

**CALVARY HILL BAPTIST CHURCH  
PRESCHOOL**

*Licensed by the Commonwealth of Virginia  
serving children of any race,  
national or ethnic origin*

**PARENT HANDBOOK  
2009-2010**

# CALVARY HILL



**Monday – Friday 9:30-1:30  
Extended day until 4 p.m.**

**Director: Lola Hollenbeck**  
Telephone: 703-323-4711

## Welcome and Introduction

Welcome to Calvary Hill Baptist church Preschool. Thank you for entrusting us with the care of your child.

The information in this handbook is intended to help parents gain a better understanding of our policies and procedures. Our goal is to create a safe, happy learning environment for your child. We appreciate your cooperation. Do not hesitate to ask questions of the teachers, assistants or the director. Please let us know how we can help you.

CHBC is fully licensed by the Commonwealth of Virginia (not church exempt). Please refer to Appendix A for licensing information.

The Director and staff are affiliated with the following professional organizations:

Administrators of Early Childhood Christian Programs (AECCP)

National Association for the Education of Young Children (NAEYC)

Northern Virginia Association for the Education of Young Children (NVAEYC)

Southern Early Childhood Association (SECA)

## Program Goals

The daily program is planned to promote development in all areas of growth – we are concerned with the whole child.

The Wee Learn Christian curriculum is used and is available for parents to view. The curriculum guide is developed around themes which provide opportunities for the child to learn about God, Jesus, the Bible, self, family, others and the natural world. These experiences encourage physical, mental, social, emotional and spiritual development. This guide also provides activities in each unit to help the child develop language, pre-reading, prewriting and other foundational skills appropriate to his or her stage of development.

Young children learn best through play in a carefully planned, enriched environment, guided by loving teachers and staff. Your child's experiences may include: block play, sand and water play, dramatic play, puppets, cooking and tasting foods, using large and small manipulatives, music and movement, exploring the use of various materials for creative expression, and circle time (listening and talking). The activities provided are tangible and relevant to the lives of young children. Monthly themes center around the seasons, changes in nature, holidays, as well as topics to help the child learn about himself and his world.

The preschool experience is meant to encourage personal self-care, self-confidence, self-control, problem solving and the acceptance of responsibility to God and others.

## School Calendar

Classes begin September 14<sup>th</sup> and end May 28<sup>th</sup>. Calvary Hill Baptist Preschool follows the Fairfax County Public School calendar with a few exceptions. Please notice the school calendar in the front of this handbook and refer to it throughout the school year for holidays and times when school is closed.

## Classes

Children must be 2 ½ years of age by the first day of attendance. Potty training is not a requirement for this class. Children in the 3 year olds classes and up must be potty trained. (EXCEPTION: for extended day preschool and Summer Day Camp, all children must be potty trained.)

Children are placed in classes according to their birth date and are all within 6 months of each other. Each class has a lead teacher and a teacher assistant. The ratio of adults to children is as follows:

<u>Age Group</u>	<u>Staff-Child Ratio</u>
Two and a half to young three	2:10
Older three to five years old	2:12

The Director is available at all times for support and assistance, as needed, in the classrooms.

**This is not a co-op program, however parents are encouraged to volunteer and share their talents with the class.**

## Daily Schedule

The daily schedule for each class is posted in the classroom for parents to view. Circle time (when a book is read), art exploration, block play, dramatic play, music and movement, and outdoor play are part of the daily school day. Each classroom also has a bulletin board outside the classroom door for communication with parents. Your teacher will also send home a monthly newsletter to let you know what your child is learning in school.

Wednesdays and Thursdays we start our day with Chapel. This is a short time (20 minutes) in the chapel with the pastor for a Bible story, songs and a brief prayer. The children become aware of our loving God and His Son, Jesus and of His love for them.

**Note: If you are late bringing your child on Chapel days, the door is locked and you must wait with your child until we return to the classrooms (usually by 10:25).**

## Volunteers

Those parents wishing to volunteer on a regular basis must have a current PPD TB test and be in good health, free from communicable diseases before they work with the children. The teachers welcome parent volunteers.

## Extended Preschool – Afternoons

After the morning students have left, the extended session begins. The program includes opportunities for storytime, self-directed art activity, centers play and playground time. It is a mixed age group. **Children must be potty trained to stay for the extended day.** Please note

that regular attendance in extended day requires full commitment, including the 30 days notice of withdrawal to receive a refund of the May pre-paid tuition.

Students have a snack time and a rest time on mats while watching appropriate videos (e.g. Magic Schoolbus, Sesame Street, etc.). Children who stay until 4 p.m. bring a separate afternoon snack and drink in a labeled bag to be placed on the foyer tray for refrigeration. Also, children are asked to bring a knapsack (small pillow, crib size sheet and small blanket or a twin blanket that may be folded and used as a 'sleepsack' in a bag clearly labeled with the child's name). Napsacks should be taken home each weekend to launder.

## Enrollment Procedures

1. Application/Registration form and registration fee received reserves the student's place in class.
2. Student Profile and Virginia Health form completed and submitted to the Director before the first day of school.
3. Original Birth Certificate or Passport must be presented to school official prior to the first day of school.

Registration for the following school year is held during the first two weeks in February for those families with children currently enrolled in the program. At that time, Registration forms are turned in to the Director accompanied by the non-refundable Registration Fee. Registration is opened to the community after the initial two week period. When capacity enrollment is reached, a waiting list is formed.

## Withdrawals

### Withdrawal by Parent/Guardian

If you need to withdraw your child from the program, you must notify the Director at least 30 days in advance of your child's last day, in writing. The pre-paid tuition (May) will be refunded when the required notice is given. However, if a child is withdrawn March 1<sup>st</sup>, or thereafter, the pre-paid tuition is refunded **only if the space is filled by another student.**

If a child is withdrawn within the school year and readmitted within the same school year, another Registration Fee is due with the Application/Registration form for re-admittance.

## Dismissal by the Preschool

All enrollments are considered conditional. The Preschool may terminate the enrollment of a child under the following conditions:

1. Serious illness of the child.
2. Failure of the parent/guardian to honor the obligations listed in this handbook.
3. Delinquency in payment of fees.
4. The Preschool is unable to meet the needs of the child.
5. Inability of the child or parent/guardian to adjust to the school program, as decided by the Preschool Committee.
6. Aggressive behavior.

Reasons for dismissal will be provided in writing to the parent/guardian. One week's notice is required (exception: aggressive behavior or where a situation is determined to jeopardize the safety of children, staff or parents). Terminations are reviewed and must be approved by the Preschool Committee.

## Arrivals/Departures

Transportation is the sole responsibility of the parent or guardian. No transportation is provided by the Preschool. Parents are responsible for their own carpool arrangements. Please be extra careful when entering/leaving the parking area. **Do not leave other children unattended in cars or on the premises when you are accompanying your child to and from the classroom.**

Please bring your child to school on time. It is stressful for some children to be expected to enter the classroom when the class is already engaged in a project.

No child will be released to any person not listed on the Permission to Transport section of your Student Profile, without prior written notice. The custodial parent has the right to be admitted to the Preschool. Appropriate legal paperwork must be on file with the Preschool when the custodial parent requests that the child not be released to the other parent.

**An adult must accompany all children to and from the classroom. This is for the safety of the children.**

## Late Pick-up

Preschool ends at 1:30 p.m. Pick-up begins at 1:20 p.m. Late pick-ups are distressing to the child. A \$1.00 per minute, *per family*, late fee will be charged for picking up children later than 1:30 p.m. Collection of fees will not begin until 1:35 and will begin at \$5.00 at that time. Payment is made by check only and must be paid by the following school day.

Extended Preschool ends at 4:00 p.m. Pick-up begins at 3:50 p.m. The same rules stated above apply to the afternoon session. A \$1.00 per minute late is charged.

## Tuition/Fees

### Registration

Annual Registration Fee (non-refundable) - \$70.00 per child, (\$70.00 for sibling)

### Prepaid Tuition

Tuition for the last month of school (May) will be paid by May 5th of the previous year, or upon registration if enrolling after May 5<sup>th</sup>. **(Prepaid tuition is refundable with 30 days written notice for withdrawals from September to February)**

### Activity Fee - \$50.00 per child

This is an annual fee payable at the Parent/Teacher conference held in September. This fee is applied to the cost of items such as in-house field trips, tote bags, parent programs, etc.

Tuition	Sibling pays	
Monthly Tuition for: 9:30 a.m. – 1:30 p.m.	4 Hours	
2 Days/Week (Tuesday/Thursday)	\$175	\$170
3 Days/Week (Monday/Wednesday/Friday)	\$235	\$230
5 Days/Week	\$355	\$350
Monthly Tuition for: Extended Preschool 9:00 – 4:00	7 Hours	
2 Days/Week (Tuesday/Thursday)	\$260	\$255
3 Days/Week (Monday/Wednesday/Friday)	\$370	\$365
5 Days/Week	\$525	\$520
Drop-in care – Per early morning (9 a.m. 30 minutes)	\$ 5	
Per full afternoon	\$20	

This 'drop-in care' is meant for occasional use (example: parent has an appointment) and not for regular weekly use.

**Tuition is due whether or not the child is absent. Tuition will not be refunded for sickness, vacation, holidays or school cancellations.**

Monthly Preschool tuition is paid in nine equal payments. September tuition and Activity fee are due at the September Parent/Teacher Conference.

Beginning in October, tuition payments are **DUE BY THE FIFTH OF EACH MONTH** the child is enrolled, **whether or not the child is absent**. If tuition cannot be paid on time, you are responsible for making arrangements with the Director before payment is due. A tuition payment made after the due date is subject to a **\$15.00 late payment fee**. CHBC Preschool reserves the right to immediately terminate enrollment of a child due to delinquent tuition payment. The parent/guardian will be notified before enrollment is terminated.

## Health and Safety

### Students

As required by our state license, each child must have on file a Virginia physical certificate, signed by a physician proving adequate immunization and good health. This form is due before or on the first day of attendance.

Each child must have in their Student Profile authorization for Emergency Treatment signed by the parent or guardian. In case of illness or accident when a parent/guardian cannot be contacted by the school and if, in the judgment of the teacher or Director, the illness or accident requires a physician, the child's physician will be called and/or the child will be taken to Fairfax Hospital Emergency Room or ACCESS, 4315 Chain Bridge Road, at the parent's expense.

In cases where children are experiencing temporary health problems (i.e., broken limbs, stitches, etc.), or are in treatment for ongoing physical problems, a separate release signed by the physician and parent will be required.

**Do not bring your child to school with a deep bronchial cough, or a thick, cloudy nasal discharge. Do not bring a child who has a fever or has vomited within the past 24 hours, or one with diarrhea (for any reason).** If a child is well enough to come to school, a child is well enough to participate fully, including outdoor play, (no exceptions). The teacher will observe the child daily for symptoms of contagious diseases or illness. We reserve the right to question the health of a child.

CHBC-Preschool will not administer medication, except in emergency circumstances (example: Epipen) which require a physician's order and an Authorization to Administer Medication signed by the parent and physician. CHBC-Preschool reserves the right to refuse to administer nonprescription drugs and over-the-counter skin products of any kind, including aspirin, Tylenol, cough drops, sunscreen, bug repellent, etc. Parents wishing to use sunscreen or bug repellent should do so at home before arriving to school. Children may not bring medicine of any kind.

### **Staff**

Staff members are certified by a practicing physician to be free from contagious disease or any disability which would prevent them from caring for children. They are also required to have a current PPD TB test on file. Staff members maintain a current certification in First Aid and CPR.

### **Volunteers/Parental Involvement**

Regular volunteers are required to have a current PPD TB test and be in good health and free from communicable diseases before they work with the children.

We welcome parent participation. We try to keep our tuition low so we ask that parents volunteer when needed. This can be in the form of playground maintenance, reading to the children, childcare during meetings, library, or sharing personal talents.

Each class benefits from a Room Mother or a Parent Liaison who can support the teacher in planning special events. Tell your child's teacher if you would like to assist.

### **Communication**

A regular monthly newsletter is sent home to inform parents of upcoming events in the life of the preschool. From time to time, there may be other notices that come home as the need arises. Teachers also send home a class newsletter to tell you what has been going on in class.

There are two formal opportunities for Parent-Teacher Conferences; September and February. We encourage parents to request a time to speak with the teacher when you have questions or concerns. The parent, teacher or director may request a conference at any time. Please write your child's teacher a note to set up an appropriate time to talk about your concerns. It is unfair to the child and the teacher to try and have a conference outside the classroom door at the end of the school day. Please do not hesitate to call the Director if you have any questions.

### **Asbestos Notification**

See Appendix B: Asbestos Notification

## Child Abuse and Neglect

See Appendix C: Child Abuse and Neglect; Missing Child

## Emergency Preparedness Plans

CHBC-Preschool has emergency plans to ensure the safety of your child in the event of a natural disaster, chemical spill, fire or any other scenario that may require an evacuation or a shelter-in-place. These plans are available for viewing in the preschool office. Evacuation maps are posted near the door of each classroom. Virginia Licensing regulations require monthly fire drills as well as shelter-in-place drills. **Please make sure that your contact information is current throughout your child's time in our school.**

## General Information

### Snow Policy

Snow Emergency Plan: Please listen to your weather station or TV news when snow starts to fall or roads become icy. We follow the main **FAIRFAX COUNTY PUBLIC SCHOOL (FCPS) INCLEMENT WEATHER PROCEDURES**. Disregard FCPS Preschool notices. If FCPS is closed, the preschool is closed; if FCPS has a delayed opening, the preschool has the same delayed opening.

If FCPS closes one hour early, the Preschool closes one hour early with no extended preschool.

Snow Make-up policy: If *more than* three days are missed on a Monday/Wednesday/Friday, no more than three days will be added to the calendar. If *more than* two days are missed on Tuesday/Thursday, no more than two days will be added to the calendar. (These are the maximum number of days that will be added to our calendar.)

### Labels for Identification

Please label all clothing and personal belongings (especially coats, sweaters, hats, gloves). We reserve the right to label items. Please print your child's name in **bold** letters on his/her lunchbox (or food containers), the Preschool tote bag and knapsack contents for extended care.

### Lunch/Snack

Please send simple, nutritious, easy to eat food and a beverage for your child's lunch. Your child should be able to open containers without assistance. Please do not send glass containers or aluminum pop-top cans. A thermos with a built-in straw is preferred, especially for younger children. Your child should have her/his own spoons or straws if needed. Certain foods are considered dangerous for preschool children because of the high risk of choking, therefore please do not send the following foods in your child's lunch: nuts, raisins, popcorn, fun fruit, hard candy, large pieces of carrot, uncut hot dogs, whole grapes, or any food on a stick. Grapes and hot dogs may be sent if cut into small pieces. We are a peanut butter/nut related food-free environment, respecting those with serious allergies.

**DO NOT SEND PEANUT BUTTER/NUT RELATED FOODS.**

**\*\*Please note:** Student lunches are not refrigerated. You may want to use a frozen ice pack to keep the lunch cool.

## **Personal Items**

Please leave your child's toys at home or in your car. With teacher approval, books, audio tapes/CDs may be brought in for curriculum enrichment. Be sure these items are clearly labeled. We are not responsible for lost or damaged items. Pacifiers and bottles should not be brought to school.

**Toys that promote violent play may not be brought to school.** Toys should remain at home unless the teacher has organized a special event (teddy bear day, etc.). Toys brought from home create an unnecessary distraction and may be lost or broken.

## **Clothes**

Please dress your child for play-comfortable, washable clothes appropriate for the weather. We recommend clothing which helps children achieve maximum independence while toileting – overalls, suspenders, hard jeans buttons and zippers are frustrating for children. Shoes should be sturdy with non-skid soles appropriate for active play and climbing. Sneakers with Velcro closings are good. If your child wears snow boots to school, please bring a change of shoes.

**Please be aware that unless it is below 32 degrees and/or raining, the children play outside daily. Coats or jackets should be worn when appropriate.**

Every child should have a set of extra clothes, including underwear and socks in his/her bag daily. There may be occasions when the child needs to change a shirt wet from water play, painting, etc.

For children in diapers, please send diaper bag items daily (i.e., diapers, wipes, change of clothes). Please use cloth training pants for those in the toilet training stage. However, if a child does not have control of bowel movements, the child must continue wearing diapers to school.

## **Tote Bags**

Each child receives one CHBC tote bag. The tote bag should be used daily to carry the child's lunch and extra set of clothes. Please clearly label your child's bag for easy identification. If your child's bag becomes damaged or lost, a new bag may be purchased for \$6.50.

## **Discipline**

See Appendix D: Discipline and Procedures relating to Aggressive Behavior.

## **General Operating Policies**

### **I. Name and Location**

The name of this program is Calvary Hill Baptist Church Preschool (hereafter CHBC Preschool). It is located at 9301 Little River Turnpike, Fairfax, VA 22031

### **II. Organization**

The CHBC Preschool is organized and operated by the Calvary Hill Baptist Church, as a part of the church's total ministry. The operation of the program is subject to all church policies.

### **III. Purpose**

The purpose of the CHBC Preschool is to provide care and development of each enrolled child spiritually, intellectually, emotionally, physically, and socially. This is accomplished by providing experiences which are developmentally and age appropriate and which are consistent with the Christian principles of the Calvary Hill Baptist Church, based on the authority of Bible.

### **IV. Officers**

The CHBC Preschool is administered by the Preschool Committee and the director. The director is hired by the committee. The pastor and director serve as ex-officio members of the Preschool Committee. The committee consists of members of the church as well as representatives of the teachers and parents of the school.

### **V. Constituency**

The CHBC Preschool director will review and approve, or deny, all applicants for enrollment. No discrimination will be made because of sex, race, or creed. Children must be at least 2 ½ years of age and less than 5 years of age at the time of enrollment. Children with special needs will be considered on an individual case basis, admitted if the director believes the child can be adequately served.

### **Line of Authority**

In the absence of the director, the following individuals are in charge and will make any decisions that can not await the return of the director:

1. Mrs. Mary Ross (lead teacher)
2. Mrs. Teresa Hoffman (lead teacher)
3. Mrs. Susan Shepherd (lead teacher)

### **SUMMER DAY CAMP - 2010**

Enrollment begins in February, 2010.  
Children Ages 3 years to 6 years may attend.

Summer Camp enrollment is by the week (Monday – Friday).

The dates for summer day camp will be announced in February, 2010.

## **Appendix A: Licensing Information About Child Day Programs**

The Commonwealth of Virginia helps assure parents that child day programs that assume responsibility for the supervision, protection, and well-being of a child for any part of a 24-hour day are safe. Title 63.1, Chapter 10 of the code of Virginia gives the Department of Social Services authority to license these programs. While there are some legislative exemptions to licensure, licensed programs include child day centers, family day homes, child day center systems, and family day systems. The state may also voluntarily register family day homes not required to be licensed.

Standards for licensed child day centers address certain health precautions, adequate play space, a ratio of child per staff member, equipment, program and record keeping. Criminal records checks and specific qualifications for staff and most volunteers working directly with children are also required. Standards required the facility to meet applicable fire, health, and building codes.

Compliance with standards is determined by announced and unannounced visits to the program by licensing staff with the Department of Social Services. In addition, parents or other individuals may register a complaint about a program which will be investigated if it violates a standard.

If you would like additional information about the licensing of child day programs or would like to register a complaint, please contact the Regional Office of Social Services listed below.

Fairfax Licensing Office  
11320 Random Hills Road, Suite 200  
Fairfax, Virginia 22030  
(703)934-1505

*Appendix I of Minimum Standards for Licensed Child Day Care Centers (VR175-08-01) (7/93)*

## **Appendix B: Asbestos Notification**

In June 1994 an inspection was done to determine the presence of asbestos containing material (ACM) in the CHBC building. ACM was found in floor tiles and mastic, joint compound in drywall sections of the main floor and in thermal insulation materials in the boiler and air handler room of the basement floor. In September 1994 all ACM was removed from the thermal insulating material. The ACM in the floor tiles, mastic, and drywall compound were determined **not** to pose a health threat to persons using the building.

An Operations and Management (O & M) plan has been developed and semi-annual inspections are conducted. A log of these inspections is maintained. The report of the asbestos assessment study, the O & M plan, and the log of inspections are available for review in the CHBC office during normal office hours. The name of the individual trained to perform the surveillance can also be obtained from the church office should you have further questions.

## **Appendix C: Child Abuse and Neglect; Missing Child**

The Preschool director and teachers are mandated reporters. Any suspected incidence of child abuse or neglect shall be reported to the Child Protective Services of Fairfax County in accordance with § 63.1-248.3 of the Code of Virginia.

Staff will be made aware of the definition of an abused or neglected child and the signs of child abuse or neglect.

Criminal record checks and Child Protective Services checks are required for all staff members who work directly with the children. Volunteer parents who work occasionally with the children and who are never left alone to supervise the children do not required criminal record checks.

When a child is checked for illness or injury, two staff members will be present.

Doors to the bathrooms are open at all times when in use by children. Staff and adult visitors use the bathroom across the hall from the Director's Office or one of the bathrooms upstairs.

Written records will be kept of any complaint from a child or report of eye witness to abuse or neglect.

## **Missing Child**

If it has been definitely determined that a child in the care of CHBC Preschool is missing from the premises of Calvary Hill Baptist Church, the following procedure will be effected:

- The parent/guardian will be notified immediately.
- The Fairfax county Police Department will be notified and CHBC Preschool will follow all instructions/recommendations given.
- A written report will be made and the CHBC Preschool will inform the representative of the Virginia Department of Social Services within two working days of the incident.

## **Appendix D: Discipline and Procedures Relating to Aggressive Behavior**

Staff members of CHBC Preschool will treat all children with respect and acceptance regardless of race, religion, or culture. Children of both sexes will have equal opportunities to engage in all activities.

CHBC Preschool follows the guidelines provided by the National Association for the Education of Young Children in the Developmentally Appropriate Practice in Early Childhood Programs (NAEYC, 1986 revised 1997). Our goal is to facilitate the development of self-control in children. Some techniques used to achieve this goal are: to set clear, consistent, fair limits for classroom and playground behavior; redirect children to more acceptable behavior, guide the children to solve their own problems and resolve their own conflicts; model expected behavior; arrange classrooms in a way that promotes desirable behavior.

If separation is used as a discipline technique (the time out chair), it shall be brief and appropriate to the child's age and development level. If behavior is consistently aggressive or disruptive, the child may be taken to the director's office for a brief period so that the child may regain composure.

### **Aggressive Behavior**

It is recognized that incidents of aggressive behavior will occur in the child care setting. This negative behavior may be one way a toddler or older non-verbal child expresses negative feelings. These behaviors may include kicking, hitting or biting.

When a child deliberately hurts or bites another child or adult, the following steps will be taken:

1. The director will record the incident in the Preschool Incident Report File.  
A written Incident Report will be given to the parent. If the injury is serious or looks serious, the victim's parents will be notified immediately.
2. When the incident is reported to the parent/guardian of the victim, the name Of the aggressor will be kept confidential.
3. The teacher and/or director will talk to the parent of the aggressor, working With the parent to understand what might be causing the behavior.

4. The second time a child bites or displays aggressive behavior that results in the injury of another, the parents will receive a warning stating that the next time it occurs, they will be called to come and remove the child from class for the remainder of the day.
5. The third incidence of biting or displays of aggressive behavior resulting in the injury of another, he/she will be sent home immediately, whether it is the parent or an emergency contact who comes to remove the child. If the incidents are fairly close together, the child will be suspended for three (attendance) days at this time.
6. An incident beyond the third time results in automatic suspension for three (attendance) days. The suspension will be documented and a conference between the director, teacher and both parents/guardians will be necessary before the child may return to school.
7. If, after all reasonable measures have been taken and the problem persists, then it must be determined if the child's needs are being met. The effects of biting or any aggressive behavior on other children must be considered. If the situation is deemed harmful to the safety of the other children, the child must leave the program.

2009-2010 CALVARY HILL BAPTIST PRESCHOOL CALENDAR

September 2009	10, 11	Thurs & Fri	9:30-12:00 Open House - Meet the Teachers
	14	Monday	FIRST DAY OF SCHOOL
October	12	Monday	HOLIDAY - Columbus Day
	19, 20	Mon & Tues	School Pictures
	29, 30	Thurs & Fri	Costume Days, Fall Parade
November	2, 3	Mon & Tues	HOLIDAY - Fairfax County Schools - student holidays
	24	Tuesday	Thanksgiving Celebration
	25, 26, 27	Wed, Thurs, Fri	HOLIDAY - Thanksgiving holiday
December	18	Friday	10:30 Christmas Concert - school dismissed after concert
	21 thru Jan. 1st		HOLIDAY - Christmas/New Year
January 2010	4	Monday	First Day of School after Christmas break
	18	Monday	HOLIDAY - Martin Luther King Day
	29 & Feb. 1st	Fri & Mon	HOLIDAY - Fairfax County Schools - student holidays
February	8	Monday	In-House Registration begins for Fall 2010
	11, 12	Thurs & Fri	Valentine Card Exchange for Children
	15	Monday	HOLIDAY - Presidents Day
	22	Monday	Open Registration for Fall 2010 & Summer 2010 Day Camp
March	29 thru Apr. 2nd		HOLIDAY - Spring Break
April	12	Monday	HOLIDAY - Fairfax County Schools - teachers workday
May	28	Friday	10:30 Graduation concert (School ends immediately after)
			LAST DAY OF SCHOOL IS MAY 28

Make up days for inclement weather: Days 1,2 and 3 will not be made up.  
(Please refer to the General information section of the handbook for our snow policy.)