



PARENT HANDBOOK

2025-2026

@ASBURY CHURCH

1331 Hwy 42

Petal, MS 39465

Phone: 601-582-4686

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Mission of Asbury Playschool

Asbury Playschool believes that every child of God should have an opportunity to develop emotionally, intellectually, physically, socially, and spiritually to the fullest potential. The playschool is an outreach ministry of Asbury Church and is part of its total Christian education program. Through this program, we want every child to feel at home in God's world and their community. We accomplish these goals by:

- Fostering the child's heart by providing monthly opportunities for scripture memory
- Providing an environment for self-expression
- Developing positive self-concepts
- Modeling respect for self and others
- Encouraging healthy peer relationships in class and at play
- Teaching each child to care for personal needs
- Encouraging independent thinking and problem-solving skills
- Promoting creativity in art, music, and movement
- Teaching kindergarten readiness skills (in accordance with the state preschool & kindergarten frameworks)

Staff

Asbury Playschool offers quality caregiver/educators. We accomplish this standard by requiring the following:

- High School Diploma or GED (early childhood experience is desired.)
- Caregiver/educators 21 years and older
- Background checks as well as fingerprinting for Criminal History and Child abuse registry check
- Current certification in CPR/First Aid
- 15 hours of continuing education annually

Schedule of Operation

Tuesday – Wednesday – Thursday – 8:30am - 12:00pm

Starting date – Tuesday, August 12, 2025

Ending date – Thursday, May 21, 2026

Holiday Schedule – Follow Petal School District's Holiday and Break Schedule

Holiday Schedule will be given at Open House

Financial Information

Self-supporting ministry of Asbury Church

Tuition: \$175.00 a month

Tuition payments are due the 1st of every month. Online payments are encouraged, though not required. A late fee of \$15 will be assessed after the 7th of each month.

Registration Fee: \$75.00 (per family)

Due annually upon registration and is non-refundable. Payment may be made with check or in cash.

Supply fee: \$100.00 (per child)

Due upon registration and is non-refundable. Payment may be made with check or in cash.

Asbury bag fee: \$15.00

New student requirement due with application and is non-refundable. Payment may be made with check or in cash.

Entrance Requirement

- Application must be completed and returned with all above fees paid in full.
- Students must meet State age entrance requirements (age on or before 9/1).
- Immunization Compliance Form 121 (turn in BEFORE first day of school).
- Three- and four-year-old children must be fully self-sufficient in the bathroom.

Clothing

- Washable play clothes, socks and tennis shoes. No sandals or cowboy boots.
- Keep a set of clothes in child's bag at all times, seasonably appropriate.

Photography

Students will be photographed for a variety of reasons. Occasionally these photos will be used on social media. If you DO NOT want your child to appear on social media or any media to promote Asbury Playschool, **please let the director or student's teacher know.**

Transportation

- Transportation to and from the Playschool is the responsibility of the parent or guardian. The carpool line will begin unloading at 8:30am and pick-up begins at 12:00pm. Children cannot be dropped off before 8:30. Staff are not available before 8:30am.
- Pick-up begins at 12:00pm. A late fee of \$1.00 a minute is assessed beginning at 12:10.
- A child safety seat is required. The seat must meet Federal Motor Vehicle Safety Standards. **No child will be released if the required safety seat is not present.**
- Children are only released to adults listed on the registration form unless the staff is notified in writing by the parent of the child being released.

Snacks/Food

- Breakfast must be eaten before drop-off.
- Parents send a nutritious snack and drink every day. A list of approved snacks and drinks is given to each parent at Open House.
- Please send a snack in a snack box or lunch box.
- Per State requirements, we are allowed to have TWO parties each month. One of which may be a birthday celebration; however, if there are multiple children celebrating birthdays during the same

month, we ask parents to coordinate food to celebrate. The second party varies by curriculum and month.

Special Events

- Trunk or Treat - All family members are invited to participate in Trunk or Treat, either by sending candy or hosting a trunk. Details will go home in October.
- Christmas Program – Parents are encouraged to attend and support their child.
- Easter Egg Hunt – Parents are encouraged to assist in hiding eggs and attend
- Graduation – 4-year-olds only – parents are asked to attend.
- Additional information will be sent via students' folders before each event.
- **Due to limited space, inside classroom parties are limited to ONE parent/guardian. Each parent is asked to sign up to help with at least two parties (sign-up available at Open House).**

Health and Medical

- Fever of 100 and over, the student must stay home.
- Student must be fever free ***without aid*** of fever reducer for 24 hours.
- Pink eye: eyes must be totally clear and free of any matte.
- Vomiting, chills, earache, sore throat, upset stomach, undetermined rash or other symptoms of illness the student must be kept home until symptoms are gone.
- Report communicable diseases such as chicken pox, measles, the flu, COVID, etc., to the Playschool Director immediately.
- Head lice must be treated twice, and hair cleaned of all nits. Proof of treatment is required upon return. Repeat treatment as necessary.
- Minor cuts and scrapes will be cleaned and bandaged by the staff. Head injury will be treated with ice and the parents notified immediately.
- In the event of an accident, an accident report will be completed, and a copy given to the parent.
- An ambulance will be called in case of a major injury or a child becomes unresponsive.

Asbury Playschool or Asbury Church does not provide liability insurance coverage for accidents or injury to the students.

Discipline Guidance

- Corporal punishment in any form is not allowed at Asbury Playschool.
- Parents are notified when behaviors become serious or are detrimental to the classroom environment.
- A disciplinary plan will be discussed and agreed upon with staff and parents.
- Unresolved discipline issues are presented to Playschool Board for guidance.
- Discipline is used to help children learn self-control. Students will be praised for acceptable behavior and will be encouraged to stop and think about his/her unpleasant behavior enabling the child to redirect his actions. The staff will lovingly, but sternly, correct the children when necessary.

POTENTIAL TECHNOLOGICAL HAZARDS HAZARDOUS MATERIALS TRANSPORTATION

IMMEDIATE DANGERS: Highway 42 major transportation route between Hattiesburg and Southeastern Alabama.

Warning Procedures:

When an emergency occurs involving hazardous substances, Asbury Playschool, neighboring businesses and residents will be alerted by local or state officials such as Forrest County Sheriff Department, Petal Volunteer Fire Department, Petal Police Department or the Emergency Management District via phone, door-to-door notification, or vehicle PA systems. Directions will be given concerning an evacuation route depending upon weather and wind direction.

Evacuation Destination Locations**

Notification will be given to family members that in case of an accident, such as hazardous materials, transportation to a safe place will be given to the students using staff personal vehicles.

Primary: Petal Civic Center, 712 S. Main Street, Petal MS

Secondary: Petal United Methodist Church, 418 S. Main Street, Petal MS

Evacuation Route in case of hazardous material incident on Hwy 42

(Note: The route you take will depend on the location of the incident. When you are notified of the incident, authorities will tell you which direction to go.)

Route 1: Proceed east on Hwy 42 to Macedonia Road and turn left on Macedonia Road. Proceed to Old Richton Road and turn left. Continue on Old Richton Road until it comes to Hwy 42 in Petal. Turn right on Hwy 42 and proceed to South Main Street to the designated evacuation destination location.

Route 2: Proceed west on Hwy 42 to South Main Street. Turn South on South Main to designated evacuation destination location.

****Evacuation routes were chosen to be utilized in the above-mentioned emergencies – however, due to weather conditions (wind direction) alternate routes or destination locations may need to be substituted depending on the situation.**

Kim W Morgan
Director

Please sign and return this section

I have read and understand the procedures, disciplinary actions and information presented in the Asbury Playschool Handbook 2025-2026.

_____ Student Name

_____ Parent Name

_____ Parent Signature

_____ Date

_____ Yes, my child can be photographed. Photo may be used on social media or in any publication to promote Asbury Playschool or Asbury Church.

_____ NO, my child may not be photographed. Photo may not be used on social media or in any publication to promote Asbury Playschool or Asbury Church.