



Family Handbook

————— 2026 – 2027 —————



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FCA LITTLE LIONS PRESCHOOL AND CHILDCARE

Role	Name	Email / Contact
Executive Director	Rebecca Detweiler	rdetweiler@my-fca.com Ext. 3108
Assistant to the Director	Amanda Rotenberger	arotenberger@my-fca.com
FCA RN		Parent contact: Rebecca Detweiler rdetweiler@my-fca.com Ext. 3108 Rebecca will coordinate with the FCA RN as needed.
Certified School Resource Officer	Pat Smith	psmith@my-fca.com Ext. 2290

2360 N. Old Bethlehem Pike
Quakertown, PA 18951
215-536-6624

Operating Hours: Monday-Friday 7:00am to 5:30pm

Closed: New Year's Break, President's Day, Good Friday, Memorial Day, Summer Session In-Service Day, Independence Day, Back to School In-Service Day, Labor Day, Thanksgiving Break, & Christmas Break.



Welcome

Dear Parents,

I will have the honor of serving you as the Executive Director of FCA Little Lions Preschool and Childcare. It is my privilege to welcome our Little Lions each day as they arrive and to experience their excitement and pride as they explore, learn, and grow.

As a mother of four children, I recognize the importance of finding a childcare team that provides an atmosphere that aligns with and supports what is important within the home. I am so glad you have chosen Faith Christian Academy's Little Lions Preschool and Childcare to partner with your family as we nurture, educate, and encourage the growth of your child.

All four of my children are current students at Faith Christian Academy, which gives me a unique appreciation for the journey our families are beginning. During these important early years, we are intentional about supporting each child's academic, social, emotional, and spiritual growth while preparing them for their next chapter.

We would love to see our Little Lions continue their educational journey at Faith Christian Academy, where the elementary hallway is right around the corner from us. To help make that transition familiar and seamless, we are creating opportunities for our preschool students to experience elements of the broader FCA program, including Agricultural Science and Spanish at the preschool level.

Most importantly, we want each child to know that they are loved, valued, and uniquely created by God. It is our privilege to partner with you during these foundational years, and we look forward to watching your Little Lion learn, grow, and flourish.

Thank you for entrusting your child to our care. I look forward to getting to know your family and serving alongside you throughout the school year.

Thank you,

Rebecca Detweiler
Executive Director
FCA Little Lions Preschool and Childcare
rdetweiler@my-fca.com | Ext. 3108

Mission Statement

FCA Little Lions Preschool and Childcare exists to nurture each child's God-given potential through loving care and purposeful learning grounded in a biblical worldview. As our Little Lions explore, discover, and grow, we intentionally model kindness, encourage individuality, and recognize that every child develops in their own unique way and at their own pace.

We celebrate each milestone - both big and small - and partner closely with families to understand how each child learns best. Through meaningful relationships, developmentally appropriate experiences, and Christ-centered teaching, we seek to build a strong foundation for children to grow academically, socially, emotionally, and spiritually.

Our goal is simple: to know each child, love them well, and help them become who God created them to be.

Our History

In 1973, Pastor David Auckland, founder of Faith Baptist Church of Sellersville, founded Faith Christian Academy (FCA) with a vision to provide children with a strong academic education grounded in biblical truth. Shortly thereafter, he recognized the importance of reaching children during their earliest and most formative years, and Noah's Ark Preschool and Childcare was established as an extension of that vision.

For more than five decades, Noah's Ark served children and families by providing a nurturing, Christ-centered environment where young children could learn, discover, and grow. Generations of families have been impacted by the dedication of teachers and staff who understood that these early years are about far more than preparing children for school - they are an opportunity to build a foundation of faith, character, curiosity, and a lifelong love of learning.

As the ministry grew, so did Faith Christian Academy. In 2020, when Faith Christian Academy relocated from Sellersville to





its new campus in Quakertown, Noah's Ark expanded with it, opening a second preschool and childcare location in Quakertown while continuing to serve families at its original Sellersville location. This provided an opportunity to extend the longstanding ministry of Noah's Ark into the Quakertown community while maintaining the same Christ-centered foundation that had shaped the program for decades.

In 2026, Faith Christian Academy entered a new chapter in its preschool ministry. Following the sale of the original Sellersville location, FCA made the intentional decision to focus its preschool and childcare efforts on serving families in the Quakertown community. As part of this new chapter, Noah's Ark Preschool and Childcare became FCA Little Lions Preschool and Childcare, creating a more unified identity with Faith Christian Academy and strengthening the connection between our youngest learners and the larger FCA community.

While the name has changed, the heart of the ministry remains the same. Little Lions proudly carries forward the rich history and foundation established through Noah's Ark while continuing to provide children with loving care, purposeful learning, and a biblical worldview during these important early years.

As we look toward the future, we remain grateful for the families, teachers, administrators, and students who have been part of our story. Their faithfulness has helped shape who we are today and continues to inspire our commitment to know each child, love them well, and help them become who God created them to be.

Enrollment

Enrollment at FCA Little Lions Preschool and Childcare is open to any child between the ages of 8 weeks and 5 years. It is imperative that we ensure we can meet the needs of your family now and into the future. Therefore, enrollment is granted on an individual basis after a family interview with the Executive Director. It is then the parent's responsibility to secure their child(ren)'s enrollment by completing all required documentation as well as paying an enrollment fee to the center before beginning the program. All required documentation can be found in the New Family Enrollment Packet. FCA Little Lions Preschool and Childcare relies on honest information from families regarding their child's needs to determine if the school is able to meet those needs. If a family does not disclose those needs, including behavioral concerns, FCA Little Lions reserves the right to terminate enrollment.

Registration

A non-refundable registration is collected from a family once they have been accepted into our program. Before beginning the program, a family will secure their spot by paying a one-time family registration fee of \$350.

At the start of each academic year, a curriculum supply fee will be charged for each student to cover classroom supply costs for the year, including curriculum. The cost of the annual supply fee is \$150 per child.

Dismissal/Withdrawal Policy

Dismissal of any student is at the sole discretion of the Executive Director, at any time. If a family chooses to withdrawal from FCA Little Lions Preschool and Childcare, a two-week written notice to the main office is required. Any tuition balances are expected to be paid on or before the student's last day of attendance.

Tuition

FCA Little Lions Preschool and Childcare uses Lillio billing to assess and collect all tuition fees. Each family will have an account, accessible on the Lillio App, which details tuition charges for each week. Payment processing is available on the app and can also be set up as auto-payments through your credit card or bank account. Parents are responsible for any transaction fees associated with online payments. Credit Card payments hold a 2.9% processing fee and bank account transactions (ACH) carry a \$0.60 charge per transaction. If you prefer to pay with checks, please make all checks payable to Faith Christian Academy. FCA Little Lions cannot accept any cash payments for Tuition.

Payments can be made weekly, bi-weekly, or monthly, depending on what works best for your budget. If you do plan to pay monthly, please pay for the month in advance at the beginning of that month. If your account carries a balance for more than



2 weeks, you may be asked to leave the school. FCA Little Lions requires all parents to pay their outstanding balances before we will send student records and transcripts to other schools (for transferring and graduating students).

Payment is required for the days in which you have reserved for your child, regardless of if they are in attendance. Absences due to illness, appointments, or other causes do not reduce tuition charges.

If your family has a scheduled vacation, tuition charges for the week will be voided IF: you notify the office in writing at least two weeks in advance, AND your child(ren) will be absent the entire week, Monday through Friday. Families will be granted two vacation weeks throughout the school year, not including the Thanksgiving and Christmas holidays. Any absences beyond two weeks will require full tuition payment. **See exception in next paragraph regarding FCA Spring Break week.* Leave of Absences will not be granted, with the exception of Summer Session Breaks.

During the Thanksgiving, Christmas, and New Year's weeks your tuition will be adjusted to the daily rates or weekly tuition, whichever is the lesser charge. A \$20 per week discount will be applied to subsequent siblings from the same family IF both children attend full-time. Part Time tuition does not qualify for a tuition discount. **In addition, families who have children enrolled in both FCA Little Lions Preschool and Childcare and the Academy may receive an adjusted tuition rate during FCA's scheduled Spring Break week. This accommodation is intended to support families with children enrolled across both programs and does not constitute an additional vacation week for preschool-only families.*

Teachers and Staff

All of our teachers and staff have been carefully selected based on their education, experience, and love of young children. Upon hiring, teachers are required to submit a Criminal Background Check, FBI Clearance, Child Abuse Clearance, National Sex Offender Verification Clearance, and Mandated Reporter Certification. All clearances and health appraisals are updated throughout the employment period following the requirements of the Department of Human Services. Teachers and Staff are also certified in CPR/AED/First Aid, emergency preparedness training, and complete ongoing Early Education Professional growth studies.

Communication

FCA Little Lions Preschool uses the Lillio application to communicate with parents. Upon enrollment, all registered parent emails will receive an invitation to join Lillio. Once registered, parents will receive daily updates regarding their child's care, curriculum, activities, photos, etc. Parents and teachers have the availability to communicate directly via message on the app to discuss any questions or updates about your child throughout the day.

Any questions or updates can be communicated with the office via a Lillio message. Parents are also encouraged to email our Executive Director, Rebecca Detweiler, at rdetweiler@my-fca.com or call extension 3108 with any concerns. Our Director has an open-door policy, where parents are invited to stop in at any time to speak with her. Parents may also request to schedule a formal meeting with Rebecca Detweiler. Parents may request a formal meeting with their child's teacher as well. Often, teachers are focused on the classroom during arrival and departures and are not able to have an in-depth conversation. Parents should feel free to request a scheduled meeting with their child's teacher regarding any concerns.

Curriculum

FCA Little Lions Preschool follows Pennsylvania Early Learning Standards. Each classroom is set up in learning centers where children can learn and discover new things through play. The Pennsylvania Early Learning Standards are used when the teachers create lesson plans and identify the milestones each age group should be working towards.

Starting as early as our Nursery Classroom, teachers implement daily lesson plans and curriculum. The Nursery and Crawler classrooms use a DiscipleLand curriculum curated specifically for infants. Parents will also be updated regularly with photos and descriptions of your child's activities during the day. For every other classroom, each age group is supplied with faith-based curriculum designed by Abeka and Bob Jones University Press, focused on the developmental, social, and spiritual needs of that child. The curriculum is then enhanced through multiple learning modalities designed by our teachers for reinforcement. Teachers use a variety of learning tools including books, art, songs, activities, and centers so that learning is a positive and fun experience for all children. From K1 through Accelerated Pre-Kindergarten, your daily Lillio report will have a description of the classroom activities and focus for that day. You will also be updated regularly with photos and descriptions of your child's activities during the day.

Parent/Teacher Conferences

Parent/Teacher conferences are scheduled for our Pre-Kindergarten around February and as needed with the discretion of the teachers. Parents are strongly encouraged to attend this conference as it is an opportunity to speak with our educators regarding your child's educational and emotional strengths and weaknesses and their readiness to move on the following year.

Early Intervention Services

FCA Little Lions welcomes children of all abilities and is committed to providing developmentally appropriate learning experiences. We partner with parents and other professionals to provide the support the children need to become all that God intended. If a parent has concerns regarding the development of their child, FCA Little Lions supports and encourages them to schedule an evaluation through the appropriate Early Intervention Services, based on your home address:

Birth-3 Years

Bucks County Early Intervention
St. Luke's University Health Care Network/Penn Foundation
267-404-5069

Ages 3-5 Years

Bucks County Intermediate Unit
www.bucksiu.org
Courtney O'Brien: 215-348-2940 x.1712

Birth-3 Years

Montgomery County Early Intervention
610-277-7176
EIContacts@montgomerycountypa.gov

Ages 3-5 Years

Montgomery County Intermediate Unit
www.mciu.org
610-755-9400

We believe that most children benefit from an inclusive environment, and work towards supporting every child within our classrooms. We seek to offer tools and options for children and parents to manage behaviors that interfere with learning or classroom safety. If a child's behavior poses a safety threat to themselves, their peers, or their teachers and is repetitive in nature, FCA Little Lions will discuss options with any Early Intervention services for an alternative placement. Dismissal of any student is at the sole discretion of the Executive Director, at any time.

Confidentiality Policy

Information about a student and their family is to be kept strictly confidential. Under NO circumstances will a teacher share information about a student with another teacher, another parent, nor the students. If a teacher feels that a student would benefit from others being aware of their information, the teacher will discuss options with the Executive Director and parents before sharing any sensitive information. Photos and information are shared with parents via Lillio, and each parent signs a Lillio Agreement upon enrollment that ensures parents are not to share photos outside FCA Little Lions.

Required Records

Enrollment Form: Required to be completed in its entirety. A new form is required for each school year. If any information on the form should need to be updated throughout the year, please contact the office. Schedule Form: Required to ensure a position is available for the days/times your child will be in attendance. Also includes approximate drop-off and pick-up times. FCA Little Lions/Lillo Participation Agreement: Required for use of our parent app to share daily reports, photos, and messages. Ensures that your child's photo is not shared outside the facility unless written permission is given on your Enrollment Form. Health Assessment: An updated health assessment is required every 6 months for children under 2, and once per year for children 2 and older. These forms are typically generated by your pediatrician's office at each well-check appointment. They include necessary information on emergency care for your child, as well as any allergies and immunization records. Please submit them to the Office after each well-check to ensure your child's health record remains up to date.

Security

FCA Little Lions makes the safety and security of the children a priority. Every access point in the building is controlled via an electronic security system that locks as soon as the door closes. Each parent is issued individual access via their personal mobile device that allows entry to the building during operating hours. When you are entering or leaving the building, please do not hold the door open for anyone to enter. They must enter using their own unique access mode. If they do not have



access, they must ring the doorbell so that an administrator can assess the reason for their visit and accompany them through the building.

A system of video cameras gives the Executive Director access to real-time visualization of the classrooms and property, allowing for an added layer of security. All visitors must sign in and out with our main office upon arrival and will not be permitted into the facility without proper authorization. FCA Little Lions and Faith Christian Academy employ two full-time School Resource Officers, with one officer serving at each of our two locations. Our armed Officers are professional policemen trained and certified in the very specific area of school safety.

Toilet Training

Toilet training is an important step toward independence, and we believe it should be a positive and encouraging experience for each child. The process begins at home, and we ask families to maintain open communication with their child's teacher about progress, routines, and strategies that are working well. Our teachers are happy to partner with families as children work toward this important milestone, recognizing that each child develops at their own pace and on their own timeline.

Most children begin toilet training while in our K2 department and are fully trained by the time they reach K3. During this process, please provide plenty of spare clothing and shoes, as accidents are a normal and expected part of learning. Our teachers approach toilet training with patience, encouragement, and positive reinforcement. Children will never be shamed for an accident or forced to use the toilet. Together with families, we strive to make toilet training a supportive experience that builds confidence and helps each child grow in independence.

Discipline Policy

FCA Little Lions Preschool strives to help families lead children towards obedience and wisdom through discipline that shows love, mercy, and grace. Communication and partnership with parents is highly valued at FCA Little Lions as we work together to guide children to their highest potential. Our teachers are always available to discuss your child's progress and any concerns you may have. The teachers at FCA Little Lions hope to build relationships with parents so that both can communicate the needs of the child in an open and honest way.

Our teachers use positive guidance and redirection throughout the day. Children will receive multiple reminders to make good choices, and will understand at an age-appropriate level that poor choices lead to consequences. We encourage children to apologize when necessary and show empathy. Teachers will speak to a child on their level, use breaks as necessary, and as a last resort, a child will be taken to the main office for a cool-down period.

Any concerns about a child's behavior are documented in their daily reports via the Lillio app. If a concerning behavior becomes repetitive, so that it disrupts the classroom or becomes a safety issue, the Executive Director may call a meeting with the parents and teachers to discuss strategies for behavioral changes. FCA Little Lions Preschool reserves the right to dismiss a child at any time.

Arrival and Departure Procedures

Arrival: Parents are expected to leave their children's lunchbox and cup in their assigned Refrigerator in the lunchroom and then walk their child to their classroom. The teacher will check each child in using the Lillio App. Parents should also ensure that any appropriate supplies are left in the child's assigned cubby including coat, backpack, spare clothes, diapers, wipes, etc. Please make sure all supplies are labeled with your child's name. Any blankets or lovies shall be brought in clean at the beginning of the week, and taken home on your child's last day of the week to be washed before returning. Any items supplied by FCA Little Lions, including crib sheets, spare blankets, and bibs are washed on the premises. Please speak with your child's teacher at drop-off about any pertinent care information they may need for the day, including schedule changes, student pick-up, or concerns you may have.

Separation: Transitioning from a parent or caregiver into the preschool classroom is an important developmental milestone for every preschooler. Although it can be difficult to leave when your child is having trouble separating, please trust that our teachers are well trained to support children through these moments and help them develop confidence and independence. Parents can best support this transition by communicating happiness and confidence in their child's well-being, clearly stating when they are leaving, and then following through with the departure. Please avoid leaving without saying goodbye, as this can be unsettling for a child who may feel that their parent has suddenly disappeared. If your child needs additional



reassurance, their teacher will be available to provide one-on-one comfort and support as they transition into the activities of the day.

Departure: parents should gather their children's lunchbox and cup, as well as any personal belongings that may need to go home, and then proceed to their child's classroom. If the class is in an area outside their classroom, such as the playground, gym, or cafeteria, a note will be posted on the classroom door. Please speak with the teacher regarding your child's day, and ensure that the teacher has checked them out on the Lillio App before leaving. Our doors close promptly at 5:30 pm. Please arrive with enough time to speak with your child's teachers, gather your child and their belongings, and exit the building no later than 5:30 pm.

Special Circumstances

Late Pick-Up: FCA Little Lions Preschool closes at 5:30 pm. If your child is not picked up before 5:30pm, you will be charged \$1.00 per minute per student. If an emergency has kept you from picking up your child by 5:30pm, please call the office and alert an administrator. Special Pick-up: If an adult other than a parent is picking your child up from FCA Little Lions, a written note must be sent to your child's teacher for each instance of pick-up. We do not permit general permission for pick-up for anyone other than a parent or guardian. The easiest way to leave a note for your child's teacher is through the Lillio App. If it is an emergent situation, please call the office and speak to an administrator regarding changes to your child's planned pick-up. Weather Closings/Delays: Delayed start times, early dismissals, and closures will be communicated to all parents via text message from the Lillio App. Please ensure that all mobile numbers necessary are registered with Lillio. Delayed start times will be communicated no later than 6am on the morning of severe weather, and earlier whenever possible. We do NOT follow Faith Christian Academy when deciding to close. We will stay open if at all possible. Holidays: Parents are provided a yearly holiday schedule at the beginning of each school year, with closures and observances. FCA Little Lions Preschool and Childcare is closed in observance of the following holidays: New Year's Break, President's Day, Good Friday, Memorial Day, Summer Session Teacher In-Service Day, Independence Day, Back to School Teacher In-Service Day, Labor Day, Thanksgiving Break, & Christmas Break.

If your family has a scheduled vacation, tuition charges for the week will be voided IF: you notify the office in writing at least two weeks in advance, AND your child(ren) will be absent the entire week, Monday through Friday. Families will be granted two vacation weeks throughout the school year, not including the Thanksgiving and Christmas holidays. Any absences beyond two weeks will require full tuition payment. Leave of Absences will not be granted, with the exception of Summer Session Breaks.

Supplies

Labeling: Please label everything brought into FCA Little Lions with your child's name. Diapers and Baby Wipes: We ask that you supply diapers and wipes for each child, as appropriate. Extra Clothes: Each child should have an extra set of seasonally appropriate clothes that can be kept in the classroom. Blanket/Stuffed Animal: Children may bring these in for nap time. They should go home at the end of each week. Lunch/Snacks: Please provide a packed lunch for your child each day as we do not provide lunches. They will also need a morning and afternoon snack, in a lunchbox. Please provide a water cup. Lunchboxes and cups must be labeled. Please note the following foods are considered choking hazards and will be returned home unless: ☐ Hot Dogs-Must be cut lengthwise ☐ Grapes/Cherry Tomatoes-Must be cut lengthwise (round grapes are still a considerable choking hazard) ☐ Popcorn-Not allowed **Each individual teacher may request other supplies

Health Policy

We care deeply for the health and safety of our students. Please review the rules and guidelines outlined below to ensure the best possible health for all children. We reserve the right to refuse admission to any child who, in our opinion, may possibly spread a disease or illness to the other children. Please do not bring a child to school if any of the below conditions exist. In the event you are unsure as to whether your child should attend, please contact Rebecca Detweiler, who will coordinate with FCA RN as needed.

Immunizations

Records of immunizations will be requested upon registration, and every 6 months for those under age 2, as well as yearly for those students aged 2 years and older. All children are required to either be immunized or to have a medical or religious

exemption on file in the school office. Non-immunized students might be prohibited from attending school if an outbreak occurs for which they have not been immunized.

Fever

When a child's temperature is 101.0 degrees or more, we will notify a parent promptly. If no fever is present, but we conclude the illness (vomiting or diarrhea) warrants it, we will notify you and request that you pick up your child. Each child is expected to be fever free for at least 24 hours, without the use of medications, prior to returning. In cases of vomiting or diarrhea, each child is expected to be toileting and eating normally for at least 24 hours prior to returning to care.

Infectious Conditions

If your child has been diagnosed with an infectious condition, please notify FCA Little Lions as soon as possible. If your child has any of the following conditions, these are the requirements for readmission: 1. Any condition requiring antibiotic treatment—24 hours must elapse after the start of the antibiotic. 2. Pink eye or conjunctivitis—Antibiotic eye drops must be administered for a minimum of 24 hours before returning to care, and without any obvious discharge. 3. Ringworm and Impetigo—after appropriate treatment, child must be judged “non-infectious” by a physician. 4. Head lice—after recommended treatment there must be no live nits visible. 5. Any contagious childhood illness such as Measles, Mumps, Rubella, or Chicken Pox requires clearance from a physician before return to care, as they can be contagious past 24 hours of symptom resolution. 6. Child sent home with a fever, diarrhea, vomiting, sore throat, rash or earache—we ask that you keep your child at home for the next 24 hours after the fever, vomiting, or diarrhea has subsided. 7. Positive Flu or Covid-19 test—Child must be fever free, without medication, for 24 hours, have an improvement in symptoms, and meet the most recent return-to-care guidelines. 8. Open wounds or lesions—in order to prevent contamination or infection to the child or other children, we ask that all open wounds and lesions be covered during the child's time at school. 9. In the case of any immune-suppressed disease, we ask that the child not attend if they have any indication of current illness, including: a fever, coughing and sneezing, rash, pink eye, flu like symptoms, vomiting, or diarrhea.

Dispensing of Medication

FCA Little Lions will administer a medication your child requires during center hours. Prescription and non-prescription medications will only be given if: ☐ Medications are in their original, labeled container; Prescribed medications must have their prescription label. ☐ The Medication log has been fully completed and signed by a parent for each individual medication. ☐ Any weight-based medication requires a physician's note with dosage, indication for administration, length of time the order is effective, child's name, and physician's signature. ☐ Any medication administered will be recorded on the medication log and in the child's Lillio report.

Incident Reports/Injuries

Incident reports are sent home if your child incurs an injury while in our care. Incidents and injuries are documented in your child's daily report on Lillio. Each report will include how and where the injury happened, how it was treated, and if a parent was called. Small injuries, such as cuts and scrapes are handled by our teachers. For more significant injuries, and certain special circumstances, the FCA RN will be consulted by the Little Lions Director. If an emergency should arise while a child is in our care, we will call 911. Parents will be notified immediately and the director or administrator will accompany the child to the hospital and stay with the child until a parent/guardian arrives.

Celebrations/Food Allergies

We encourage students to celebrate their birthday with their friends at school. Please feel free to send in a special treat for the class to share. Please let your child's teacher know ahead of time if you intend to send in a treat. All parents must give written permission for their child to participate in a special snack. By alerting your teacher ahead of time, they can be sure to get permission for all classmates to participate.

FCA Little Lions does not restrict food items from entering the facility. Students with special dietary restrictions or allergies are separated from those who have allergen-containing food. It is of the utmost importance that parents notify Rebecca Detweiler of any known allergies or changes to a child's treatment plan. All students with allergies are denoted on a FCA Little Lions Allergy List. Epi-pens and anti-histamines, as prescribed, are kept on the premises. Please contact Rebecca Detweiler regarding your child's care plan for any allergies.

Starting your Child at FCA Little Lions Preschool

As you plan to start your child in a pre-school/childcare setting, you must have many questions about those first few days. We would like to try and answer the most common ones to make those first few days of transition as smooth as possible for you and your child.

Daily Schedule

If you drop your child off early in the morning (any time before 7:30) and you would like them to eat breakfast here, we would be happy to help. You can either bring their breakfast with them or leave a labelled box of waffles or frozen pancakes in the freezer. When you pick up after 3pm, your child's class may be in the lunchroom, playground, gymnasium, or in a different classroom. As students depart, the classes combine in order for the teachers to leave for the day. Once you begin to pick up consistently around the same time each day, you will learn your child's class routine and know where they usually are at your pick up time. The teachers will also put a sign up on the classroom door to let you know which room they are in or if they are outside. A daily class schedule will be provided to you when your child is enrolled. This schedule will let you know when the class is in circle time, gym time, lunch time, rest time, etc.

Snacks and Lunch

Your child's class has a labeled Refrigerator in the lunchroom where you can put their lunch box. There is a sign above each section with the class name displayed. You may put the lunch box anywhere on the shelf underneath their class name. It is very important to have the lunchbox and drink cup labeled so that the teachers can be sure each child is getting their own cup. Especially when children have identical cups!

Clothing

Please bring in 1 or 2 sets of seasonable clothing in a Ziploc bag, labeled. If your child needs a change, we can wash the soiled clothes and put them in the bag for later. Or we can rinse them out and send them home to you if you prefer.

Miscellaneous Items:

You can bring in a blanket or comfort item from home to keep here during the week. This will stay in their bin for sleep times. You can then take it home on the weekends to be washed.

Billing/Payments

Our financial brochure explains making payments on a weekly, biweekly, or monthly schedule. It also talks about payment options. The financial brochure is included in new Enrollment packets, each year in the Re-Enrollment packets, our Back to School packets, and published on our website. Please see the section titled Tuition in our Handbook or our Financial Brochure for our billing policy regarding sick days, vacations and holidays.



2026-2027 Family Handbook Acknowledgement

I acknowledge that I have received a copy of FCA Little Lions Preschool and Childcare's Family Handbook and have read, understood and agree to abide by the policies and conditions in it.

Name of Child(ren)

Printed Name of Parent

Signature of Parent

Date Signed

