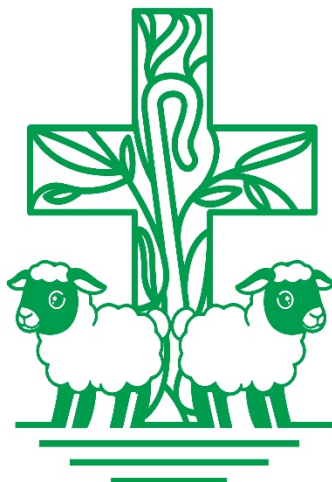


The Good Shepherd's Little Lambs Preschool



SHARING CHRIST, FEEDING LAMBS

Parent Handbook
2025-2026 School Year
www.gslctacoma.com

Dear Families,

Welcome to all of you and thank you for choosing The Good Shepherd's Little Lambs Preschool for your child. Our desire as a congregation and school is to provide the best in Christian education for your families.

As the staff at The Good Shepherd's Little Lambs Preschool, we invite you to join us for worship, Sunday School, and other activities as well. We are glad to be of service to you. If you have questions or would like more information about The Good Shepherd's Little Lambs Preschool, call us at the preschool office, 253-474-4214.

We look forward to meeting you and your children throughout this year. May God bless you as you strive to be good parents and loving families.

In Christ,

Bonnie Huset, Preschool Director & Teacher
preschool@gsllctacoma.com

Diana Tremain, Assistant Director & Teacher
llpsteacher@gsllctacoma.com

Pastor, Joel Schuldheisz
pastorjoel@gsllctacoma.com

Beth Hobson, Church Office Administrator
secretary@gsllctacoma.com



Dear Preschool Parents:

Welcome to The Good Shepherd's Little Lambs Preschool. We look forward to providing your child(ren) with the best learning environment possible.

The purpose of this handbook is to acquaint you with our goals, curriculum, policies, and school calendar. Keep this book handy during the year for a quick reference. As partners with you in the education and Christian training of your child(ren), we at The Good Shepherd's Little Lambs Preschool are eager to work with you in this important task.

With peace and joy,

Bonnie Huset, Director / Preschool Teacher

Diana Tremain, Assistant Director / Teacher

Ruth Gerken, Preschool Board Chairperson

Tammy Boudreau, Preschool Board Treasurer

Vicky McGee, Preschool Board Member

Carol Mahaffie, Preschool Board Member

Shanella Erickson-Strub, Preschool Board Member

Nikki Shannon, Preschool Board Member

**“For it is by grace you
have been saved, through
faith...it is a gift of God.”
Ephesians 2:8**



Our Mission Statement

Sharing Christ, Feeding Lambs

Our Mission and Philosophy

Early childhood is a time for happy and carefree days, with ample time to play, learn, and grow. In keeping with the command of Christ to “Let the children come to me, do not hinder them; for to such belongs the Kingdom of God” (Mark 10:14), and in keeping with the constitution of Good Shepherd Lutheran Church “to administer to the religious instruction of youth,” Good Shepherd has established a Christian preschool to provide a joyful, loving environment, to build a spiritual frame of reference for living, and to create a ground work for their further education.

Program Description

Our program is designed to provide spiritual, physical, mental, and social experiences at the developmental level of the preschool child. Activities are Christ-centered, showing God’s love and guidance in all areas of Christian living. The program is flexible and varied, encouraging experimentation and creativity.

Non-Discrimination Statement

The Good Shepherd’s Little Lambs Preschool admits children of any race, religion, color, gender, and national or ethnic origin and gives to each all the rights, privileges, programs, and other activities of the preschool.

Our Goals

To provide children with the opportunity to:

- Develop a personal relationship with Jesus Christ.
- Acquire basic Bible knowledge.
- Develop social skills based on a Christian value system.
- Have an introduction to basic academic concepts.
- Develop self-respect, self-worth, and self-understanding.
- Develop independence, self-motivation, and a positive attitude.
- Develop and use the senses in learning processes.
- Develop large and small muscle coordination.
- Recognize the uniqueness of him / her and others.

Curriculum Goals

To accomplish these goals, our staff will:

- Provide a rich variety of independent and small group activities that stimulate the child's thinking and learning.
- Structure the classroom so the child learns from the other children as well as from the teacher.
- Provide interesting information and materials that represent the physical and social world.
- Provide interesting information about the physical and social world so the child will be motivated to learn more.
- Model the use of academic skills (reading, math, etc.) so the child sees purpose in the process of acquiring these skills.
- Provide a learning environment that encourages active experimentation.

Curriculum Areas

Spiritual Growth

Providing the child with the opportunity to develop a personal relationship with Jesus Christ through the Word of God and grow in the Christian faith. Activities include Bible stories, songs, prayers, and worship times.

Communication

Preparing the child for oral and written communication through basic communication skills of speaking, listening, repeating, and recall.

Academic Readiness

Preparing the child for reading, writing, mathematical and scientific awareness through exposure to relating symbols to abstractions, providing a print rich environment, engaging in mathematical concepts and relations, and providing experiences to foster an appreciation for learning.

Social / Emotional

Activities designed to acquaint the child with the uniqueness of each individual person and the people around them. Experiences to gain an appreciation and understanding of nature, conservation, and the world around him / her.

Motor Skills

Activities provided to promote the development of fine and gross motor skills and coordination with tactile discrimination.

Fine Arts

Songs, rhythmic activities, and creative movement along with exposure to different medium for crafting work and creating works of art through the process of exploration designed to make the child aware and sensitive to the sounds and sights that surround him / her.

Play / Centers

Play is an important way for the child to learn. All curriculum areas are incorporated into their play / centers time throughout the day and year. Meaningful learning occurs through the opportunity and experimentation of free play / centers that increases their awareness, skills, creativity, and understanding of their environment.



**“Train a child in the way he should go, and
when he is old, he will not turn from it.”**

Proverbs 22:6

General Information

A. Enrollment & Registration Policy

1. Children must be 2 ½ on or before August 31st to be enrolled in the 2-day preschool class; age 4 by December 31st to be in the 3-day preschool class; and age 4 on or before August 31st to be in the Jr. K program with the intent to attend kindergarten the following year.
2. Child must be toilet trained, *except for 2-day preschool*.

Forms must be in by child's first day of school. Requirements include:

1. A signed registration / health form for each child.
2. Waiver and liability form.
3. A copy of required state immunizations.
4. A **nonrefundable registration and supply fee** of \$175.00

B. Tuition

Tuition is due on the first day of class each month, starting in September. A **\$25.00 late fee will be charged after the 10th of each month**, unless otherwise prearranged. (Please speak with director in advance.)

Tuition costs:

Preschool 2 day: \$1,980.00 per year or \$220.00 per month for nine months.

Preschool 3 day: \$2,925.00 per year or \$325.00 per month for nine months.

Jr. K 3 day: \$3375.00 per year or \$375.00 per month for nine months.

Jr. K 5 day: \$4,950.00 per year or \$550.00 per month for 9 months.

- * Discuss with the director any special circumstances concerning payments.
- * Pay with cash, check, or money order. Cash will be accepted if exact and given in an envelope clearly marking what it is for and who it is from.
- * Checks must be made payable to: **Good Shepherd Lutheran Church**.
- * Online payments through the web site are available.
- * 30-day delay in payment may result in suspension.
- * ***Tuition is figured on a yearly basis and is not refundable for absences, family vacations, school closures due to weather, scheduled holidays.***
- * **Discounts:**
 - If tuition is paid in full by September 10, 2025, a discount applies.
 - 10% discount for 2nd child's tuition. A 3rd sibling will receive 15% off.
- * The fee for returned checks will be \$25.00.

C: Calendar

September 2, 2025	First Day for Preschool & Jr. K.
September 28, 2025	Sunday Sundaes
October 13-17, 2025	District Educators Conference/ Teachers In Service Days
November 10, 2025	Veteran's Day
November 27 & 28, 2025	Thanksgiving Break
December 14, 2025	Christmas Program
December 22 – Jan. 2, 2026	Christmas Break
January 5, 2026	Resume School
January 19, 2026	MLK Jr. Day
January 25, 2026	Science Sunday
February 13 - 16, 2026	President's Day Holiday
March 22, 2026	Music and Muffins
April 6 - 10, 2026	Spring Break Week
May 2, 2026	Hot Dogs and Happiness
May 28, 2026	Last Day for Preschool
May 29, 2026	Last Day for Jr. Kindergarten

D. School Closure Policy

In case of inclement weather, follow the Tacoma School District closures that are announced on the radio for full day closures. If schools are two hours late, we will meet one hour later, at 9:45 am. **Classes missed because of inclement weather will be made up after two days are missed per class.**

E. Class Times and Days

Preschool - 2-day (Age 2 ½ - 3)	Tuesday, Thursday 8:45 – 11:45 am
Preschool – 3-day (Age 3 ¾ - 4)	Tues., Wed., & Thurs. 8:45 – 11:45 am
Jr. Kindergarten – 3-day (Age 4 – 5)	Tues., Wed., & Thurs. 8:45 – 12:15 pm
Jr. Kindergarten – 5-day (Age 4 - 5)	Monday – Friday 8:45 – 12:15 pm

F. Class Size and Teacher Ratio

Preschool 2 days has a 1-7 ratio. Preschool 3 days has a 1-8 ratio.
Jr. K has a 1-10 ratio.

G. Absences and Attendance

Call the preschool office @ 253-474-4214 or e-mail preschool@gslctacoma.com (Mrs. Huset's class) or lpsteacher@gslctacoma.com (Mrs. T's class) if your child(ren) will be absent.

I. Arrival and Departure

For pick up we are asking caregivers to wait in front hallway, and the child will be released after visual contact of caregiver.

Notify the teacher in writing if there are any changes in who is authorized to take your child from the preschool. Pick up your child promptly at the end of the class. We will need identification for persons unknown to us.

J. Clothing

Since the child(ren) will be involved in a variety of activities, dress your child in washable sportswear. Outdoor clothing appropriate for ever-changing weather conditions is necessary. Closed-toe shoes are recommended for our playground. Children should gradually learn to manage their clothing without assistance. Teach your child(ren) to put on, zip, button, snap, and Velcro clothing to be worn at school.

K. Discipline

Part of training is that of self-control. We believe that busy, interested children seldom misbehave. Misbehavior will be handled by removing the child(ren) from the situation, clearly explaining the misbehavior, and discussing more appropriate behavior and / or respect for the rights of others. Children will be reassured of our love and concern when disciplined.

If misbehavior is severe, parents will be informed as soon as circumstances permit, and will be requested to discuss the misbehavior with their child(ren). If misbehavior persists, a consultation will be requested between parent and teacher. We do reserve the right to have child(ren) removed from our Preschool.

L. Fundraisers

Throughout the school year we have a few fundraisers. Your participation is very much needed and appreciated.

M. Parent / Teacher Conferences

Parent / Teacher conferences will be held in January and open to all families on an individual basis. Parent / Teacher conferences will be conducted as requested by a teacher or parent as needed throughout the year. Student assessments are done in September, January, and May.

N. Snacks

We ask all families to supply their own child with a **nutritious, low-sugar** snack. Table manners, social interaction in acceptable ways, and becoming acquainted with a variety of nutritious foods are some of the skills learned during snack time. **Please bring snack ready for your child to eat and a water bottle or cup for water.** Here are some suggestions for snack time:



Cheese sticks / slices

Yogurt / Gogurt

Crackers, Rice cakes

Apple / Berry sauces

Vegetables / Fruit cleaned, peeled, & cut if needed

Special treats for your child's birthday are welcome; however, they will need to be store bought and brought in an unopened package. A snack from your cultural background is also welcomed on this day for the class if it is also prepackaged.

O. Health and Wellness Policy

State guidelines require that we have only healthy children at school. Sick children should be kept home to prevent spreading germs to their classmates and teachers. Please have your child checked by your doctor if he / she has high fevers, rashes, stomach pains, ear infections, severe congestion, etc. Whenever a child has had a fever, keep him / her home for another 24 hours after the temperature has returned to normal. Children who are sent to school when they are not well are usually listless, cranky, and uncomfortable. **If you think your child is ill, do not send or bring him / her to school, even if he or she wants to come. Parents shall abide by the teacher's judgment if the teacher feels the child should be kept home or sent home.** Notify the school about **any** contagious disease your child has, such as measles, mumps, impetigo, chicken pox, pink eye, or COVID-19.

P. Medication Administration

If your child takes a medication, it must be administered before or after class by you. **Our staff will not administer medication.** If your child has allergies or asthma, please let us know and proper steps will be taken to ensure the safety of your child with the appropriate paperwork on file.

Q. Emergency Procedures

In case of sudden life-threatening illness or injury, we will call 911. You will be notified of the situation as soon as possible. ***Two emergency numbers must be on file on your child's registration form.*** If you or the person(s) listed cannot be reached and your child needs to be transported to the hospital, we will call an ambulance at the parent's expense. One staff person will accompany the child to the hospital.

In case of a community emergency such as a snowstorm or earthquake, we will keep your child at school until someone with proper authorization to pick him / her up arrives. If we need to evacuate our center for any reason, information will be available at our site. Concordia Christian Academy is our catastrophic emergency evacuation site.

We practice fire, earthquake, and lockdown drills.

R. Child Abuse, Neglect and Exploitation

Our school is required by law to report to the proper law enforcement agency any suspected or known child abuse, neglect, or exploitation.

S. Private Party Invitations

We ask that you do not have your child give out party invitations at school unless **everyone in child's class** is invited. Hurt feelings are inevitable if children in the class know they are not invited to a party.

T. Parent Participation

Parents may help prepare materials at home in advance for a teacher. We will not have parents come into the classroom to help.

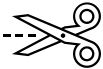
**"Oh, come, Let Us Sing to the Lord.
Let Us Make a Joyful Noise to Him with
Songs of Praise."**

Psalm 95



Daily schedule for Preschool / Jr. Kindergarten classes

The daily schedules are flexible and used as a guide to maintain the flow of our 3-hour Preschool classes, & our 3.5-hour Jr. Kindergarten mornings. The following activities are included daily for all classes, with time for transitions to occur.

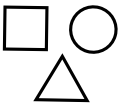


Opening Circle & Bible / Jesus Time

Learning / Experiential Centers

Craft / Art Time

Snack / Bathroom Time



Outdoor play or large motor skills

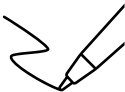


Learning / Experiential Centers

Closing Circle / Story Time

Singing / Music is incorporated into the morning

These activities are added to the morning routines if not already included as children progress in age / class:



Journal / Writing Time

Phonics

Letter / Numeral

Themed Project / Centers

Social Studies



Worship Services

Every Sunday: 9:15 am

Bible Class / Sunday School Hour: 10:45 am

Special Services

Christian Education Sunday	October 19, 2026
Thanksgiving Eve Service	Wednesday, November 26, 2025
Advent services	Wednesdays, Dec. 3 – Dec. 17
Christmas Eve and Day	December 24 & 25, 2025
Christian Education Sunday	February 22, 2026
Ash Wednesday	February 18, 2026
Lent services	Wednesdays February 25 – March 25
Palm Sunday	March 29, 2026
Maundy Thursday	April 2, 2026
Good Friday	April 3, 2026
Easter	April 5, 2026
Ascension Day	May 14, 2026
Pentecost Day	May 24, 2026



SHARING CHRIST, FEEDING LAMBS

**The Good Shepherd's Little Lambs Preschool
and
Good Shepherd Lutheran Church**

140 East 56th Street

Tacoma, Washington 98404

Preschool Phone: 253-474-4214

Church Phone: 253-473-4848

www.gslctacoma.com

Church Office Hours:

Monday – Friday: 8:30 a.m. – 4:30 p.m.

“Let Your Light Shine”

2025-2026
School theme

Based on:

Matthew 5:16

“Let your light shine before men, that they may
see your good works and glorify your Father
who is in heaven.”