



2026-2027

First Discoveries

OUUMC PRESCHOOL PROGRAMS PARENT HANDBOOK

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WELCOME TO FIRST DISCOVERIES!

First Discoveries along with Discovery Day School are ministries of Oxford-University United Methodist Church. We provide a nurturing and safe preschool environment in which children feel loved, respected, and valued while they are encouraged to develop to their fullest potential socially, emotionally, mentally, physically and spiritually. Children of all faiths and nationalities are welcome.

We believe that each day should be filled with joy in learning, wonder, curiosity, and engaged investigation. **We believe** that children need time to acquire play skills so that they can learn to investigate, invent and problem-solve with complexity. **We believe** that the whole child – body, soul, and mind – should be nurtured and challenged. **We believe** that teachers and families working together in partnership provide the highest quality preschool experience.

OUR MISSION

The First Discoveries program is designed to provide opportunities for children to:

1. Grow in understanding and love for themselves, their families, and others in their world.
2. Grow in awareness that God loves them and that Jesus is a special friend.
3. Grow in the ability to think, solve problems, and develop language skills.
4. Enjoy creative expression in music, art and play.
5. Develop age-appropriate social skills by playing with the same group of children and adults on an ongoing basis.

WHAT WILL MY CHILD DO AT OUUMC FIRST DISCOVERIES?

We believe in the value of play and child-directed activities, rather than teacher-directed, for the very young children in First Discoveries. Our toddlers and two-year-olds are busy each morning making friends, exploring how toys work, looking at books and being read to, making music and learning new songs, and learning that important lesson of separation - Mommy or Daddy leaves, but they always come back!

Through group play experiences, young ones begin to learn the concept of sharing – even if it isn't easy. They expand their language abilities and learn to share adult attention. They develop the social skills needed to play games and make friends. Children use messy art materials in a space made for experimentation and try on different personalities with different costumes.

We adhere to Maria Montessori's philosophy. Play is the work of the child. What a lot of work our children do in a busy morning at First Discoveries!

YOU CAN HELP US TEACH YOUR CHILD

- Don't be afraid to say, "No".
- Bring your child to school regularly, and on time, except when ill.
- Make sure your child gets a restful night's sleep and eats a nutritious breakfast.
- Teach self-reliance and promote confidence by encouraging your child to put away toys, hang up coats and dress himself or herself.
- Limit your child's TV, iPad, and computer time. Encourage creative play and social interaction.
- Limit your own phone time. Take time to listen. Ask questions. Engage your child in conversation.
- Have crayons, paper, and a variety of materials available to your child for art exploration.
- Read to your child each day.
- Take an interest in school and in the work your youngster brings home.
- Help your child become aware of and care for the world we live in.
- Confer with teachers, but not in the child's presence.
- Help your child learn to recognize and verbalize emotions and how to calm himself/herself when upset.
- Let us know what your child is talking about and finding interesting at home.
- If you have a concern, question, or suggestion, please talk with the teacher or director.

ADMISSIONS AND ENROLLMENT

- A child must be 20 months old by September 1 to be admitted to the program. First Discoveries offers classes for toddlers and two-year-olds.
- Immunization Form 121, the \$200 registration fee and a \$240 check (2 days/week) or \$330 (4 days/week) for the first month's tuition must be submitted at the time of registration.
- Priority enrollment privileges are given to members of Oxford-University United Methodist Church and to returning students.
- When possible, special consideration is given to siblings of currently enrolled students.
- Spaces not reserved by priority registrants by the February deadline are immediately available to new students

2026-2027 CALENDAR

- First Discoveries (FD) begins with a Parent Orientation Meeting. Parent Orientation is for parents only.
- Each child accompanied by one or two parents will have a designated appointment to meet the teacher and explore the classroom at "Meet Your Teacher".
- The first day of school for all First Discoveries students will be a split schedule which allows the FD students to adjust to their new classroom in a smaller group with more one-on-one teacher attention. Dates are listed on the school calendar and times for each student will be communicated by the teacher.
- An FD school year calendar is posted on the website and has been emailed to parents. Hard copies are available, if requested.

FEES

- The supply fee for First Discoveries is \$200 and paid at the time of registration. This fee covers all supplies needed in the classroom, snacks, tote bags, class picture etc.
- The September tuition pre-payment is deposited on a specified date each spring, approximately 8 weeks following notice of acceptance into FD. Please refer to your registration packet for the exact date.
- We now have an online payment system through Brightwheel! Please log into your Brightwheel account to view your billing plan and download the app on your phone for easy access.
- For Brightwheel online payments:
 1. Log into your account and enter your payment information.
 2. Payments are deducted monthly on the first of each month. You will receive an invoice monthly (October - May) one week before it is drafted. If you prefer to pay by semester or annually, please complete the form provided at Parent Orientation.

Payment options for FD Two days/week program:

Monthly	Per Semester	Yearly
October 1 - April 1: \$240	October: \$720	October 1: \$1,800
May 1: \$110	January 1: \$1,080	

Payment options for FD Four days/week program:

Monthly	Per Semester	Yearly
October 1 - April 1: \$330	October 1: \$990	October 1: \$2,475
May 1: \$165	January 1: \$1,485	

- Check payments are only accepted for yearly or semester payments. If you would prefer to make check payments, please arrange with the front office and turn in with paperwork at Parent Orientation Night.
- Please make checks payable to "OUUMC Preschool Programs". There is a fee of \$35.00 for returned checks and denied credit cards. If you change checking accounts or credit cards, be sure to update our office and your Brightwheel account.

ARRIVAL AND DISMISSAL

ARRIVAL

One purpose of preschool is to develop strong student behaviors such as arriving on time and remembering to bring the First Discoveries tote bag with all the items which should be included. No toys from home should be in the tote bag. Parents convey the message that school is important, and their child is important, when they bring their child to school on time and well-prepared for his or her day.

- Please be prompt and arrive between 8:30 AM and 8:45 AM. Arriving even a few minutes late is difficult on the child who is tardy, and disruptive to the class. A child who arrives late misses out on important social time and early morning activities, and enters a group of children who have already “jelled” into play groups. All children must arrive prior to 9:00. Parents who arrive between 8:45 and 9:00 must park in a parking space and walk their child to the DDS entrance on South 9th Street, then ring the bell, wait for someone to open the door and walk their child to the child’s classroom to complete the sign in process. No children are accepted after 9:00.
- ***Complete cell phone calls before entering the OUUMC parking lot and FD drop off area. Our lot and building are cellphone free during preschool hours.***
- If you arrive prior to 8:30, please wait in your car. First Discoveries parking spaces are reserved and marked with cones and signs in front of the playground. For safety, please park on the playground side and walk your child to where the teacher is waiting. Please do not attempt to walk your child through the parking lot from a parking space on the street side.
- When you pull out of your parking space, remember to join the DDS line to exit the parking lot and please keep your pink car tag in your window to allow the DDS teachers to wave you through the line. No U-turns and no exits onto University Avenue.
- All students must be signed in and out each day at designated spots. Sign the daily sign-in sheet (posted in a designated area) being sure to fill in all required information, and leave quickly to free a parking space for other parents.
- Pick-up plans should be made prior to drop-off. WE WILL NOT RELEASE A CHILD TO AN UNAUTHORIZED PERSON. Please note on the daily sign-in sheet the name of the person picking up your child at noon. We require a written note from a parent for any change in normal pick-up plans. Photo identification will be required for anyone unknown to the staff. Never send someone your child does not know to pick up your child.
- Please keep your phone on and nearby while your child is at school.
- Leave additional numbers for a specific day that might help us contact you in an emergency (such as your hair salon on the morning you have an appointment).
- We have lots of experience handling separation difficulties. Please trust us to get the day started well.

WHAT TO SEND WITH YOUR CHILD EACH DAY

- Please send your child in a clean diaper.
- All FD children must bring a clean, empty labeled water bottle. One way we promote healthy habits is serving water in the classroom.
- Children in diapers must bring extra diapers, wipes and a full change of clothes. Please refer to your child's teacher for their preference for storage reasons.
- Children in the process of potty-training **must wear pull-ups with velcro sides or diapers.**
- Children in the process of potty-training must bring wipes and a full change of clothes.
- Children who are completely potty-trained must wear underwear to school and bring a full change of clothes including underwear and socks to leave at school. Dress your potty-trained child in clothes which are easy to fasten and promote independence.

To be considered fully potty-trained, a child must be able to communicate the need for a bathroom prior to going, and be completely independent - able to pull down pants, lift up a dress, wipe, and redress themselves without assistance.

- Send your child in play clothes, tennis shoes, and socks every day. We enjoy finger-painting, play-doh and washable markers as well as playing in the gym and on the playground each day.
- We will play outside even on cold days, so please send appropriate layers. Outer wraps and extra clothes should be labeled.

WHAT NOT TO SEND WITH YOUR CHILD

- TOYS : We will provide toys, games, and art materials for the children. Personal toys should stay at home. Such personal items generally present a "sharing" problem with young children and are likely to get lost or broken as well.
- SHOES OTHER THAN TENNIS SHOES : Cowboy boots, rain boots, flip flops, sandals and crocs are not safe or comfortable when children are running and climbing.
- "DRESS UP CLOTHES" or items with skull logos, skeletons, ghosts, vampires and Halloween costumes are not appropriate.
- JEWELRY, such as necklaces, bracelets and rings, which are choking hazards for this age child and easily lost on the playground.
- PACIFIERS : Pacifiers may be part of your child's nap routine, but children do not nap at FD. Overuse of pacifiers delays speech development as a child does not talk with a pacifier in his/her mouth. In a group setting, germs and illness can spread when a child drops a pacifier and another child picks it up.

MAKING GOOD-BYES EASIER

- **Prepare your child for the first day.**

Children like to know what to expect. Talk about the names of your child's teacher and classmates. Make sure your child is well-rested and has a nutritious breakfast.

- **Expect some anxiety.**

Adjusting to a new situation is difficult. Children may express their anxiety by whining, clinging to you or being irritable. Be calm and don't add to the anxiety. Children feel secure with routines, so being consistent with attendance is helpful.

- **Be prompt for arrivals and departures.**

Often when children are experiencing separation anxiety and see another child's mother coming in late or arriving early for pick-up, they wonder why their own mother isn't there and get upset all over again.

- **When it's time to leave, don't prolong it.**

We cannot over-emphasize this tip! If your child senses you are unsure about leaving, your child will not feel secure about being left. Hold your child's hand, walk to the sign-in table and sign your child in quickly, say good-bye and leave without lingering. Teachers will engage your child in a toy or activity.

- **What if my child still cries when I leave?**

Most children quit crying and are playing happily within 5 to 15 minutes of separation. If your child remains inconsolable after a reasonable length of time, we will call you. Occasionally, a child has severe separation anxiety and must be gradually worked into staying the full morning. If you leave with your child unhappy, you may call the office at 662-234-3371 or message Dusti Maroney at 662-550-0719 and check on your child. Please do not message the teacher or ask them to message you.

DISMISSAL and PICK UP AUTHORIZATION

(Please make sure everyone on your pick-up list knows these rules.)

- First Discoveries is over at 11:45 AM. Children must be picked up by 12:00 noon. We are unable to accommodate an early dismissal. Please avoid worrying your child or inconveniencing teachers, do not arrive late.
- Beginning at 12:01, a late charge of \$1.00 per minute for the first five minutes and \$2.00 per minute thereafter will be assessed for any child not picked up on time. Late fees are due and payable at the time which late pickup occurs.
- Pick-up plans must be made prior to drop-off. WE WILL NOT RELEASE A CHILD TO AN UNAUTHORIZED PERSON. Please note on the daily sign-in sheet the name of the person picking up your child at noon and make sure that person has your child's car tag. We must have a written note from a parent for any change in normal pick-up plans. The note must be given to the teacher that morning at drop-off. Photo identification will be required for anyone unknown to the staff.
- All children must be signed out, as well as in, on the daily sign-in log.

STAFF

- Our FD staff includes certified teachers, experienced mothers and occasionally a college student majoring in education or a related field.
- OUUMC Preschool Programs staff members are certified in child CPR and first aid on an annual rotation so that currently certified adults are always available.
- Staff members receive a minimum of 15 hours of continuing education each year.
- We hope to not have changes in staff during a school year. If a change occurs we will make the transition as smooth as possible. When possible, we allow the children to say good-bye and bring in the new teacher to meet the class before the previous teacher leaves.

KEEPING PARENTS INFORMED

- Prior to the first of each month you will receive a classroom calendar and note with the special activities and unit themes.
- All newsletters, calendars, artwork, and notes are sent home in the FD tote bag.
- Each classroom teacher will start a group text with the class at the beginning of the school year. During the school year, your teachers will update you using the Brightwheel app with daily updates, pictures and happenings in the classroom.
- We will also use the Brightwheel app to inform you of any changes in schedule or updates using the "Reminder" and "Alert" feature on the app.

TOTE BAGS

- Each student receives a personalized FD tote bag. A limited number of replacement bags are available for purchase.
- These bags, our link to home, are used for show and tell items, notes, artwork and the water bottle labeled with your child's name. Show and tell must fit in the tote bag. Please send this bag to school each day and check the bag every night. Please do not attach other items to the bag such as sanitizer or toys.

NUTRITION

- In accordance with state licensing regulations, children are not allowed to bring breakfast, drinks, or personal snacks into the building.
- Although snacks vary to accommodate the food allergies in a particular class, snacks such as cheese, crackers, yogurt, cereal, fresh fruit and vegetables with water will be provided.
- We make a concerted effort to introduce our students to healthy eating habits and encourage them to try nutritious foods in a variety of colors and textures.
- Parents are welcome to send a special snack for the class. Please talk with the teacher in advance about what to send and when. Snacks may be fresh fruit or baked goods made in a nut-free facility.
- Due to the prevalence of nut allergies, please no peanut or tree nut products. OU Methodist is nut-free building. Anything labeled with "may contain traces of nuts" will not be served.

BIRTHDAYS

- Celebrating a birthday is important to preschool children and we encourage you to celebrate your child's birthday by bringing special refreshments. To protect our children with allergies, please only send sealed, packaged treats with ingredients listed.
- Talk with your teacher to set a date and for refreshment ideas which allow for any food allergies of classmates. We are a peanut-free, tree-nut free facility.
- Please do not send candy, gum, balloons, gifts, treat bags or favors for birthdays or other special days.
- Invitations to birthday parties outside of school may only be given out at school if each boy and girl in the class is included. Invitations will not be given to individual children in other classes.

HOLIDAY SNACKS

- We encourage you to sign up to provide a special snack for holidays and for your child's birthday. You will bring the snacks at arrival time when you drop-off your child. Please don't send favors, balloons, gifts or treat bags.
- Check with your child's teacher for allergies. Avoid snacks with peanuts or other tree nut products. Marshmallows and balloons are choking hazards for this age and should not come to school.

FIELD TRIPS

- For safety and logistical reasons, due to the very young age of our FD little ones, we wait until children are in Discovery Day School to take field trips.

SUN SAFETY

- First Discoveries observes sun-safe practices in the location and length of outdoor activities.
- Parents with concerns about sun exposure are encouraged to apply sunscreen before school as teachers cannot apply sunscreen.

BITING

- Although biting (pinching, etc.) is not uncommon in very young children with limited verbal skills, it is a physical hazard to other children that can require medical treatment and cause scarring. For the safety of others, a child who bites repeatedly must stay at home until the biting phase has passed.
- Our purpose is not to punish the biter. Just as keeping a sick child at home is to protect others, not to punish the sick child, keeping a biter at home is to protect the other children in the class.
- Tuition cannot be prorated or refunded for a child kept at home for biting or illness.

DISCIPLINE

- Discipline is not a synonym for punishment. At FD, we focus on preventative discipline by re-directing children and teaching positive behaviors. We emphasize logical consequences as opposed to general “time-outs”. For instance, if a child throws blocks, the teacher would remind the child that blocks are for building, not throwing and direct the child to another play area or learning center.
- We believe classroom management works best when a teacher works with an individual child privately and respectfully. Behavior charts, such as stoplight systems, are not in line with our philosophy.
- We believe through gentle guidance, a child’s sense of pride and confidence grows and the child begins building a foundation for intrinsic motivation and self-discipline. We do not use rewards such as stickers and treats to reinforce target behaviors.

REMOVAL FROM THE PRESCHOOL PROGRAM

- As we focus on a safe and supportive environment for all children enrolled at DDS, removal from the DDS program will only be considered after all attempts to resolve a situation have failed.
- Removal is a last resort and determined by the Director on a case-by-case basis.

AGGRESSIVE BEHAVIOR

- Aggressive behavior includes, but is not limited to, biting, pushing, scratching, pinching, throwing objects at a person, kicking, or hitting, which is not in retaliation or response to another student’s actions and which results in physical injury or pain to any other student or teacher.
- We understand children are growing, learning, and experimenting with many emotions and ways to handle them, but for the safety of our children, we do not allow continued, aggressive behavior.
- Generally, if a very young child bites or injures another child, it is not intended to harm, but often an experiment in cause and effect (biting someone’s hand might make them let go of the truck). A non-verbal child may use physical means to communicate frustration.
- The first incident will be dealt with in the classroom. The teacher will talk with the child, explain biting (or kicking / hitting) is wrong because it hurts, then suggest ways to handle problems using words. The parents of both children involved will be notified of the incident by the teacher and receive a copy of a written incident report.
- Upon the second aggressive incident in one day, the child will be removed from playing with playmates in a manner appropriate to the child’s age. The child may play in an area without other children nearby, or visit the director’s office. The parents will be notified and possibly called to pick up their child.
- If the behavior occurs a third time in the day, the parents will be contacted immediately to take the child home for the remainder of the day.
- If the aggressive behavior becomes a pattern, parents, the teacher, the teacher’s assistant and the director will meet to establish a plan to correct the behavior before the child is allowed to return to FD.

- At any time during the process, the director reserves the right to have the child stay at home until the phase has passed or remove the child from the program permanently.
- Our purpose is not to punish the child, but to provide for the safety and security of all our children.
- Tuition cannot be prorated or refunded for a child kept at home.

HEALTH

- For the health of our students and their families, we err on the side of caution and send home any child who is not feeling well or shows signs of sickness.
- Keep your child home if your child is listless or cranky, has no energy, or has no appetite.
- Notify us if your child has a communicable illness such as COVID-19, flu or strep, or has head lice.
- No medications will be administered to a child at Discovery Day School.
- We wash hands with soap and warm water frequently, following CDC guidelines.
- Please do not send hand sanitizer with your child. According to the FDA hand sanitizer is dangerous when ingested by children and should not be used by children under seven without adult supervision.

Keep your child home if he or she has:

- Fever – A temperature of 100 or greater in the last 24 hours. A child must be fever-free for 24 hours without the aid of Tylenol or Ibuprofen.
- Runny nose / Congestion – If your child's nose needs to be wiped frequently, regardless of whether the discharge is clear or thick.
- Coughing – If a cough occurs more than once every five minutes. Children are not old enough to cover their mouths and, because of this, germs spread easily.
- Vomiting / Diarrhea – Either within the last 24 hours.
- Eye Discharge – If discharge returns after wiping or if the sclera, the white of the eye, shows redness.
- Ear infections – Viruses and bacterial infections that cause ear infections can be contagious if accompanied by fever.
- Rash – If you do not know the cause of the rash, or you know it to be contagious.
- Flu - According to the CDC, a person who contracts the flu is *most* contagious the day before symptoms develop through three to four days later. A person with the flu is generally contagious for five to seven days so a child with the flu will need to stay home 7 days before returning to school.
- Head Lice - The presence of head lice is unrelated to personal hygiene. Head lice are commonly spread in schools by the sharing of hats and coats, or by close proximity to someone with head lice. To avoid spreading, a child with head lice must be treated with medicated shampoo made specifically for killing lice. The child's bedding, stuffed animals and, perhaps other household things, will need to be sealed for two weeks in plastic bags. Washable items should be washed in very hot water. Other family members should be checked carefully and treated. Before the child with head lice returns to DDS, the child and home must be treated and the child must be nit-free. This process is expected to take a *minimum* of 24 hours.

ABUSE AND NEGLECT

- Discovery Day School will follow all requirements outlined in Mississippi's Child Abuse and Neglect Reporting Law.
- Employees of DDS who have reasonable cause to suspect neglect or abuse of a child are required by law to report the suspected neglect or abuse to the Mississippi Department of Human Services.
- Staff members who report suspicions of abuse or neglect are not subject to expulsion, retribution, or disciplinary action unless the individual reported the claim with the intention to do harm.

SOLICITATIONS

- FD does not send home solicitations or advertisements for fundraisers, businesses or home parties.

PRIVACY POLICY

- All contact information (names, phone numbers, email and physical addresses of students, parents and faculty) is distributed to parents only for FD - related information, play-dates and birthday parties.
- This information is not to be used for marketing purposes.
- Please do not send solicitations, forwarded e-mails, jokes or chain letters to our staff or parents.
- No advertising, trading of goods or services, or solicitations of any kind is allowed, including "invitations" or ads for private school fundraisers, festivals or open houses.

PARENT CONFERENCES AND COMMUNICATION

- Parent/teacher communication is a vital component of a quality preschool experience. We look forward to sending you weekly updates about your child's week at school with photos of your child and classmates. Please remember these photos are not to be shared on social media.
- If your child will be absent for any reason, please let the teacher or director know as soon as you know.
- We are happy to talk with you about your child at any point during the year.
- All parents will meet with their child's teacher for an individual conference on November 3rd.
- Please make outside child care arrangements for your conference time. Parent-teacher conferences do not take place in the presence of children and children may not be left unsupervised.
- Teachers do not have cell phones during school hours. As a teacher's first responsibility during school hours is to the students in the classroom, conferences are set outside of school hours.
- Please call or email your child's teacher, or the preschool office, to set an appointment.
- Pick-up / drop-off is not an appropriate time for a conference, even a very brief one. A limited amount of parents are allowed on the hall during pick up time so please be mindful of waiting parents and teacher's time.

EVALUATION AND SPECIAL SERVICES

- Our intention is to be in close communication with you. If we have concerns about your child's development we will discuss our observations with you.

- We are not experts in diagnosing problems, but we are sensitive to emerging concerns. We can help you search for answers and guide you to appropriate specialists. We always want to partner with you for the good of your child.

DISMISSAL FOR INCLEMENT WEATHER

- Our program will be dismissed for severe weather if the Oxford City Schools suspend classes or if weather conditions are determined to be unsafe for transporting young children or requiring teachers to be present.
- We will often close if Lafayette County Schools are closed as we have children and teachers in the county district as well.
- The director will send an "Alert" through Brightwheel with school closing information as soon as a decision is made, generally no later than 7:00 AM. Alerts on Brightwheel are set to send a SMS text to the phone number on your account.
- If the public schools delay opening two hours for weather reasons, we will also start late, provided conditions are safe for our teachers to be on the roads.
- We cannot offer make-up days as the building is used for many other ministries, nor do we give refunds for days missed. This policy is standard for local preschools..

EMERGENCY PROCEDURES

- Emergency fire drills are held monthly.
- Tornado drills are conducted biannually.
- In an event that would require the evacuation of the school, children will be evacuated by whatever transportation means are available to a designated safe area.
- In the event that an evacuation of students becomes necessary, students will be moved to: **First Baptist Church** (800 Van Buren, 662-234-3517) OR **First Presbyterian Church** (924 Van Buren, 662-234-1757)
- A copy of each child's emergency contact information is provided for the classroom teacher by the Director and is kept in the classroom and taken on field trips. Information should be updated as needed by notifying the director and updating your Brightwheel account.

SOCIAL MEDIA

- Please find our Discovery Day School Facebook and Instagram Pages. These were created to keep parents easily informed and display the wonderful things happening at our school. All photos posted to these pages will be reviewed and approved by the Director.
- When taking group photos on school property, please be considerate and ask permission of parents of any child in the photo before sharing on your personal social media. Some parents have chosen the "no public photos" option at enrollment.
- Teachers and parents are welcome to text school photos to each other. Teachers will use the Brightwheel app to share pictures within the class group.
- You may opt out of media posts by declining permission on the social media photo permission form. You may also opt to only allow photos where your child's face is not shown in photos. You will receive this form at Parent Orientation Night.

DAILY SCHEDULE

** Schedules are subject to change based on individual classes and school wide events.*

8:30 - 8:50	Arrival, Children's Choice Learning Centers and Free Play
8:50 - 9:00	Morning Meeting/Music and Movement
9:00 - 9:30	Outdoor Play
9:30 - 10:00	Handwashing/Snack and Story time
10:00 - 10:20	Diaper changes/Children's Choice
10:20 - 11:00	Outdoor Play
11:00 - 11:15	Learning Centers and Free Play
11:15 - 11:40	Outdoor Play/Transition for Dismissal
11:45 - 12:00	Reflection of the Day and Dismissal

**First Discoveries incorporates a Chapel lesson with our Chapel Teacher
once a week during the Spring Semester**

FIRST DISCOVERIES HANDBOOK SIGNATURE FORM

Please print this entire handbook and bring it to the August 25th Parent Orientation. You must complete this form and return it before leaving. MSDH, our licensing agency, requires this form for each child before a child attends the first day of school. A summary of regulations can be found on our website. (ouumc.org/preschool programs)

I have carefully read and understand the policies and guidelines in the First Discoveries Parent Handbook. I have clarified any question or concern before signing this form.

PARENT NAME (PRINTED) _____

PARENT'S SIGNATURE _____ DATE _____

CHILD'S NAME _____ TEACHER'S NAME _____

CHILD'S CLASS ____ Hummingbirds ____ Peacocks ____ Owls ____ Toucans

EMERGENCY AUTHORIZATION

I understand that in the event medical treatment is required, every reasonable effort will be made to contact me. If I cannot be reached, I give my permission for OUUMC Preschool Programs to obtain emergency medical treatment for my child.

SIGNATURE: _____ DATE: _____

PHOTOGRAPHY AUTHORIZATION

I give permission for my child to be photographed and/or videotaped during field trips and school activities for:

Discovery Day School Facebook and Instagram

☐ YES

☐ NO

Publication in a local newspaper or magazine

☐ YES

☐ NO

Church Website and internal lobby screens

☐ YES

☐ NO

Sharing photos with parents in my child's class
on a class group text

☐ YES

☐ NO

SIGNATURE: _____ DATE: _____

OUUMC PRESCHOOL PROGRAMS STUDENT INFORMATION UPDATE, 2026-2027

MUST be completed and returned at Parent Orientation Night

STUDENT'S NAME: _____ DATE OF BIRTH: _____

HOME ADDRESS: _____

WITH WHOM DOES STUDENT RESIDE? _____

HOME PHONE: _____

PRIMARY EMAIL CONTACT: MOTHER / FATHER/ OTHER (SPECIFY) _____

NAME: _____ EMAIL: _____

PRIMARY PHONE FOR EMERGENCY: MOTHER / FATHER/ OTHER (SPECIFY) _____

NAME: _____ PHONE: _____

MOM'S NAME: _____ CELL: _____

OCCUPATION: _____ WORK PHONE: _____

DAD'S NAME: _____ CELL: _____

OCCUPATION: _____ WORK PHONE: _____

EMERGENCY CONTACTS

2 CONTACTS REQUIRED

List other contacts, should we be unable to reach your primary phone contact. These contacts **MUST RESIDE** in Lafayette County. This is a requirement of our licensing agency.

1. NAME: _____

RELATIONSHIP TO STUDENT: _____ PHONE: _____

2. NAME: _____

RELATIONSHIP TO STUDENT: _____ PHONE: _____

PICK UP AND DROP OFF AUTHORIZATION FORM

Please list people who have ongoing permission to pick up your child throughout the school year. Include regular carpools, babysitters, local relatives - anyone who may frequently pick up.

NAME

PHONE NUMBER

1. _____

2. _____

3. _____

MEDICAL UPDATE

DOES YOUR CHILD HAVE AN EPI-PEN?

☐ YES

☐ NO

Medical update: Please detail any medical, developmental or other information that has changed since registration to help us provide the best care for your child. Please attach a separate page or an IEP if necessary.

Please list all your child's allergies:

SIGNATURE _____

DATE _____

Please help our staff prepare for your child’s first days of FD by answering the following questions and bringing the completed form to Parent Orientation in August. You may attach an additional sheet.

Child’s name _____ Class _____
(first and last)

Please tell us a little about your child’s personality:

How much previous experience does your child have in social situations (Sunday School, Library story times, visiting cousins, etc.) with other toddlers/preschoolers?

What do you anticipate will be your child’s first reaction to our FD setting when your child first stays at school without you? (Does your child enter new situations easily, feel somewhat reluctant or experience significant separation anxiety?)

How does your child soothe himself? How do you soothe your child?

Does your child have specific dislikes or fears?

What are your child’s favorite games (peek-a-boo) and toys (kitchen, trucks)?

We serve primarily fruit, cheese and crackers and healthy dry cereal for snacks. What are your child’s favorite snacks?

FD children are not required to be potty-trained, but some children will begin potty-training during the year. What best describes your child’s current potty-training stage?

- ☐ Not at all ☐ Showing Interest ☐ Sometimes uses potty
- ☐ Sometimes uses potty and wears underwear at home
- ☐ Done - wears underwear with rare accidents!

What phrase does your potty-trained child use to communicate the need to go to the bathroom?

For children in diapers/pull-ups, what phrase do you use to ask if he/she needs a diaper change?

What additional information will help our staff provide the best possible FD experience for your child?

OUUMC PRESCHOOL PROGRAMS 2026-2027 ACADEMIC CALENDAR

August

August 13	DDS Parent Orientation Night 5:00-5:30 Junior Pre-K 6:00-6:30 Senior Pre-K
August 17	DDS Meet Your Teacher - 15 minute individual appointment for each child/parent to visit classroom
August 18	DDS First day of school <i>Decorate your vehicle for Car Line Parade!</i>
August 25	FD Parent Orientation Meeting 5:00-5:30 Two Day 6:00-6:30 Four day
August 27	DDS Family Night/Pizza Party 5:00-6:30
August 31	FD M/W Meet Your Teachers

September

Wonderful Wednesday Dates: September 9, 16, 23, 30

**Wonderful Wednesday is an optional program for DDS children.*

Children bring lunch and play until 2:00-2:15. Registration will be open at Parent Orientation.

September 1	FD T/Th, and 4 day classes Meet Your Teacher - 15 min. individual appointment for each child/parent to visit
September 2	FD starts, split morning schedule 8:45-10:00 and 10:30-11:45
September 3	FD T/Th start split morning schedule; FD Four Day - First full day!
September 7	No School - Labor Day
September 8	FD Two day classes first week of full day schedule
September 10	DDS Grandparent's Day Special
September 11	Early Dismissal - 11:45-noon, First SEC Home Football Game
September 18	Early Dismissal - 11:45-noon, SEC Home Football - Ole Miss vs LSU

October

Wonderful Wednesday dates: October 21, 28

October 5-9	Fall Break
October 13	DDS Pumpkin Patch Chapel *TBD by Pumpkin Delivery
October 14	Early Dismissal (OSD) FD - 11:30-11:45, DDS 11:45-12
October 16	Early Dismissal 11:45-12:00 (SEC Football - Missouri)
October 21-22	School Photos (class pictures)
October 30	Early Dismissal 11:45-12:00 (SEC Football - Auburn)

November

Wonderful Wednesday dates: November 4, 11, 18

November 2	Parent Conference Day (no school for FD / DDS children)
November 6	Early Release 11:45-12:00 (SEC Football - Georgia)
November 18	DDS Thankful Parade
November 19	DDS Thanksgiving Feast
November 23- 27	Thanksgiving Holiday

December

December 8,9	End of Fall Semester for First Discoveries
December 9	Sr. Pre-K Ford Center Field Trip
December 10	Christmas Nativity Musical for Junior Pre-K Senior Pre-K <i>**FD teachers, parents and children invited to attend**</i>

Spring Semester

January

No Wonderful Wednesday in January

January 5	OSD Students return
January 5	DDS Faculty/Staff return
January 6	First day Spring semester for students
January 13	2027-2028 Priority Registration (packets sent on Brightwheel)
January 18	MLK, Jr. Day (no School)

February

Wonderful Wednesday Dates: February 3,10,17,24

February 2-5	DDS Parent-Teacher individual conference as requested
February 3	Priority Registration ends; Community Registration open
February 11	FD Valentine's Day (Class Party)
February 12	DDS Valentine's Day (Class Party)
February 15	No School for Students - Professional Development for DDS and FD teachers President's Day (<i>holiday for LSD, not OSD</i>)
February 23	Discovery Art Show for First Discoveries (11:30 early pick up)
February 24	Discovery Art Show for DDS and FD M/W (8:30-9:00 DDS) (11:30 early pick up FD M/W)

March

Wonderful Wednesday Dates: March 3,17,24

March 1-5	Read Across America Week
March 8-12	Spring Break
March 18	DDS Dad's Special
March 26	Good Friday - No School
March 31	Early Dismissal (OSD) FD 11:30-11:45; DDS 11:45-12:00

April

Wonderful Wednesday Dates: April 7,14,21,28

April 22	Earth Day
April TBA	Early Dismissal (Double Decker); 11:45-12:00
April 29	DDS Mom's Day Tea

May

May 7	Early Dismissal (Ole Miss Graduation); 11:45-12:00
May 10, 11	Last day of Second Semester for FD MW, TTH
May 11	Last full school day of Second Semester for DDS and FD Four Day
May 12	DDS Spring Musical at 9:00 am