



**FAITH**  
COMMUNITY ACADEMY

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PRESCHOOL and KINDERGARTEN  
Parent/Student Handbook 2025-2026



**Berea Baptist Church**

15421 Ashland Road

Rockville, VA 23146

804-749-4411

[Tammy.Hynson@bereabaptistva.com](mailto:Tammy.Hynson@bereabaptistva.com)

Jesus said, "Let the little children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these" -Matthew 19:14

# WELCOME!

Dear Parents,

Welcome to Faith Community Academy. We are so happy that you have chosen us to be your child's first "official" teachers, recognizing you, as the parents, are your child's actual first teacher. We realize you took great care in choosing a school and realize you have put your confidence in us to enrich your child's understanding of the world through God's love.

This year will be a lot of firsts for your family as we journey together creating a safe place where your child can learn and grow with lots of exploration of their environment, as well as through the Biblical teachings of God's word. Playing, is an important way children learn about their environment and learn important social skills they will use all their lives. Academics are also important, so our students will be taught colors, numbers, letters, language, etc. at age-appropriate levels through many different mediums such as music, art, games, manipulatives, science, math, and most importantly books.

My mantra for teaching is that learning should be fun and engaging. It should be a lifelong journey of seeking knowledge. It is our goal to impart this philosophy to your child, so that they will also become seekers of knowledge for all their lives and that we make learning fun and engaging for each of them.

Thank you again for trusting us with your most treasured gifts, your children.

*Tammy Hynson*

Tammy Hynson  
Preschool Director, Faith Community Academy

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# MISSION STATEMENT

Faith Community Academy provides a giving, caring environment, geared to touch each child with God's love. Our teachers minister to the emotional, physical, intellectual and spiritual growth of the children in our community. We strive to help children form habits of respect, courtesy, self-confidence, responsibility, cooperation, and independence as life-long learners.

# STATEMENT OF FAITH

## The Scriptures

The Holy Bible was written by men divinely inspired and is the record of God's revelation of Himself to man. It is a perfect treasure of divine instruction. It has God for its author, salvation for its end, and truth, without any mixture of error, for its matter. It reveals the principles by which God judges us; and therefore is, and will remain to the end of the world, the true center of Christian union and the supreme standard by which all human conduct, creeds and religious opinions should be tried. The criterion by which the Bible is to be interpreted is Jesus Christ.

## God

There is one and only one living and true God. He is an intelligent, spiritual and personal Being, the Creator, Redeemer, Preserver, and Ruler of the Universe. God is infinite in holiness and all other perfections. To Him we owe the highest love, reverence and obedience.

## The Trinity

God is revealed to us as Father, Son and Holy Spirit, each with distinct attributes, but without division of nature, essence or being.

## God the Father

God as Father reigns with providential care over His universe, His creatures, and the flow of the stream of human history according to the purpose of His grace. He is all powerful, all loving and all wise, God is Father in truth to those who become children of God through faith in Jesus Christ. He is fatherly in His attitude toward all men.

## God the Son

Christ is the eternal Son of God. In His incarnation as Jesus Christ, He was conceived of the Holy Spirit and born of the virgin Mary. Jesus perfectly revealed and did the will of God, taking upon Himself the demands and necessities of human natures and identifying Himself completely with mankind yet without sin. He honored the divine law by His personal obedience, and in His death on the cross He made provision for the redemption of men from sin. He was raised from the dead with a glorified body and appeared to His

disciples as the person who was with them before His crucifixion. He ascended into Heaven and is now exalted at the right hand of God where He is the one Mediator, partaking of the nature of God and of man, and in whose Person is effected the reconciliation between God and man. He will return in power and glory to judge the world and to consummate His redemptive mission. He now dwells in all believers as the living and ever-present Lord.

## God the Holy Spirit

The Holy Spirit is the Spirit of God. He inspired holy men of old to write the Scriptures. Through illumination He enables men to understand truth. He exalts Christ. He convicts of sin, of righteousness and of judgment. He calls men to the Savior, and effects regeneration. He cultivates Christian character, comforts believers, and bestows the spiritual gifts by which they serve God through His church. He seals the believer unto the day of final redemption. His presence in the Christian is the assurance of God to bring the believer into the fullness of the stature of Christ. He enlightens and empowers the believer and the church in worship, evangelism and service.

## Man

Man was created by the special act of God, in His own image, and is the crowning work of His creation. In the beginning man was innocent of sin and was endowed by his Creator with freedom of choice. By his free choice man sinned against God and brought sin into the human race. Through the temptation of Satan man transgressed the command of God, and fell from his original innocence; whereby his posterity inherit a nature and an environment inclined toward sin, and as soon as they are capable of moral action become transgressors and are under condemnation.

Only the grace of God can bring man into His holy fellowship and enable man to fulfill the creative purpose of God. The sacredness of human personality is evident in that God created man in His image, and in that Christ died for man; therefore, every man possesses dignity and is worthy of respect and Christian love.

### Salvation

Salvation involves the redemption of the whole man, and is offered freely to all who accept Jesus Christ as Lord and Savior, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, sanctification and glorification.

*Regeneration*, or the new birth, is a work of God's grace whereby believers become new creatures in Christ Jesus. It is a change of heart wrought by the Holy Spirit through conviction of sin, to which the sinner responds in repentance toward God and faith in the Lord Jesus Christ. Repentance and faith are inseparable experiences of grace. Repentance is a genuine turning from sin toward God. Faith is the acceptance of Jesus Christ and commitment of the entire personality to Him as Lord and Savior.

*Justification* is God's gracious and full acquittal upon principles of His righteousness of all sinners who repent and believe in Christ. Justification brings the believer into a relationship of peace and favor with God.

*Sanctification* is the experience, beginning in regeneration, by which the believer is set apart to God's purposes, and is enabled to progress toward moral and spiritual perfection through the presence and power of the Holy Spirit, dwelling in him. Growth in grace should continue throughout the regenerate person's life.

*Glorification* is the culmination of Salvation and is the final blessed and abiding state of the redeemed.

### God's Purpose of Grace

Election is the gracious purpose of God, according to which He regenerates, sanctifies, and glorifies sinners. It is consistent with the free agency of man, and comprehends all the means in connection with the end. It is a glorious display of God's sovereign goodness and is infinitely wise, holy, and unchangeable. It excludes boasting and promotes humility. All true believers endure to the end. Those whom God has accepted in Christ, and sanctified by His Holy Spirit, will never fall away from the state of grace, but shall persevere to the end. Believers may fall into sin through neglect and temptation, whereby they grieve the Spirit, impair their graces and comforts, bring reproach on the cause of Christ, and temporal judgments on themselves, yet they shall be kept by the power of God through faith unto salvation.

### The Church

A New Testament church of the Lord Jesus Christ is a local body of baptized believers who are associated by covenant in the faith and fellowship of the gospel, observing the two ordinances of Christ, committed to His teachings, exercising the gifts, rights, and privileges invested in them by His Word, and seeking to extend the gospel to the ends of earth.

This church is an autonomous body, operating through democratic processes under the Lordship of Jesus Christ. In such a congregation, members are equally responsible. Its Scriptural officers are pastors and deacons. The New Testament speaks also of the church as the body of Christ which includes all of the redeemed of all the ages.

### Baptism and the Lord's Supper

Christian Baptism is the immersion of a believer in water in the name of the Father, the Son, and the Holy Spirit. It is an act of obedience symbolizing the believer's faith in a crucified, buried and risen Savior, the believer's death to sin, the burial of the old life and the resurrection to walk in newness of life in Christ Jesus. It is a testimony of his faith in the final resurrection of the dead. Being a church ordinance, it is prerequisite to the privileges of the church membership and to the Lord's Supper.

*The Lord's Supper* is an ordinance of Jesus Christ, to be administered with the representative elements of bread and wine, and to be observed by His churches till the end of the world. It is in no sense a sacrifice, but is designed to commemorate His death, to confirm the faith and other graces of Christians, and to be a bond, pledge and renewal of their communion with Him and of their church fellowship.

### The Lord's Day

The first day of the week is the Lord's Day. It is a Christian institution for regular observance. It commemorates the resurrection of Christ from the dead and should be employed in exercises of worship and spiritual devotion, both public and private, and by refraining from worldly amusements, and resting from secular employments, work of necessity and mercy only being excepted. The

### Kingdom

The Kingdom of God includes both His general sovereignty over the universe and His particular Kingship over men who willfully acknowledge Him as King. Particularly the Kingdom is the realm of salvation into which men enter by trustful, childlike commitment to Jesus Christ.

Christians ought to pray and to labor that the kingdom may come and God's will be done on earth. The full consummation of the Kingdom awaits the return of Jesus Christ and the end of the age.

#### Last Things

God, in His own time and in His own way, will bring the world to its appropriate end. According to His promise, Jesus Christ will return personally and visibly in glory to the earth; the dead will be raised; and Christ will judge all men in righteousness. The unrighteous will be consigned to Hell, the place of everlasting punishment. The righteous, in their resurrected and glorified bodies, will receive their reward and will dwell forever in Heaven with the Lord.

#### Evangelism and Missions

It is the duty and privilege of every follower of Christ and of every church of the Lord Jesus Christ to endeavor to make disciples of all nations. The New Birth of man's spirit by God's Holy Spirit means the birth of love for others. Missionary efforts on the part of all rests thus upon a spiritual necessity of the regenerate life and is expressly and repeatedly commanded in the teachings of Christ. It is the duty of every child of God to seek constantly to win the lost to Christ by personal effort and by all other methods in harmony with the gospel of Christ.

#### Education

The cause of education in the Kingdom of Christ is coordinated with the cause of missions and general benevolence and should receive along with these the liberal support of the churches. An adequate system of Christian schools is necessary to complete spiritual program for Christ's people.

In Christian education there should be a proper balance between academic freedom and academic responsibility. Freedom in an orderly relationship of human life is always limited and never absolute. The freedom of a teacher in a Christian School, College, or

Seminary is limited by the pre-eminence of Jesus Christ, by the authoritative nature of the Scriptures, and by the distinct purpose for which the school exists.

#### Stewardship

God is the source of all blessings, temporal and spiritual; all that we have and are, we owe to Him. Christians have a spiritual debtorship to the whole world, a holy trusteeship in the gospel, and a binding stewardship in their possessions. They are, therefore, under obligation to serve Him with their time, talents, and material possessions; and should recognize all these as entrusted to them to use for the glory of God and for helping others. According to the Scriptures, Christians should contribute of their means cheerfully, regularly, systematically, proportionately, and liberally for the advancement of the Redeemer's cause on earth.

#### Religious Liberty

God alone is the Lord or the conscience, and He has left it free from the doctrines and commandments of men which are contrary to His Word or not contained in it. Church and state should be separate. The state owes to every church protection and full freedom in the pursuit of its spiritual ends. In providing for such freedom no ecclesiastical group or denomination should be favored by the state more than others. Civil government being ordained of God, it is the duty of Christians to render loyal obedience thereto in all things not contrary to the revealed will of God. The church should not resort to the civil power to carry on its work. The gospel of Christ contemplates spiritual means alone for the pursuit of its ends. The state has no right to impose penalties for religious opinions of any kind. The state has no right to impose taxes for the support of any form of religion. A free church in a free state is the Christian ideal, and this implies the right of free and unhindered access to God on the part of all men, and the right to form and propagate opinions in the sphere of religion without interference by the civil power.

## LICENSING

FCA, as a ministry of Berea Baptist Church, operates as a religiously exempt preschool. We adhere to the guidelines provided by the Virginia Department of Education for religiously exempt facilities.

## FAITH COMMUNITY ACADEMY PRESCHOOL BOARD

Mark Jenkins – Associate Pastor  
Director Bruce Nichols – IT Advisor  
Pam Taylor – Educational Advisor

Kerrie Stone - Business Advisor  
John Dawson – Deacon

Tammy Hynson – Preschool  
Rick Deyerle – Deacon

## CLASS OFFERINGS AND TUITION

2-year-old Class Meets	Monday through Thursdays	\$362/month \$3,258/annual
3-year-old Class Meets	Monday through Thursday	\$420/month \$3,780/annual
4-year-old Class Meets	Monday through Thursday	\$459/month \$4,131/annual
KINDERGARTEN Class Meets	Monday through Thursday	\$582/month \$5,238/annual

All classes Begin September 02, 2025 and end on May 21, 2026

Classes meet from 9:00am to 12:00pm for 2–4-year-olds

Kindergarten meets from 8:45am to 1:30pm

Tuition statements will be emailed at the beginning of each month starting June 1 with tuition due July 1 for tuition for the month of September. Tuition is due the 1<sup>st</sup> day of each month beginning July 1, 2025 and ending March 1, 2026. \*Tuition will be adjusted annually according to inflation plus 3%.

## PAYMENT SCHEDULE

September Tuition	Billed June 1, 2025	Due July 1, 2025
October Tuition	Billed July 1, 2025	Due August 1, 2025
November Tuition	Billed August 1, 2025	Due September 1, 2025
December Tuition	Billed September 1, 2025	Due October 1, 2025
January Tuition	Billed October 1, 2025	Due November 1, 2025
February Tuition	Billed November 1, 2025	Due December 1, 2025
March Tuition	Billed December 1, 2025	Due January 1, 2026
April Tuition	Billed January 1, 2026	Due February 1, 2026
May Tuition	Billed February 1, 2026	Due March 1, 2026

Payments may be mailed to P.O. Box 280 Rockville, VA 23146, dropped in our drop box in front of the preschool or sent to school with your child in their folder.

**TUITION ASSISTANCE** - We offer tuition assistance that can be applied for on a separate form. Assistance is awarded on an as needed basis, and anyone may apply. The deadline for applying is **April 15, 2025** Tuition Assistance Applications are available upon request from the Director or can be found on our website: [faithcommunityacademy.org](http://faithcommunityacademy.org)

## REGISTRATION FEE AND FINANCIAL OBLIGATION

**\*\*\*REGISTRATION FEE OF \$150.00 (per student)  
is NON-REFUNDABLE AND DUE UPON REGISTRATION FOR ALL STUDENTS\*\*\***

The registration fee is not applied toward tuition costs. The enrollment agreement is for the entire school year. Parents recognize that the school plans its operating budget according to the number of students enrolled at the beginning of the school year under the assumption that each student

will remain for the full length of the school year. Therefore, parents are obligated for the full year's tuition regardless of withdrawal or dismissal unless:

- Parents are transferred from the area for a job, in which case a one-month notice is to be given.
- Or, the child becomes ill, and the doctor recommends withdrawal, in which case a note from the doctor is required.

### OTHER FEES AND DISCOUNTS

Late Payment Fee	\$20.00
Returned Check Fee	\$30.00
Late Pick up Fee	\$10.00 (per 5-minute increment after 12:10 or 1:40)
Sibling Discount	10% on each sibling after the first full-priced student currently attending

## EXTENDED DAY ACTIVITIES FOR 3 AND 4 Year-Olds

**Little Kicks** – a soccer program run by the Richmond Kickers (extended day until 1:30 for 3 and 4 year-olds) on Mondays. You pay Little Kicks directly and you can refer to their brochure for pricing and payment options.

**Dancing Little Stars** – a dance program (extended day until 1:30 for 3 and-4-year-olds) on Mondays. You pay Dancing Little Stars directly and you can refer to their brochure for pricing.

**Cub Club** – a STEAM activity run by FCA (extended day until 1:30 for 3 and-4-year-olds) on Tuesdays \$22.00/day or pay ahead \$272.00 (\$17.00/day for

16 days) first half of year and \$272.00 (\$17.00/day for 16 days) for second half of year.

**Build It Club** - a “Lego type” building activity run by FCA (extended day until 1:30 for 3 and-4-year-olds) on Wednesdays. \$22.00/day or pay ahead \$289.00 (\$17.00/day for 17 days) first half of year and \$272.00 (\$17.00/day for 16 days) for second half of year.

**Kidokenetics** - a sports activity program (extended day until 1:30 for 3 and-4-year-olds) on Thursdays. You pay Kidokenetics directly and you can refer to their brochure for pricing.

## Inclement Weather

For snow and ice, FCA Preschool follows Hanover County Schools. For all other weather-related closings and delayed openings, we will make decisions at that time and let parents know in a timely manner.

If Hanover County Schools have a 1-hour delay – All of FCA will have a 1 hr. delay.

If Hanover County Schools have a 2-hour day – Faith Community Academy Preschool will be CLOSED. (Note this is different from the Elementary School as they will have a 2-hour delay)

If Hanover County Schools are closed – All of Faith Community Academy will be closed.

If Hanover County decides to close school early due to weather (and we are still at school), the preschool will make the decision at that time and let all parents know in a timely manner.

Make-up days can be added to the school calendar after the first three days missed. How days are made up will be at the discretion of the director.

## Illness

We ask that parents help us in our efforts to keep all the children and the teachers healthy during our school year. Please do not send your child to school if he/she:

- Has had a fever (100 or higher) in the last 24 hrs.
- Has had an upset stomach, vomiting, or diarrhea in the past 24 hrs.
- Has heavy nasal discharge
- Has a constant cough
- Is not well enough to participate in all activities, including going outside.
- Just in general does not feel well or isn't him/herself
- Has head lice. Child must be treated and nits must not be present before a child can return to school. (Please notify school if your child has this condition as we will want to alert other parents)
- Has an infectious or contagious condition. (Please notify the school as we will want to alert other parents). If antibiotics are prescribed, they may return to school after their third dose. Faith Community Academy will not administer any medication. All medication, sunscreen, diaper cream, etc. is to be given/applied at home before school.

Faith Community Academy will notify parents if your child becomes ill while at school and you will be expected to pick up your child promptly.

## What to Bring to School

- Your child will need their tote bag/backpack (we provide) each day. They will be bringing home their precious works of art and communication from teachers and the school. Please label your child's tote bag/backpack.
- Your child will need their snack bag (we provide) each day. Please remember this is snack time not lunch time. Provide your child with a healthy snack and drink. The snack bag will also need to be labeled with your child's name. Out of concern for children and staff with nut allergies, we ask that all snacks and lunches be nut free.
- A change of clothes (weather appropriate) to be left at school. Label all items with your child's name. Don't forget socks!
- Do NOT bring toys to school unless a teacher has instructed you to do so for show and tell.

Please Note: **You may only use the tote bag/backpack and snack bag provided to you.** We have very little room for storing these items. Each classroom has a set of hooks outside their classroom door for hanging their tote bag/backpack, snack bag, coat/jacket, etc. Bulky totes and back packs take up too much room, causing coats and hats to fall in the floor, blocking the hallway. If you misplace your child's tote bag, backpack or snack bag, please contact the director to purchase a new one. Snack bags are \$10.00, while Tote bags and Back packs are \$15.00 each.

## Birthdays

Your child's birthday is special, and we enjoy being part of the celebrations. Please contact your child's teacher to coordinate any special snacks or in class "celebration". If you send in birthday invitations, we will gladly send them home with their friends **IF 1.** All the children in the class are being invited or **2.** all the children of the same sex are being invited.



## Communication

Communication is key to having the school year run smoothly. Your child's teacher will let you know the best way to communicate with her, for example, notes, email, phone, etc. Please check your child's tote bag daily for notes and artwork. The director is always available by phone or email for any questions or concerns. The director will also publish a monthly newsletter to let you know of events for the upcoming month. There is a school calendar included in this handbook for major dates to add to your family calendar.

## Behavior Management

Discipline begins at home. Please talk with your child before coming to school about appropriate behavior. Make sure your child understands that while at preschool his/her teacher is in charge and school rules are to be followed.

Faith Community Academy will use positive reinforcement by:

- Setting realistic limits
- Modeling appropriate behavior
- Treating children and other staff with respect
- Offering praise and encouragement

If discipline measures are needed, they will be:

- Redirection to more appropriate behavior
- Verbal reprimand
- Time out
- A talk with Director/note home to parents
- A phone call to parents
- Privileges of child revoked

Behaviors that cannot be tolerated are:

- Aggressive behavior toward other children or staff (kicking, biting, etc.)
- Destruction of property
- Continued Disobeying instructions, policies or procedures

**Under NO circumstances will corporal punishment be used by our staff.**

## Drop Off/Pick Up

Drop off is promptly at 8:45 for kindergarten and 9:00 am for all other students. Enter the church parking lot from Pouncey Tract Road and begin making a line in front of the preschool doors. Stay in your car, the staff will unload 2 cars at a time. When it is your turn slowly pull up and the staff will open your child's door (back seat passenger side), unbuckle them, if needed, and lead your child into the building while you drive off and the next cars move up. You will exit the parking lot by way of Ashland Road, or you can loop around and leave by Pouncey Tract.

Pick up will require you to hang your child's assigned carpool number on your rear-view mirror as soon as you are in line. DO NOT display the number on your dash. We cannot see it. You will line up at noon (or 1:30) just as you did at drop off. As you pull up a staff member will load your child into the vehicle. THEY WILL NOT BUCKLE THEM IN. You will pull up out of the way and buckle your child before exiting the parking lot on to Ashland Road or Pouncey Tract Road.

**If, for any reason your child will be absent, please call the school and let someone know.**

## Late Pick Up Policy

Please arrive promptly at 12:00 pm or 1:30pm to pick up your child. If, for any reason you know you will be late, **CALL the school**. Regardless of whether you call, you will be charged a late fee of \$10.00 per 5-minute increments after 12:10 (1:40 for kindergarten).

If you cannot be reached and are not at pick up, we will begin to call your emergency contacts. If your child is not picked up by 12:45 pm (2:15 for kindergarten), we will have to notify the Virginia Department of Social Services.

## Proof of Child's Identity and Age

Parents enrolling a child in the preschool program at Faith Community Academy must provide proof of the child's identity and age. This may include a certified copy of the child's birth certificate, notification of birth (hospital, physician or midwife record), birth registration card, passport, copy of the placement agreement or other proof of the child's identity from a child placing agency (foster care and adoption agencies), copy of the entrustment agreement conferring temporary legal custody of a child to an independent foster parent.

## Tote Bags/Backpacks and Snack Bags

Faith Community Academy will provide all students with a Tote Bag or Backpack and Snack Bag upon Registration in the preschool. Please clearly label both items with your child's name. Your child will keep the same tote bag and snack bag for the duration of their time at Faith Community Academy. If you should need a replacement of either one, there will be a replacement fee.

Please Note: **You may only use the tote bag/back pack and snack bag provided to you.** We have very little room for storing these items. Each classroom has a set of hooks outside their classroom door for hanging their tote bag/backpack, snack bag, coat/jacket, etc. Bulky totes and back packs take up too much room, causing coats and hats to fall in the floor, blocking the hallway. If you misplace your child's tote bag, backpack or snack bag, please contact the director to purchase a new one. Snack bags are \$10.00, while Tote bags and Back packs are \$15.00 each.

## Attire

Please dress your child each day of preschool in comfortable clothing that is appropriate for preschool activities that may involve messy activities such as painting. Please make sure your child (if potty trained) can maneuver their clothing independently. Please do not send your child to school in open toed shoes or shoes that slip on and off too easily as these are unsafe when on the playground and can lead to accidents.

Please understand that we will be going outdoors (unless raining or severely cold) every day. If your child is unable to go outside due to illness, please do not send them to school. Please send your child to school with appropriate clothing based on the weather conditions. Label all hats, coats, scarves, and mittens with your child's name.

**In case of accidents when at school, remember to send in an extra set of clothing, labeled with your child's name on each item. Please make sure the clothing is appropriate for the weather and exchange the clothing when the weather changes (don't forget socks!).**

## Staff Qualifications

### DIRECTOR

- Bachelor’s degree or higher in Early Childhood or Elementary Education, Child Development or a related field required. (Master’s Degree is preferred).
- At least one year of supervisory or program administration experience.
- Compliance with the Faith Community Academy Mission Statement.

### TEACHERS

- High school diploma required. Associate or bachelor’s degree in early childhood or elementary Education or related field preferred.
- Compliance with the Faith Community Academy Mission Statement.

All Staff are certified annually by a practicing physician or nurse practitioner to be free from any disability which would prevent them from caring for children. All staff are required to be certified in First Aid/CPR.

## Physical Facilities and Enrollment Capacity

Faith Community Academy is located in Berea Baptist Church at 15421 Ashland Road (mailing address: P.O. Box 280) Rockville, VA 23146. The church is at the intersection of Pouncey Tract Road and Ashland Road. The maximum number of students for the 2024-2025 school year is 80. The preschool portion of the church is approximately 1,200 sq. ft. The school currently has 7 classrooms:

Kindergarten room #1:	12 - 15 students – 1 teacher	meeting Monday – Thursday
Kindergarten room #2:	10 students – 1 teacher	meeting Monday - Thursday
4-year-old room #1:	10 students – 1 teacher	meeting Monday-Thursday
4-year-old room #2:	10 students – 1 teacher	meeting Monday-Thursday
3-year-old room #1:	10 students – 1 teacher	meeting Monday-Thursday
3-year-old room #2:	10 students – 1 teacher	meeting Monday-Thursday
2-year-old room:	18 students – 1 teacher and 2 teacher’s assistants	meeting Monday-Thursday

The preschool building was constructed in 1955 and is currently up to compliance with Hanover County. The building area that the preschool uses include 3 children’s bathrooms as well as 1 adult bathroom. The building also includes an office and 2 storage rooms as well as a Library/Media/Music room. The fenced in playgrounds includes swings, climbing structures with slides, playhouses and covered sandboxes.

## Liability Insurance

Faith Community Academy is covered by public liability insurance in the amount of \$1,000,000.00

# Faith Community Academy PRESCHOOL Calendar for 2025-2026

## **AUGUST**

Aug. 25 – Aug. 28: Teacher Workdays  
Aug. 27: 9am – 12pm Student Open House  
Aug. 28: Parent Night 7pm – 8:30pm

## **SEPTEMBER**

Sept. 2: First Day of School  
September: Fall School Pictures  
September: Policeman Visit

## **OCTOBER**

October: Fireman Visit  
October 9: Pumpkin Patch  
October 13: No School/Columbus Day  
October 16: Coffee with Director 9:30  
October 30: Halloween Parties/Costume Parade  
(kindergarten 9:00 drop off)

## **NOVEMBER**

Nov. 4: No School – Election Day  
Nov. 13: Kindergarten Informational Meeting  
Nov. 20: End 1<sup>st</sup> Marking Period for kindergarten  
November 25: Thanksgiving Program/Feast  
11:30am (Early release day for kindergarten)  
Nov. 26-27: No School – Thanksgiving Break

## **DECEMBER**

December 11: Christmas Surprise Visitor  
December 17: Christmas Parties  
December 18: Christmas Program 11:30am  
(Early release day for kindergarten)

## **JANUARY**

January: Puppet show  
Jan. 19: No School – Martin Luther King Day

## **FEBRUARY**

February: Student Evaluations  
Feb. 5: Doughnuts with Dad  
Feb. 12: Valentine's Party  
February: Young Chef's Academy  
Feb. 16: No School - President's Day  
Feb. 26: End of 2<sup>nd</sup> Marking Period for kindergarten

## **MARCH**

Mar. 2: No School for Students – Parent/Teacher  
Conferences  
Mar. 12: Coffee with the Director  
March: Children's Museum  
Mar. 17: St. Patrick's Day Parties  
Mar. 26: Easter Parties/Egg Hunt/Easter  
Parade (kindergarten 9:00 drop off)  
Mar. 30 -Apr. 3: No School/Spring Break

## **APRIL**

Apr. 6: Easter Monday Holiday  
April: Mad Science or Children's Museum

## **MAY**

May: Children's Museum  
May 7: Muffins with Mom  
(Early Release Day for kindergarten)  
May 21: Spring Program 11:30am (Early Release Day  
for kindergarten)  
May 21: Last Day of School and end of 3<sup>rd</sup> Marking  
Period for kindergarten

## REGISTRATION CHECK LIST:

- Registration Form
- Registration Fee
- Copy of Birth Certificate (first year only)
- Last page of the Parent Handbook signed by both parents (see below)
- Health Form filled out (every year)

You may turn these in to the preschool office, mail them to the PO Box 280 address, or drop them in the drop box located in front of the preschool. Once the materials are received and information has been entered into the ProCare software system, you will receive an email asking you to join ProCare. Follow the instructions to get signed up and start receiving communications with the school.

**Please read this 2024-2025 handbook carefully.  
Once you have, please sign and return this page  
to your child's teacher. BOTH parents must sign.**

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I have read and understood the 2024-2025 Parent Handbook for Faith Community Academy and I agree to comply with the policies and procedures set forth within.

Parent Name (print) \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent Name (print) \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Child's Name (print): \_\_\_\_\_

Child's Name (print): \_\_\_\_\_

Child's Name (print): \_\_\_\_\_