will be able to see the progress your child is making and how they are behaving.

Your child will need to bring a backpack that contains a crib sheet, blanket, and one sleeping friend (if they choose). We do have a naptime each day for 1 ½ hours. They will also need to have a change of clothes (shirt, pants, underwear, socks) appropriate for the season in their backpack as well. DO NOT keep medication, chapstick, sunblock, or lotion in backpacks. If needed, these items should be labeled with a name and left at the front desk for safety reasons. Thank you for your understanding.

You have the option of purchasing school lunch or bringing a lunch box. If you choose to purchase school lunches we will need to be aware by Friday morning of the week before your child starts. We have lunch delivered each day and we place orders with our lunch supplier the week before. If bringing a lunch box, it is VERY important that you include 1 serving of protein, 2 servings of fruit/vegetable, and 1 serving of whole grain. We will provide the milk for your child's lunch every day. You may include as many additional food items as you wish as long as these portions are met first. THE PORTIONS LISTED ARE A REQUIREMENT OF THE STATE. The school will provide a morning and afternoon snack to all children.

You will be provided with a list of supplies that your child will need for his/her lessons and activities. Supplies are kept in cubbies labeled with your child's name which they can access when needed. Please bring their supplies on or before the first day so they will be prepared. Name brands work better for glue, crayons, and markers, but do not feel obligated to purchase the name brands.

All of us at BCA look forward to meeting and getting to know you and your family. We thank you so much for entrusting us with the care of your child. It is our mission to provide a safe, loving, Christian environment where they will grow in their knowledge and in their faith. Thank you.

In His Service,

Miranda Hudson, Director
Bentonville Christian Academy