

2025-2026



PARENT HANDBOOK

WELCOME TO OUR PRESCHOOL

AUMC Preschool Mission Statement

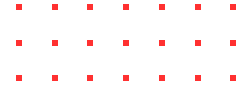



Apex United Methodist Church Preschool is committed to providing a quality Christian preschool program available to the children of our community. Our goal is to offer an environment in which children can explore God’s love through many creative activities. We believe in a developmentally appropriate curriculum that nurtures children’s spiritual, physical, emotional, social, and intellectual growth. Through Bible stories, Chapel, music, and games, children will come to know the Word of God and will discover Christ’s unique and individual love for them.

“Train children in the right way and when old, they will not stray.” Proverbs 22:6



Contact Information



 919-362-7118

 preschool@apexumc.org

 100 S. Hughes Street Apex, NC 27502

 <http://apexumc.org/preschool/>

 Brightwheel app

Preschool Administrative Staff

Director: Amanda Donaldson

Assistant Director: Janet Donovan

Business Administrator: Kelly Debevec

Church Pastoral Staff

Senior Pastor: Laura Stern

Community Life Pastor: Daeho Kang

Children's Ministry Director: Ellen Griffin

Preschool Board

Chair: Kristin Nance

Member: Kristin Foster

Member: Hannah Welch

Member: Steven Kooistra

Member: Ashley Niehaus

Member: Amanda Sink

Member: Alison James

Member: Stephanie Herndon

Member: Patrice Buffkin

Preschool Calendar



■ Dates to Remember

Meet the Teacher: 8/28/25 & 8/29/25

Labor Day- No School: 9/1/25

First Day of Preschool: 9/2/25

Coffee & Conversations: 9/10/25 & 9/11/25

Teacher Workday- No School: 9/23/25

Teacher Workday- No School: 10/13/25

Apex Fire Dept. Visit: 10/15/25 & 10/16/25

Fall Picture Days: 11/6/25 & 11/7/25

Veteran's Day- No School: 11/11/25

Thanksgiving Break- No School: 11/24/25-11/28/25

Christmas Break- No School: 12/22/25-1/2/26

Martin Luther King Jr. Day- No School: 1/19/26

Teacher Workday- No School: 1/26/26

President's Day- No School: 2/16/26

Teacher Workday- No School: 3/3/26

Spring Picture Days: 3/12/26 & 3/13/26

Teacher Workday- No School: 3/20/26

Spring Break- No School: 3/30/26-4/3/26

Teacher Workday- No School: 4/6/26

Teacher Workday- No School: 5/1/26

Last Day of Preschool: 5/22/26

***Additional special events may be added later so be sure to read our monthly newsletter for updates.**

Health Policy



■ Immunizations

Immunizations are a prerequisite for attendance at AUMC Preschool. A copy of your child's immunization record is due by the start of Preschool. Children must be up-to-date on immunizations as required by the NC Immunization Branch of NC Department of Health and Human Services.

Follow this link for more information: [NCDHHS Required Immunizations Chart](#)

■ Illness

We seek to keep illness at our preschool to a minimum. Teachers and children wash their hands with soap after using the bathroom and before eating snacks, and any other time it is needed. Classroom surfaces and toys are cleaned daily.

We must **require sick children to stay home**. If in doubt, please err on the side of caution. Specifically, children with the symptoms listed below should not be brought to school or will be sent home if the symptoms develop while at school.

Please keep your child at home when he/she has:

- * Fever or chills (temperature must be normal for 24 hours without medicine before returning to school)
- * Pink eye/Conjunctivitis
- * Sore throat
- * Nausea/Vomiting (child must be symptom free for 24 hours before returning to school)
- * Ear ache
- * Impetigo
- * Rash
- * Diarrhea
- * Persistent Cough
- * Head Lice (notify preschool)
- * Chicken Pox (notify preschool)
- * Covid-19
- * Any type of contagious disease

Keep in mind that if a child is not feeling well, he/she will not be getting much out of his/her preschool day, may be spreading illness to others, or be vulnerable to picking up something else due to a compromised immune system.

■ Medications

Our preschool does not administer medications without a written action plan from the child's physician which should be accompanied with a photo of the child. Please contact the director if you need to set up a medical action plan for your child.

General Information



Preschool Hours

Children should be on time in the mornings and picked up promptly at the end of the preschool day. Preschool hours are from 9:15am–12:15pm for regular enrollment and 9:15am-1:00pm for extended day enrollment.

Preschool office hours are 8:30am-1:30pm. The best way to reach your child's teacher or the preschool director is by sending a Brightwheel message. Please be considerate of the time of day you send your message.

Inclement Weather

For the most part, we will follow the Wake County Public School System's (WCPSS) inclement weather policy. Typically, when WCPSS is closed due to inclement weather, we are also closed. We will notify families through Brightwheel if there is a preschool closure. If WCPSS has a one or two hour delay, we will open at 10:15am. If WCPSS has a three-hour delay, we will be closed.

If we choose to make any exceptions to the WCPSS call, we will be sure to communicate this to you. The Director can excuse up to five days missed due to inclement weather. If make-up days are needed, we will do our best to make up the time.

Emergency Policy

All efforts will be made to locate parents in the event of an emergency. **We ask that both parents be able to be reached during preschool hours.** If parents cannot be reached in the event of a medical emergency, medical attention will be provided commensurate with the severity of the injury.

General Information



Curriculum

Our preschool is centered around a play-based learning environment. We strive to incorporate key elements of play—like wonder, exploration, and student agency daily. To provide predictability and security for our children, each class follows a consistent daily routine. A typical day for our children includes choice activity time, fine motor activities, circle time, music, gross motor activities/play, free-art, outside time, games, read alouds, messy sensory play and snack. We believe that the children are the curriculum. Their interests and needs drive our choices and plans.

Behavior

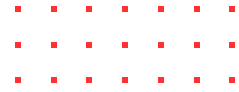
Our Preschool staff will guide your child in a positive, loving and gentle manner. We will be fair, consistent and professional. Your child's growth, development and well-being are our top priority. Part of supporting a child's social and emotional growth sometimes involves redirecting behavior. This is done by reinforcing positive behavior, talking a break when needed, visiting the cozy corner or going for a walk. If a behavior problem persists, or is severe, the parents will be contacted and a conference will be arranged, if necessary. A conference can be requested at any time by the parents or the teacher/director. We must keep the safety and well-being of all children in mind and cannot allow physically abusive behavior (hitting, pushing, biting, etc.) to persist. If a behavior problem is severe and cannot be resolved in the manner outlined, the Preschool reserves the right to dismiss the child from the Preschool.

Religious Education

We offer the children a Chapel time once a week, led by a Pastor or our Children's Ministry Director and Music Teacher. This Chapel time includes an interactive Bible story and singing. Bible stories follow the Sunday School curriculum for AUMC. All Bible stories are taught on an age-appropriate level and center around these three basics truths:

God made me. God loves me. Jesus wants to be my friend forever.

General Information



Dress

Children are encouraged to wear play clothes and closed-toe, rubber soled shoes. Daily activities include active and messy play and the children should feel comfortable enough to enjoy themselves without worrying about their clothes. We have a mulch base on our playground and closed-toe, rubber soled shoes are not only for the children's comfort, but for their safety on the playground equipment.

Your child's name should be placed in all outdoor clothing and other belongings to help assure the return of all possessions and clothes. **Please provide a complete change of clothes, in a Ziploc bag labeled with your child's name.** Teachers will store these in the classroom to be used in the event of an accident or spill.

Communication

Open communication between preschool and home is essential to building relationships and supporting our students. All communications will be shared through the Brightwheel app. **It is imperative that both parents download the Brightwheel app to their phones and have notifications turned on.** Messaging, newsletters, photos, snack calendars, special event news, etc will all be done via Brightwheel. Please get in the habit of checking it often so you don't miss out on any important information.

Receipts

Monthly receipts of payment or year-end statements will not be sent to everyone automatically. This information, along with tax documents can be accessed through Brightwheel. If you need help locating these documents or if you have any tuition/tax questions, please contact Kelly Debevec at kelly.debevec@apexumc.org.
