



**30 Pioneer Rd. S
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Grace Community School

Statement of Faith

Inasmuch as Grace Community School (GCS) is interdenominational and theologically conservative, the basis of GCS is the Word of God and the great fundamentals of Christianity found in the following unalterable, irreducible essentials of the Christian faith:

The Authority and Truth of the Bible. The Bible, consisting of the original texts of the Old and New Testaments, is the inspired Word of God, the written record of His supernatural revelation of Himself to man, absolute in its authority, complete in its revelation, final in its content, and free from any error or defect. (II Timothy 3:16)

The Person and Power of God. There is one God who exists in three persons, Father, Son, and Holy Spirit, eternal in being, identical in essence, equal in power and glory, and having the same attributes and perfection. God is the self-revealed Creator, Upholder, Governor, and Lord of the universe. He is eternal in his self-existence and unchanging in his love, goodness, justice, wisdom, and faithfulness. (Deuteronomy 6:4; II Corinthians 13:14)

The Creation and Condition of Man. Creation was a direct act of God as set forth in the Bible. Man was created by God in the image and likeness of God and is not in any sense the product of evolution. Man inherited a sinful nature due to the disobedience of the first man, Adam, and as a result, mankind became alienated from God and is totally unable without God's grace to reestablish a relationship with God. This sinful nature separates mankind from God, resulting in spiritual death, and there is no hope for salvation, eternal life, or a right relationship with God without the loving, supernatural intervention of God. (Genesis 1:26, 3:1-24; Romans 3:23, 5:12; Ephesians 2:12)

The Person and Work of Christ. The Lord Jesus Christ, the eternal and only Son of God, became man, without ceasing to be God, having been conceived of the Holy Spirit and miraculously born of the virgin Mary, in order that He might reveal God and redeem sinful man. Jesus showed His power and love

by working mighty miracles that were not contrary to nature but superior to it. Jesus was crucified, dead and buried; He descended into Hell, and rose from the dead three days later with the same body with which He had suffered. He ascended into heaven, where He sits on the right hand of God the Father and fulfills the ministry of intercession and advocacy. Jesus will come again to earth the second time personally, bodily, and visibly. (Matthew 1:18-25; Luke 1:16-38; John 1:1-3, 14; Acts 1:11; I Corinthians 15:1-8; Philippians 2:5-9; Colossians 1:15; I Thessalonians 4:16; Revelation 1:7)

The Salvation and Redemption of Man. Salvation of people is available as a free gift of God, by His grace alone, and is based solely upon Christ's atoning death and finished work on the cross and His resurrection from the dead. No works of man play any part in salvation. God accomplished man's redemption through the death of Jesus on the cross as a substitutionary sacrifice. Salvation is received by faith. Persons who receive Christ and His salvation by faith become completely forgiven, spiritually alive, right with God, born of the Spirit, children of God, new creations in Christ, and heirs of eternal life with God. (John 1:12-13; 3:16-17; Romans 5:1; 10:9-13; I Corinthians 15:17; II Corinthians 5:21; Ephesians 1:7, 2:1, 8-10)

The Person and Presence of the Holy Spirit. The Holy Spirit convicts the world of sin, righteousness, and judgment. He regenerates believers in Christ, lives within believers permanently, empowers believers to live godly lives, and gives spiritual gifts to every believer to be used for God's purposes. (John 14:16-19; 16:7-15; Romans 8:9, 11; I Corinthians 12; Ephesians 1:13-14; Titus 3:5)

The Mission and Responsibility of the Church. The church, or the body of Christ, is composed of all true believers in Him, that is, those who have received Christ by faith, regardless of denominational affiliation or church membership. The mission of the church is to fulfill the command of Jesus to make disciples of all nations. (Matthew 28:19; I Corinthians 12:4-27; Ephesians 1:22-23)

Grace Community School

Policies for the 2025-2026 School Year

The following policies ensure that Grace Community School (GCS) will have a good relationship with you and your child:

SCHOOL HOURS:

Grace Community School is open Monday-Friday 6:30a.m.-6:00p.m. We ask that students ages one year and older are present by 9:30a.m. If dropping off after 9:30a.m. with a Doctor's note, please call us to ensure that we have an accurate count for lunch. If there is ever a time when you need to bring your child in after 9:30a.m., please bring a doctor's excuse or appointment note. We do ask that you refrain from signing your child in during nap times to not disrupt the class.

During the school year, our K3, K4, and K5 programs begin at 8:00a.m. We ask that you have your children here when the school day starts to ensure that they are progressing as they should.

ADMISSIONS:

GCS does not discriminate in our admissions policies by race, color, religion or national origin. Children are accepted from the age of six weeks up through five-year-old kindergarten. Afterschool students are accepted from ages 5-10 years old.

SUPPLIES:

Parents will provide the following supplies upon enrollment:

Infants

- Summary of child's schedule/preferences
- Premade bottles with name and date (daily)
- Food with name and date (if applicable, daily)
- Nap mat or pillow/blanket (if applicable, weekly)
- Diapers and wipes (as needed)
- Cream, blanket, pacifier with clip holder, sleep sack, gas drops (if desired)

K1/K2

- Labeled sippy cup/water bottle (daily)
- Nap mat or pillow/blanket (weekly)
- Diapers/pullups and wipes (as needed)

K3/K4/K5

- Labeled water bottle (daily)
- Nap mat or pillow/blanket (weekly)

All Classes

- Labeled extra clothes (to leave at school)

Sleeping materials may be left at GCS during the week and must be taken home for washing on the weekends. Sleeping cots are provided for students age one year and older.

Parents should replace extra clothes if they have been used, no longer fit, or are out of season. Labeled sunscreen and bug spray may be brought as needed and left in the classroom. Backpacks are recommended for transporting student belongings.

GCS provides all classroom supplies, teacher supplies, and curriculum at no additional charge.

TUITION:

Weekly and monthly tuition must be paid on time for admission. Payments are made through Tuition Express with Credit Card, Debit Card, or ACH Bank Draft.

Weekly tuition is due every Monday and is considered late if not collected by the close of business on Monday of that week. To ensure payment is collected by Monday of each week, GCS will draft payments the Friday of the previous week. A \$25.00 late fee will be applied to accounts with returned, declined, or unprocessed payments. If full tuition is not received by Wednesday morning, including the late fee, the student may not attend school that day or thereafter until payment is made.

Monthly tuition is due on the 1st of the month and is considered late after the 3rd. A \$25.00 late fee will be applied to accounts with returned, declined, or unprocessed payments. If full tuition is not received by the 4th, including the late fee, the student may not attend school that day or thereafter until payment is made.

Even if your child is absent, you will be charged the weekly/monthly tuition rate because the seat must be reserved for his/her return. No deduction can be made for holiday/weather absences when GCS is closed. These rates are figured into the tuition charge for the school year.

Multiple child discounts are automatically applied. For full-time siblings attending Newborn-K4 classes, there is a \$10 discount for the oldest child(ren). For full-time siblings attending *School Day* K5 and Afterschool, there is a \$5 discount for the oldest child(ren).

A \$6/week discount is applied to accounts with ACH Bank Draft as compared to accounts with Credit/Debit card transactions. These discounted ACH Bank Draft rates are reflected on the tuition chart below.

One-time cash payments are permissible in instances of card or bank fraud. Each following cash payment will result in a \$10 convenience fee.

In the event of any return payment or lack of payment, a guardian to the GCS student will be required to complete our Returned Payment Form before the student can return to GCS.

ABSENTEEISM:

School tuition is contracted as a flat fee for the entire school year.

DRESS CODE for ALL STUDENTS:

At GCS, we seek to abide by biblical standards in all areas of life. This includes how we dress ourselves and our children. We know God is not the author of confusion but of peace (1 Corinthians 14:33). At GCS we recognize the biblically defined gender distinctions (Genesis 1:27). Therefore, to properly direct our students, we have the following guidelines and requirements surrounding our Dress Code:

- Clothes must not have inappropriate language/images
- Boy clothes must be gender-appropriate (emphasis on style rather than colors)
- Girl clothes must be gender-appropriate (emphasis on style rather than colors)
- Undergarments must not be shown
- Girls wearing skirts/dresses must wear shorts underneath
- Hair beads and jewelry are allowed but must not be distracting (in the face, excessive in number, audible, etc.)
 - Parents, be advised that beads and jewelry are naturally easy-to-pull and can get caught on playground equipment
- Hats/sunglasses are allowed but may be asked to be removed within the classroom
- For “water days”, boys must wear shirt with swim trunks and girls must wear one-piece or shirt on top of bathing suit

DRESS CODE for INFANTS, TODDLERS & TWO-YEAR-OLDS:

For infants, we recommend they dress appropriately for comfortable napping and easy diapering.

For toddler and two-year-old programs, we recommend that they dress appropriately for outside recess, such as a jacket or sweater with long pants for chilly days or short sleeved top with shorts for hot days. Shoes appropriate for playing and climbing outside are recommended.

On Fridays, we have “Whale Shirt Day” where students show their school spirit by wearing their “whale shirt.” They are welcome to wear their whale shirts on other days as well. Whale shirts can be purchased in the office lobby. Additionally, students two years old and younger may opt to wear the school uniform.

DRESS CODE for K3 THROUGH K5:

All students enrolled in K3, K4, & K5 are required to wear the school uniform as outlined in the GCS Uniform Guide during the school year.

HEALTH RECORDS:

It is mandatory by state law for all students infant through kindergarten to have on file in the school office an updated shot record (Mississippi Form 121) or an exemption form (Mississippi Form 122) before they may attend classes. It is a requirement by the Mississippi Association of Independent Schools (MSAIS) for all students enrolled in K3 and above to have a copy of the student's birth certificate on file. These records are checked periodically by licensing inspectors, and it will be necessary to dismiss a student who does not have the above records on file until the file is up to date. Fines levied from the local health department because of a missing or expired Form 121 will result in a \$100.00 fine being charged to the parent/guardian's account. Please obtain an updated Form 121 every time your child receives immunizations. This can be a hard copy brought in or can be faxed to 601-602-5480.

BREAKFAST/LUNCH/SNACKS:

Breakfast, lunch and an afternoon snack are provided at no additional charge for all students in attendance. Outside foods should not be brought into the facility unless there are special dietary needs. Any need concerning diet restrictions or religious/ethnic requests must be verified with the office, and appropriate documentation must be on file with the school and updated annually. Foods brought from home for birthday parties or holiday parties must be store-bought.

DISCIPLINE:

In efforts to minimize behavioral issues, we focus on getting your child so excited about learning that problems are few. We do this by moving quickly from one activity to the next. (See attached "Sample Daily Schedule") Recognizing that many discipline issues stem from a need for personal attention, we intentionally reward attentive students with positive reinforcement utilizing "badges" as well as a reward and praise system.

If the problem is not solved by the above methods (most are), we will give your child a time away from other students to calm down. For ongoing and excessive behavioral issues, we refer to our Behavior Plan. GCS will first alert the family regarding behavior, then offer an opportunity to come speak to the student, and finally request pick-up if necessary. See Abandonment policy below for more guidelines.

DISMISSAL:

We reserve the right to dismiss a student at any time after a continued effort to search for the reason for unruliness (i.e., disrupting the class, undesirable language or dress, physical abuse of self, teacher, or other children such as hitting or biting, destruction of school or personal property, etc.) or if the student or parent is not satisfied with our school. GCS also reserves the right to dismiss a student at any time without warning if GCS feels it is in the best interest of the school, the parent, or the student.

ABANDONMENT:

At GCS, we are committed to providing a safe, nurturing, and Christ-centered environment for all students. In accordance with our mission and licensing regulations, we have established the following policy regarding child abandonment.

We begin calling all emergency contacts at 6p.m. if a student is not picked up. If no authorized individual arrives within 60 minutes of closing, local child protective services or law enforcement may be contacted. A written incident report will be completed and placed in the student's file.

If GCS requests a student be picked up due to illness or behavior, pick-up should be within 60 minutes of phone call. If no authorized individual arrives within 60 minutes, staff will begin contacting all emergency contacts, and state officials may be contacted.

In the event a student is not picked up within 60 minutes from our attempt to contact, a \$200 non-refundable fee will be charged to the parent/guardian's account. This fee covers the additional staffing and safety protocols required.

Repeated failure to pick up a student on time or to maintain communication with GCS may result in temporary suspension of services or permanent termination of enrollment.

We understand that emergencies can happen. We ask that you communicate with us as soon as possible if difficulties arise, as we are here to support your family.

HOLIDAYS:

Holidays and staff training days during the year were taken into consideration at the time prices were established. We post our annual closings in the main hallway, and they are located in this Parent Handbook. Our full-time teachers and staff are paid for these holidays; therefore, no deduction or discount may be taken for holiday absences. There will be no adjustments made in the case of closure because of a tornado, hurricane, or other acts of God. We typically follow the same operating procedures as the Lamar County School District under those circumstances.

ILLNESS:

We must consider the health of all students in our school, and we wish to make sure that all are protected from illness. Therefore, if your child becomes sick at school, we will attempt to contact you immediately. Please make sure that the phone numbers and emergency contact information we have on file are current.

We are required by the Mississippi State Department of Health (MSDH) to send students home if they have any of the following: two incidents of vomiting, three incidents of diarrhea, a fever of 101.0 F or higher, or inconsolable crying. Other conditions can warrant exclusion from childcare and can be found in the *MSDH Regulations Governing Licensure of Child Care Facilities*.

If GCS requests a student be picked up due to illness, pick-up should be within 60 minutes of phone call. See Abandonment policy above for more guidelines.

You may not bring your child to school if there has been any of the following within the past 24 hours: vomiting, diarrhea, fever of 101.0 F, or symptoms of a contagious disease.

If your child is on medication, and it is necessary to have it administered during school hours, please fill out a medical authorization form in the office, giving permission for school personnel to give out the appropriate dosage at the scheduled time. Medicine must be in its original packaging and/or have prescription dosing information. Please give medication to the director or office manager. Do not give the medication (this includes cough syrup, cough drops or Tylenol, etc.) to your child or leave it in his/her bag or cubbyhole. A doctor's note may be required in certain circumstances.

GCS has public liability insurance, applying to all operations of the school. Insurance covering immediate medical or emergency room visits as a result of an accident is not provided by GCS.

LATE PICK-UP FEES:

The fee for a late pick-up after 6p.m. is \$5.00 per student for every five minutes or portion thereof. This fee will be charged to the parent/guardian's account. More than three late pick-ups in a 60-day period can result in dismissal of the student. See Abandonment policy above for more guidelines.

PARENT CONFERENCES:

We are available daily to discuss problems or concerns so that individual parent conferences are usually not necessary. If, however, you would like to meet with us, do not hesitate to ask an office member for an appointment.

PARENT/SCHOOL COMMUNICATION:

We utilize a Parent Communication App called Procare. Parents are required to use this App for signing their children in and out each day via a QR code. Any other individuals authorized for pickup will be provided a four-digit code. Any person picking up a student may be asked to provide an ID for security. We also use this app for messaging between parents and Teachers/Directors as well as for communicating daily reports in Newborn-K1 classes.

In the event there is a school closure or important announcement, parents will find this information in Procare messages/emails.

GRADUATION:

K4 and K5 kindergarten graduation exercises are tentatively scheduled for a weekday in May 2026 at Magnolia Baptist Church on King Road. The graduation fee will be \$50.00 and must be paid in April 2026. Parents of students who withdraw after the fee is due will still be responsible for the graduation fee.

SUMMER:

Summer is not only spent in fun and play using special theme weeks such as Outer Space, Carnival, Western, Sports, Hawaiian, Water, etc., but we also combine all this fun with some review work to help the students remember what they have learned throughout the school year and to help the new students get up to speed with their classmates. Student uniforms are not required during the summer.

FIELD TRIPS:

GCS does not take field trips for students under three years old. Field trip fees for K3, K4, K5 and Elementary will be assessed as each trip is announced.

TEACHER TRAINING:

GCS conducts background screenings on every member of its staff as required by state law. This includes fingerprinting, background checks, reference checks, etc. Our teachers also complete CPR and first aid courses as well as continuing education classes as required by state law and the MAIS. GCS will close a few times during each school year for staff training.

WAITING LIST:

To apply for our waiting list, simply deposit \$75 and fill out the Application Form. Of the \$75, \$50 is refundable if GCS cannot provide a space for your child within the time frame requested. It is only nonrefundable if you need to withdraw at the time of being offered an available space. Paying the deposit does not guarantee that an opening will arise.

As we communicate periodically regarding your status on the waitlist, we appreciate correspondence verifying you would like to remain on our waiting list. If multiple attempts of communication with you have not been successful for three months, GCS reserves the right to remove you from the waiting list.

Currently enrolled students, children of GCS staff members, and siblings of current students will receive priority enrollment status over new enrollees. This priority enrollment status is only maintained by having an account that is current.

WITHDRAWALS:

Students may be withdrawn with a full two-week written notice to the office. A week is defined as Monday through Friday; notice must be given by the Friday preceding the last week of enrollment. If written notice is not received in advance, charges for that week will be assessed. We require that your balance is fully paid. Please do not ask us to transfer academic records if your bill is not fully paid. Parents of students who leave with no notice will continue to be charged for a minimum of two weeks. Accounts that are left unpaid will be turned over to a collection agency. Collections will be for the full amount due plus any costs related to the collection process.

Grace Community School

K5 Sample Daily Schedule

Before School Care: 6:30 - 8:00

Books/Blocks/Toys	6:30 - 7:30
Breakfast	7:30 - 7:45
Quiet Time in Classroom	7:45 - 8:00

School Day: 8:00 - 2:00

Routines	8:00 - 8:10
Skills Development	8:10 - 8:30
Abeka Phonics/Reading	8:30 - 8:50
Story Time	8:50 - 9:00
Bible	9:00 - 9:15
Handwriting	9:15 - 9:35
Restroom	9:35 - 9:50
Abeka Math	9:50 - 10:10
Review	10:10 - 10:25

Activity Time (Music, Poetry, Drama & Art)	10:25 - 10:55
Recess & Restroom	10:55 - 11:25
Phonics & Numbers Review	11:25 - 11:40
Language Development	11:40 - 11:55
Hand Washing	11:55 - 12:00
Lunch	12:00 - 12:30
Recess	12:30 - 12:45
Restroom/Lay Down	12:45 - 12:55
Rest Time	12:55 - 1:50
Wake Up/Dismissal	1:50 - 2:00
Afternoon Snack	2:00 - 2:15
Music Game & Paper	2:15 - 2:45
Restroom	2:45 - 3:00
<u>After School Care: 3:00 - 6:00</u>	
Bible	3:00 - 3:15
Song Time	3:15 - 3:45
Show and Tell	3:45 - 4:00
Play Time	4:00 - 4:30
Story/Book Time	4:30 - 4:45
Health, Safety & Manners Paper	4:45 - 5:00
Free Play	5:00 - 5:30
Books/Blocks/Toys	5:30 - 6:00

Grace Community School

SCHEDULE OF FEES: 2025/2026 SCHOOL YEAR (July 28th, 2025 - May 22nd, 2026)

As of August 18th, 2025

WEEKLY TUITION:

Infants		\$205.00/week*	\$885/month*
Toddlers		\$195.00/week*	\$840/month*
K2		\$195.00/week*	\$840/month*
K3	(age 3 on/before September 1, 2025 & potty trained)	\$185.00/week*	\$800/month*
K4	(age 4 on/before September 1, 2025)	\$185.00/week*	\$800/month*
K5	(age 5 on/before September 1, 2025)	See below	

AFTERSCHOOL PROGRAM (pick up at local elementary schools):

Tuition:	\$122.00/week*	\$525/month*
	\$155.00/week*	during summer weeks

*The prices listed are the discounted rates when signed up for ACH Bank Draft. Any card payments are an additional \$6/week.

KINDERGARTEN PROGRAM:

Tuition:	School Day (7:30-3:00)	\$5,500/ year
	Full Day (6:30-6:00)	\$6,400/ year

Kindergarten Payment Plans

1. *10-month plan:* Your tuition plan divided by 10.
Due and drafted the 1st of each month from August 2025-May 2026.
 2. *Weekly plan:* Your tuition plan divided by 43 or \$149/week for Full Day.
Due and drafted on Friday of the previous week from July 28, 2025-May 22, 2026.
 3. *One-time payment:* Full tuition payment due July 25th.
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DROP-IN RATES:

The above tuition rates apply to full-time students. Full-time students are enrolled for eight or more weeks at a time and are committed to giving a two-week notice of withdrawal. Drop-ins are not always possible if the classroom is at capacity with full-time students. For drop-in students attending daily or weekly, the following rates apply.

Daily rates: Infants: \$60; K1/K2: \$57; K3/K4: \$55; K5/School Age: \$50

Weekly rates: Infants: \$240/week; K1/K2: \$225/week; K3/K4: \$220/week; K5/School Age: \$200/week

Prices are subject to change. Ample notice will be given in the event of a change.

Grace Community School

SCHEDULE OF FEES CONTINUED

As of August 18th, 2025

GCS Tuition Policies:

1. Multiple child discounts apply to children who are enrolled full-time at GCS. These discounts are a \$10/week discount for full-time students and a \$5/week discount for Afterschool or School Day Kindergarten students.
 2. Returned ACH and Credit/Debit Card transactions are considered late and will result in a \$25 fee.
 3. ACH Bank Draft is \$6/week lower than Credit/Debit transactions for weekly Credit/Debit Card transactions. (\$24 charge for monthly)
 4. A full 14-day two-week notice of withdrawal is required and agreed upon in signing your child's
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Enrollment Application.

5. One-time cash payments are permissible in instances of card or bank fraud. Each following cash payment will result in a \$10 convenience fee.

Weekly and monthly tuition must be paid on time each week for admission. You may pay through Tuition Express with Credit Card, Debit Card, or ACH Bank Draft.

Weekly tuition is due every Monday and is considered late if not collected by the close of business on Monday of that week. A \$25.00 late fee will be applied to accounts with returned, declined, or unprocessed payments. If full tuition is not received by Wednesday morning, including the late fee, the child may not attend school that day or thereafter until payment is made.

Monthly tuition is due on the 1st of the month and is considered late after the 3rd. A \$25.00 late fee will be applied to accounts with returned, declined, or unprocessed payments. If full tuition is not received by the 4th, including the late fee, the child may not attend school that day or thereafter until payment is made.

Even if your child is absent, you will be charged the weekly/monthly tuition rate because the seat must be reserved for his/her return. No deduction can be made for the holiday/weather absences when GCS is closed. These rates are figured into the tuition charge for the school year.

I have read and understand Grace Community School's Schedule of Fees.

Parent/Guardian Signature

Date

Grace Community School

Uniform Guide

All students attending grades K3, K4 & K5 are required to follow the uniform policies as stated below:

Boys:

- ❖ *Royal blue, light blue, navy, grey, or white polo shirt embroidered with GCS whale logo in either long sleeve or short sleeve*
- ❖ *Khaki or navy shorts or pants (no denim)*

Girls:

- ❖ *Royal blue, light blue, navy, grey, or white polo shirt embroidered with GCS whale logo in either long sleeve or short sleeve*
- ❖ *Blue plaid, navy, or khaki jumper embroidered with GCS whale logo worn with a white blouse underneath in either long sleeve or short sleeve (shorts should be worn under the jumper)*
- ❖ *Royal blue, light blue, navy, grey, or white polo dress embroidered with GCS whale logo (shorts should be worn under the dress)*
- ❖ *Blue plaid, navy, or khaki skirt/skort (shorts should be worn under the skirt)*
- ❖ *Khaki or navy shorts or pants (no denim)*

Shoes:

- ❖ *Students may wear any type of shoes that they choose **except** flip-flops or cleats. Shoes should be easy for your child to get on and off.*

❖ ***The above will be required Monday through Thursday.***

- ❖ ***Fridays will be “Whale Shirt Day” when students may wear jeans, shorts, etc. with their Whale crew neck t-shirts (from GCS).
Denim can only be worn on FRIDAYS.***

All uniform items may be embroidered by Dorrell Robinson with Mr. Stitch It for \$7 per piece. His contact is (601)543-8681 to message and schedule drop-off/pick-up.

If you monogram or know someone who monograms, feel free to monogram your own

uniforms with the file thread requirements provided by GCS.

Revised Summer 2024



GCS 2025 CLOSINGS

January 1- New Year's Day

January 20- Martin Luther King Jr. Day (Staff Training)

April 18- Good Friday

April 21- Easter Monday

May 26- Memorial Day

July 4- Independence Day

September 1- Labor Day

October 10- Staff Training Conference

October 13- Columbus Day (Staff Training)

November 27-28- Thanksgiving

December 24- Closing at 4pm/Christmas Eve

December 25 & 26- Christmas

December 31- Closing at 4pm/New Year's Eve

January 1 & 2, 2026- New Year's



GCS 2026 CLOSINGS

January 1 & 2- New Year's

January 19- Martin Luther King Jr. Day

February 16- President's Day (Staff Training)

April 3- Good Friday

April 6- Easter Monday

May 25- Memorial Day

July 3- Independence Day (Observed)

September 7- Labor Day

October 12- Columbus Day (Staff Training)

November 26-27- Thanksgiving

December 24-25- Christmas

December 31- New Year's Eve

January 1, 2027- New Year's Day



**30 Pioneer Road S
601-264-3992
STUDENT ENROLLMENT APPLICATION FORM**

Child's Full Name: _____ DOB: _____
Sex: _____ Nickname: _____

(Please include area code with all phone numbers)

Mother (or legal guardian)

Father (or legal guardian)

Name: _____

Name: _____

Address: _____

Address: _____

ZIP _____

ZIP _____

Home Phone: _____

Home Phone: _____

Place of Employment: _____

Place of Employment: _____

Work Phone: _____

Work Phone: _____

Cell Phone: _____

Cell Phone: _____

Email: _____

Email: _____

In case of an emergency and the PARENTS cannot be reached, please contact the following:

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

The following people are authorized to pick up and drop off the above child:

Name: _____ Name: _____

Name: _____ Name: _____

Name: _____ Name: _____

Please list any special instructions or allergies for the above child:

PARENT'S AGREEMENT

I hereby give my consent to have my child treated by a physician for medical or surgical care should an emergency arise. I understand that every effort will be made to contact me or a relative before such action is taken. I have been advised that Grace Community School provides liability insurance for my child. My child may take approved field trips sponsored by the childcare facility. I hereby give my consent to have my child photographed and/or videotaped and his/her picture placed on display at the childcare facility, reproduced and printed in our student yearbook, and/or displayed on the school's website.

I agree to pay the amount due in advance, on a weekly or monthly basis, for the time my child is enrolled. I understand that I may withdraw at any time by notifying the school **two full weeks in advance**. Withdrawal is effective the second *following* Friday of the week of notification, and all fees are payable upon other absences.

I have received and read the policies of Grace Community School and agree to abide by the regulations set forth in them; including the obligation to confer with the school first if I have any questions or problems. For infants, one and two-year-olds: I have been given a copy and have read the MSDH Regulations Summary for Parents.

Parent Signature: _____ Date: _____

Parent Signature: _____ Date: _____

My child is toilet trained ____ Yes ____ No. If no, a consultation between the parent and caregiver is required to be documented prior to toilet training.

Date of consultation ____/____/____.

My child will eat breakfast at the center ____ Yes ____ No. If no, my child will eat BEFORE coming into the center.

CHILD CARE REGULATIONS SUMMARY FOR PARENTS

Dear Parents,

The *Regulations Governing Licensure of Child Care Facilities* requires that child care providers supply you with a summary of the Child Care Regulations that govern the licensure of child care facilities.

The Child Care Regulations are the rules and regulations that each child care facility in Mississippi must follow in order to maintain their Child Care License. You, as a parent, are entitled access to these regulations. Among the subjects covered in the Child Care Regulations are:

- Licensing Requirements
- Buildings & Grounds
- Rights of Entry & Violations
- Health, Hygiene, Safety
- Facility Policies & Procedures
- Nutrition & Meals
- Personnel Requirements
- Discipline & Guidance
- Records
- Transportation
- Reports
- Diapering & Toileting
- Staff Requirements
- Swimming & Water Activities
- Program Activities
- Feeding of Infants & Toddlers
- Children with Special Needs
- Night Care
- School Age Care
- Summer Day Camp & School Age Programs
- Hourly Child Care
- Hearings, Emergency Suspensions, Legal Actions & Penalties
- Release of Information
- Rest Periods
- Equipment, Toys, Materials

APPENDICES

- Appendix A – Child Abuse & Neglect Reporting
- Appendix B – Reportable Diseases
- Appendix C – Nutritional Standards
- Appendix D – Playground Safety Standards
- Appendix E – Dishwashing Procedure
- Appendix F – Hand Washing Procedure
- Appendix G – Diaper Changing Procedure
- Appendix H – Cleaning & Disinfection Procedure
- Appendix I – Communicable Disease/Conditions & Return to Child Care Guidelines
- Appendix J – Rules & Procedures for State Level Administrative Hearings

A full copy of the Child Care Regulations should be located in the Director's office of your child care facility. It should be available for your examination upon request. You may also access the Regulations at www.healthhms.com (from the left menu, select *Licensure*, then *Child Care & Youth Camps*). You may direct your questions to your local licensing officials, or you may contact the Child Care Licensure office in Jackson at (601) 364-2827.

Should you have a complaint concerning a child care facility, contact your local licensing official and email the Investigation Unit at cc.complaintunit@msdh.ms.gov, or mail the complaint to:

Mississippi State Department of Health
Child Care Facilities Licensure
PO Box 1700
Jackson, MS 39215-1700