

CENTER-WIDE INFORMATION

The Governing Body and Chain of Responsibility

- 1. The teachers and staff are accountable to the Program Director.**
- 2. The Director is accountable to the Learning Center Committee of Faith Lutheran Church.**
This committee consists of: one elected chairperson, volunteer members of the church, parent representatives from each program (preschool and after-school programs), and one church council liaison. The phone numbers and email addresses of the committee chairperson and parent representatives are posted by the tuition box. This committee meets once a month. All policy and fee changes are made through this committee.
- 3. The Learning Center Committee is accountable to the Faith Lutheran Church Council and must report to them monthly.**

Funding and Church Support

- Faith Lutheran Church provides substantial support for the Learning Center in the form of space, utilities, and insurance.**
- The learning center is otherwise self-supporting, receiving no regular funds other than tuition fees charged to parents.**
- Fundraising activities are scheduled semi-annually to provide income for specifically designated purposes.**
- Tax ID Number: 61-0857105**

Licensing

Faith Lutheran Learning Center (FLLC) is licensed by the State of Kentucky through the Cabinet for Human Resources, Division of Licensed Childcare. FLLC is licensed for 65 children two years of age through the fifth grade. The license must be renewed annually and is a legal requirement that helps to ensure the safety of the children enrolled.

FLLC is also a participant of the STARS for KIDS NOW voluntary rating scale. We are a TWO-STAR rated center, meaning we provide quality care two levels above that of licensing requirements.

Faith Lutheran Learning Center

Rates & Hours

6:30 AM – 6:00 PM, Monday – Friday

Year-Round Preschool

One-Time Registration Fee = \$50

Semi-Annual Supply Fee = \$50 (Sep & Jan)

Full-Week, Full-Day Tuition = \$160/wk

Full-Week, Part-Day (Pick-up by 3:30 PM) Tuition = \$125/wk

3 days/wk Tuition = \$110/wk

2 days/wk Tuition = \$75/wk

After-School Program

One-Time Registration Fee = \$50

Semi-Annual Supply Fee = \$50 (Sep & Jan)

Full-Week Tuition = \$75/wk

3 days/wk Tuition = \$55/wk

2 days/wk Tuition = \$40/wk

Drop-In After-School Tuition = \$20/day

AM Care Tuition = \$5/AM or FREE for After-School Families

1 or 2 hour Delay Before-School Drop-In Care = \$10/AM

Early Dismissal Rate (if not a regularly attended day) = \$20/day

Drop-In Full-Day (Fayette Days off or Snow Days) Tuition = \$40/day

Add-On Full-Day Care Tuition for Regularly Attending Families = \$15/day

K-5 Summer Program

Annual Activity Fee/Deposit = \$100

Full-Week Full-Day Tuition = \$160/wk

3 days/wk Tuition = \$110/wk

2 days/wk Tuition = \$75/wk

Faith Lutheran Learning Center Payment Options

At FLLC we offer three payment options:

1. Weekly or monthly auto draft payments

- Weekly payments deducted by the director every Friday (~~complete attached EFT authorization form for payment by debit card, credit card, checking, or savings account~~).
- Monthly payments deducted by the director on the 2nd Friday of every month (~~complete attached EFT authorization form for payment by debit card, credit card, checking, or savings account~~).
- A \$10 fee is assessed for any declined/returned payments.

2. Online payments made at your convenience

- ~~Complete attached credit card authorization form for online access to make payments at any time.~~
- The director will then send you a link to register.
- You may make payments using your debit or credit card, which you will input once you have set up your tuition express account.
- If you would like to make online payments using your checking or savings account you will also need to ~~complete Section B of the EFT authorization form~~ so the director can input that information prior to setting up your online account.
- A \$10 fee is assessed for any declined/returned payments.

3. Weekly or monthly payments by check or money order

- There is a tuition box next to Ms. Charla's office.
- Cash is NOT accepted for tuition payments.
- Weekly payments are due by Friday at 6 PM or a \$10 late fee will be assessed.
- Monthly payments are due by the 2nd Friday of the month at 6 PM or a \$10 late fee will be assessed.
- If a check is returned there is a \$30 fee.

Please feel free to contact Charla with any questions, 859-268-0108 or childcare@faithlutheranchurch.com.

FLLC PRESCHOOL PROGRAM

Statement of Purpose

The purpose of the Faith Lutheran Learning Center is to serve the community and enrich families by meeting the individual needs of children for physical, intellectual, social, emotional, and spiritual growth. We believe that early childhood should be a time of fun, warmth, security, exploring, and discovery.

Program Overview

- Faith Lutheran Learning Center (FLLC) is a non-profit, church-sponsored program that serves children from age two through fifth grade.
- Children are admitted regardless of race, creed, color, sex, nationality, religion, family background, or disability.
- We are a Type 1 childcare facility, licensed by the State of Kentucky for 65 children (through the Cabinet for Human Resources, Division of Licensing and Regulation).
- We are open Monday through Friday from 6:30 am to 6:00 pm.
- Our program is **CLOSED** on the following observed holidays: Martin Luther King Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the Friday after, and the week between Christmas Eve and New Year's Day. Additionally, a teacher in-service day is set annually for the day before the Fayette County School year begins.

Program Goals

1. **Meet the basic needs of children for:**
 - Good health and physical development
 - Attention, acceptance, and affection
 - Opportunities to experience success and to test their mental, physical, and social powers
 - Self-identity and a sense of personal worth
 - Security of consistent and gentle discipline
 - Relations with adults and children that recognize individual rights
 - Respect of adults and children
2. **Foster the unique abilities and meet the individual needs of each child**
3. **Use related knowledge from all professions and draw upon the resources of the community in developing programs for children and their families**
4. **Provide adequate and appropriate adult guidance, health, education, and welfare service for the child to be:**
 - Physically and mentally healthy
 - Increasingly skillful in using language and understanding concepts
 - Able to perceive and cope with problems
 - Observant and attentive, responsible, self-directed, and self-disciplined
5. **Help children feel at ease about being away from home and able to accept involvement with adults and other children**
6. **Strengthen family ties, through participation in the program; helping parents understand their children better**

- 7. Develop responsible attitudes between the children, their families, and the community**
- 8. Provide appropriate role models for spiritual, emotional, and social growth by:**
 - Providing settings and a program of Christian nurturing
 - Providing opportunities for children and parents to meet with the Pastor of Faith Lutheran Church on a voluntary basis
 - **In NO way does any employee of FLLC or member of Faith Lutheran Church use the program to promote Lutheran ideology. We simply try to emphasize basic Christian attributes of love, forgiveness, understanding, and charity.**
- 9. To select appropriate activities that will contribute to:**
 - The developmental needs of the child
 - The child's opportunity and ability to make choices throughout his/her day
 - A balance of quiet and active play; group and individual activities

Curriculum and Activities

- **In accordance with developmentally-appropriate practice, our curriculum includes:**
 - Sharing and conversation skills
 - Language Arts – letters, stories, songs, and fingerplays
 - Creative arts and crafts
 - Large muscle activities
 - Fine motor development
 - Math – shapes, colors, numbers
 - Science – food preparation, nature, experiments
 - On-site 'field trips' (guest speakers)
 - Celebrations of birthdays and holidays
 - Handwriting Without Tears Curriculum
 - KY Early Childhood Standards
- **Curriculum themes are selected by the teachers in each classroom and distributed to parents weekly.** Lessons plans are also posted outside the classroom each week in accordance with state childcare licensing regulations.
- We have a fenced, outdoor play area with wood chip mulch. The children are taken outside for play one-two times daily for a minimum of 30 minutes.

FLLC AFTER-SCHOOL PROGRAM

Program Overview

- Faith Lutheran's After-School Program is a non-profit, church sponsored program that serves children in Kindergarten through fifth grade.
- We are open Monday through Friday from 3:15 pm to 6:00 pm. On in-service, record, or snow-days, our program operates from 6:30 am to 6:00 pm.
- Children are admitted regardless of race, creed, color, sex, nationality, religion, family background, or disability.
- Our program is **CLOSED** on the following observed holidays: Martin Luther King Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the Friday after, and the week between Christmas Eve and New Year's Day. Additionally, a teacher in-service day is set annually for the day before the Fayette County School year begins.

Philosophy

The purpose and goal of Faith Lutheran's After-School Program is to provide a secure & loving environment along with quality homework assistance and a wide variety of recreational games and activities which enable children to develop, build, and maintain good quality relationships with each other, their families, and other adults.

Objectives

The Faith Lutheran Learning Center staff strives to:

1. Provide a safe and clean environment for the child's health and physical safety.
2. Encourage the children in the areas of self-confidence, spontaneity, curiosity, and self-discipline, which will assist the development of the child's social and emotional health.
3. Aid in the enhancement of the child's communication skills.
4. Be of assistance to the child and his/her family in increasing the ability to relate to each other and to others outside the family.
5. As a staff, develop, build, and maintain quality relationships with each other, families, and children to serve as a role model.
6. Provide opportunities for children to learn, relax, be themselves, and enjoy a wide variety of activities.
7. As a staff, make a commitment to be actively involved and interested in the child's life and enhance the child's feelings of love, self-worth, and acceptance.

Approach

FLLC's After-School program offers a program of recreation and structure. Children will be introduced to new activities and new situations, but also have the opportunity to be involved in favorite, familiar activities and to self-direct their own activities. Children will be encouraged to participate in a wide variety of activities and given the opportunity to make good choices.