



White Rock  
Christian Academy

# JUNIOR KINDERGARTEN HANDBOOK



Inspiring and cultivating citizens of Godly  
character who transform their world  
for Christ.



2025-2026

# Welcome to Jr. Kindergarten...

---

Dear Junior Kindergarten Families,

We are so excited to have you and your family join us at White Rock Christian Academy! Our prayer is that your first year at our school will be filled with wonderful memories of encouraging friendships, being creative, and developing a heart for inquisitive learning. However, our biggest desire and prayer is that you will see how God is at work in all aspects of your lives.

Our unique Christ-centered program has been developed within the IB framework. Our program will be the foundation for the Primary Years Program (PYP) as children begin their journey through IB, which emphasizes our core values by nurturing international mindedness in a trans-disciplinary curriculum. In addition to the IB curriculum, our teaching is inspired by the Reggio Emilia approach to early childhood education, which is focused on inquiry-based project learning with an emphasis on exploration, as well as creativity and play. Students will develop strong social skills, spiritual wonder, and emotional regulation through deep connections made with the family and school community.



We look forward to spending the school year with you!

# Our Handbook Topics

---

	Page.
All About Your Teachers	4
Junior Kindergarten & I.B.	6
Parking	7
Parent/ Teacher Communication	8
Junior Kindergarten Orientation	9
Daily Classroom Routines	11
What to Bring to School	15
Our Uniforms	16
School Supplies	16
Toys from Home	17
Scholastic Book Order	18
Nutrition Policy	18
Toilet Training	20
Safe Release of Children	21
Health Policy	22
Behavioural Guidance Policy	24
Reflection & Rest Time	28
Active Play & Screen Time	30
Field Trips	32
Special Classroom Visitors	32
Parent Volunteers	32
Birthdays	33
JK Tuition	34
Withdrawals	34
BC Affordable Child Care	34

# All About Your Teachers

---

## MRS. HOUSTON

My name is Gatim Houston and I am the Lead Teacher for Junior Kindergarten. I love being a part of the wonderful teaching team here at White Rock Christian Academy. I received my Bachelor of Arts in Early Childhood Education (ECE) from Columbia Bible College in Abbotsford. Prior to coming to White Rock Christian Academy, I have been teaching for over 10 years. In my free time, you can find me spending time with my husband, family and friends. We enjoy spending time in God's creation, either hiking or stand up paddle boarding. We also enjoy traveling and experiencing new cultures. My husband and I attend Peace Portal Alliance Church in South Surrey.



## MRS. BIRCH

I received my diploma and license as Education Assistant and Early Childhood Education Assistant at Sprott Shaw College. I have two musically talented teenagers. They play the saxophone and the trumpet. I enjoy hiking, camping, gardening. As a family we like to take walks along White Rock Beach. I am truly amazed by God's intricate work when I am outdoors. I love hosting my friends over a meal, bible study, prayer meeting and fellowship. I believe that with such connections, we can have influence in each other's lives. My family and I attend the White Rock Salvation Army Church. We do volunteer work and community outreach as way of giving back.



## MRS. ROMANO

My name is Gyszel, and I have been an Early Childhood Educator for over 15 years, I received my Diploma from Langara College in Vancouver. As an Early Childhood Educator, I have had the opportunity and joy to work with children from infancy to 5 years old and I feel so blessed to have been part of their lives, and now I am very excited to be part of the community at White Rock Christian Academy. On my own time I love nature, art, and music because it reflects God's amazing love. I have a young daughter and twin boys that fill my life with colour and keep my husband and I on our toes. As a family we love hiking, going to the beach, exploring new places, dancing, playing board games and watching movies. My family and I attend Village Church in Surrey.



# Jr. Kindergarten and I.B.

---

Our Junior Kindergarten students are our youngest IB learners, taking their first steps in WRCA's IB Continuum of Learning. The Primary Years Programme (PYP) is a transdisciplinary program designed to foster the development of the whole child, and our early learners do so while in a nurturing, stimulating and developmentally appropriate environment.

Throughout the school year, we will complete four Units of Inquiry. These units typically run for 8-9 weeks.

## 1. Who We Are (Year Long Unit)

"We Can Learn about Ourselves Through Exploration."

## 2. How We Express Ourselves

"Feelings and Experiences Can Be Expressed Through Creativity."

## 3. How the World Works

"Structures are Built to Meet Needs"

## 4. Sharing the Planet

"People Use the Earth's Resources to Produce and Provide Food."

Through these units, we will incorporate the IB Learner Profile. The IB Learner Profile are traits that we would like to see in a life-long learner.

They are as follows:

- Inquirers
- Knowledgeable
- Thinkers
- Communicators
- Principled
- Open-Minded
- Caring
- Risk-Takers
- Balanced
- Reflective

# Parking

## PARKING

The Junior Kindergarten classroom is located in the Senior School building. Parents can park in the main parking lot in the non-reversed spaces. When parking, follow the parking attendants' directions, and please reverse park in the indicated area.



Please enter the school by the blue doors closest to the JK classroom.

Please do not walk through the Senior School Hallways.

While waiting for class to begin, please be respectful of the Senior School student's learning by keeping your conversations at a low volume.

JK students and families are to wait in front of the classroom. Please do not allow your child to run up and down the hallway.

# Parent/Teacher Communication

---

As the relationship between the child's home and school is of vital importance, there will be a couple of ways for you to find out what is happening in the classroom.

## E-mail ([houstong@wrca.ca](mailto:houstong@wrca.ca))

Please feel free to email Mrs. Houston if you have a question, concern or require information about your child's day at school. I will try my best to get back to you in a timely manner, that is, within school hours (7:45am-3:45pm) and days (Monday to Friday). On occasion, I will send out class emails about future events and news. Please make sure that you check your email on a regular basis.

## IN—PERSON

We would love to connect with you outside of class time. If there are any concerns, questions or celebrations that require extra time and space, please do not hesitate to set up a time to meet with me.

## SEESAW

Seesaw is a personal, private, online learning portfolio that I use to document your child's learning and experience at WRCA. Through this platform, you will be able to view, like and comment on your child's pictures and videos. To be able to use Seesaw, I will send every family an individual link to sign up. This will happen at the beginning of the school year.



# JK Orientation

---

For some students, Junior Kindergarten may be the first time away from home, it is important that we take care in providing a smooth transition.

## HOME VISITS

Home visits will take place Tuesday, Wednesday and Thursday (September 2-4) of the first week of school. The purpose of this visit is to get to know you and your child in a familiar environment. During this time, we will take some time to play with your child in their favorite activity. Then we will visit with you. This will be a time for us to go over some paperwork. This visit typically takes 15-30 minutes.

## CLASSROOM VISITS

A classroom visit is when you and your child will have an opportunity to familiarize themselves with their new learning environment. Please make sure that you bring their school supplies and any items that will remain in their cubby. This visit will take place on Friday (September 5) of the first week of school and typically takes about 15 minutes. A sign up link will be sent to you closer to the time.

## GRADUAL ENTRY

The second week of school, JK students will attend school Monday (September 8) to Friday (September 12) from 8:40-12:40 with **Wednesday late start from 9:10-12:40.**

Parents will sign their child in and say goodbye at the door. Children will come in and start their morning routine and stay until after lunch.

For some children, this will be an easy transition, however, for some other children this may be a little more difficult. When saying goodbye it is important to tell a teacher that you are going to be leaving. The reason for this is so that we can gauge whether or not your child will be needing any assistance. Then TELL (NOT ASK) your

child that you will be leaving and that you will be back at the end of the class. At this point, it is important that you follow through, even though it may be hard to leave because he/she is crying. A teacher will approach the child and help them through the process of saying goodbye.

The key to a smooth Junior Kindergarten transition:

Be LOVING,  
Be CONSISTENT &  
Be PATIENT

As each child is unique, we want to give them time and space to feel comfortable with the teachers and with the classroom. Therefore, some children may need a longer adjustment period. If you feel that your child may have a difficult time adjusting to Junior Kindergarten, we ask that you let us know ahead of time so that we can discuss strategies and an appropriate plan of action.

The gradual entry process is for children who are attending Junior Kindergarten at WRCA for the first time. For children who are starting school in the middle of year, we can discuss whether or not gradual entry will be necessary for your child. This process can also be shortened or lengthened depending on the needs of the child. This will be decided upon by the discretion of the teachers and parents.



# Daily Classroom Routines

---

Monday, Tuesday, Thursday, Friday (8:40-2:40)

Wednesday (9:10-2:40)

**8:40am** – *Good Morning! Welcome to School.* As the children arrive in the classroom, they bid their parent or guardian a cheerful "See you later" and are welcomed with a warm "Good morning" smile, along with a hug or high five as they enter. They then proceed to their cubbies to hang up their coat and backpack and change into their indoor shoes. Once they've completed this routine, they gather on the carpet for some quiet, independent reading time.

**8:40-9:10am** – *Morning Meeting Time.* When everyone has arrived and is on the carpet, we begin cleaning up the books to begin our meeting time. During our meeting time, we typically do the following activities:

- Pray
- Sing songs
- Read a story
- Discuss our current inquiry
- Bible Verse

**9:10-9:25am** – *Morning Work.* During this time, we will engage in activities related to our Unit of Inquiry. This might involve practicing printing letters and numbers, engaging in drawing exercises, or working on an art project.



**9:30am – Open Exploration Time.** During this time, the children will be spending their time engaging in the day’s inquiries and projects. This may include but is not exhaustive to:

- Building activities like Lego, blocks, magnets etc.
- Painting, drawing, collaborative art projects etc.
- Sensory activities like clay, water or sand
- Exploring the properties of light at our light table
- Reading a book
- Perhaps doing a cooking/baking project with a teacher
- Playing dress up
- Current IB Unit of Inquiry project work
- Journals – Children will write/draw (depending on their abilities) in their journals. The journal prompts are created around what was discussed during our morning meeting time.

**10:15- 10:30am – Transitional Group Time.** As the children assist in tidying up the classroom, they are then invited to gather on the carpet for some fun music and movement activities. While this is happening, children will be paired up and encouraged to wash their hands in preparation for snack time. Following the handwashing routine, we often enjoy reading a story together as a group. Finally, we come together to offer a prayer and give thanks to God for our food.

**10:30- 10:45am - Snack.** As the children enjoy their snack, they will be listening to a Bible Story or watching a Church at Home segment. Please also refer to our Nutrition Policy for more information about what to provide your child during snack time.

**10:50am – Outside Time.** Children will be given a 5 minute warning to finish their snack. They will leave their snack on the table and begin to get ready to go outside by changing their shoes and putting their coat on. When they are ready, they will either play in our enclosed playground or we may also go for a trail walk behind the school.



**12:00-12:15 – Transitional Group Time.** As the children reenter the classroom from outside, they will follow the routine of changing their shoes and putting their coat away. Then they are invited to gather on the carpet for some fun music and movement activities. While this is happening, children will be paired up and encouraged to wash their hands in preparation for lunch time. Following the handwashing routine, we often enjoy reading a story together as a group. Finally, we come together to offer a prayer and give thanks to God for our food.

**12:15-12:45– Lunch.** As the children enjoy their lunch, they will be listening to a Bible Story or watching a Church at Home segment. Please also refer to our Nutrition Policy for more information about what to provide your child during lunch time.

**12:45-1:15 – Rest & Reflection Time** After children clean up their lunches and put it away in the cubbies, they will go to their naptime mats to lie down for some quiet time. During this time, they will be listening to some quiet music or to a Bible Story. Please refer to our Rest Time Policy for more information.

**1:15-2:15– Outside Time.** As children wake up, they follow the routine of changing their shoes and getting their coat on. When they are ready, they will either play in our enclosed playground or we may also go for a trail walk behind the school.

**2:15-2:30 – Discussion Time.** As the children transition from outside to inside, they will change their shoes, take off their coat and hang up their things in their cubby. Then they will be asked to read a book either on the carpet or at the tables until all of their friends are ready. During our discussion time, we will continue to discuss our current IB Unit of Inquiry and work on our projects.

**2:30-2:40 - Closing Group Time.** As children finish getting ready to go home, they gather on the carpet for a brief wrap-up. We discuss the highlights of our day and bid each other farewell with smiles and well wishes.

**2:40 - Dismissal.** Children are dismissed from the carpet individually as their name is called. As they leave, they bid their teacher goodbye with a high five or a hug.

*Please note: Our schedule is flexible. It is up to the teachers and the children to decide how and what our day will look like.*

Once a week, JK students will have an opportunity to visit the school library. During this time, Mrs. Scheirer reads them a story and teaches them about our IB Unit of Inquiry. Mrs. Scheirer also plays an important role in connecting our students to library resources that extend their interests and learning.

Three times a week, we will have an opportunity to play in the gym for about 30 minutes.

Once a week, our Early Years classes will gather together with the kindergarten classes for an "Early Years" Chapel session. During this time, we'll engage in worship songs, listen to a Bible Story that teaches about an IB Learner Profile trait, and celebrate each other's achievements. One highlight of the session will be the recognition of our Star Students, who exemplify the IB Learner Profile trait being discussed that week.

Once a week, the children will enjoy a music class with Mrs. Eckert. Through singing, movement, rhythm, and instrument play students will explore musical concepts in a joyful and engaging way. The time for gym, chapel, library and music will be based on availability and will be communicated to families in September.

Throughout the school year, the JK students enjoy spending time out in the forest. This is a great opportunity for the students to explore, build gross motor skills and enjoy being in God's creation. The experience of exploring the forest is under the discretion of the teachers.



# What to Bring to School

---

**Please ensure that your child brings the following items to school:**

Everyday:

- Backpack
- A healthy, nut free snack & lunch (please refer to our Nutrition policy)
- Water bottle

**PLEASE BRING THESE ITEMS WHEN YOU COME FOR THE CLASSROOM VISIT. THESE STAY IN YOUR CHILD'S CUBBY:**

- All Black, indoor shoes that your child can easily slip on and off
- Rubber or snow boots (weather dependent)
- Muddy buddies/rain/snow pants (weather dependent)
- Rain coat or a warm jacket (weather dependent)
- A complete extra change of clothing (including undergarments and socks)
- Seasonally appropriate gear (eg. Mittens, gloves, a toque etc.)
- Rest time bag (in a clearly labeled reusable, drawstring bag):
- A fitted crib sheet for the child's comfort during rest time, labeled with the child's name.
- A small blanket to keep the child warm, labeled with the child's name.
- Optionally, a small pillow and/or small stuffed animal ("stuffy") if desired by the child for added comfort, labeled with the child's name.

# Our Uniforms

---

The uniform for the Junior Kindergarten class is comprised of the following items (Please label all clothing items):

- Official crested navy WRCA polo
- Official crested navy hype jacket Medium grey unbranded sweatpants. Leggings and grey denim are not permitted.
- Black socks
- All black shoes including black soles

We also have a “Gently Used” uniform program where gently worn uniform pieces are given back to the school to sell at a discounted price with proceeds going to our Benevolent Fund.

Please visit the uniform web page ([wrca.ca/uniforms](http://wrca.ca/uniforms)) for further information including when the gently used shop is open or e-mail your inquiries to [uniforms@wrca.ca](mailto:uniforms@wrca.ca).



# School Supplies

---

School supplies (grade specific lists will be available online by June: [wrca.ca/school-supply-lists](http://wrca.ca/school-supply-lists).)

# Toys from Home Guidelines

---

Please leave personal toys and items at home or in the car. When personal toys/items are brought into the classroom, they risk being broken or lost. They can also create disagreements/problems in the classroom, as the child may not want to share his/her special toy with friends or will only share it with a select group of children. It can detract from the wealth of materials and experiences that are available to them at school. Below are some of the items that are better left at home or in the car: jewelry, games, action figures, collectible cards, videos, video games, Barbies, small figurines etc. When your child insists on bringing a toy to class, here are some positive suggestions for how to say “no”:

- At Junior Kindergarten, the rule is that “home toys” are best left at home.
- At Junior Kindergarten, there are so many toys and materials to play with. “Remember how much you enjoyed (insert favorite activity here).”

However, when a “home toy/item” is brought into the classroom, we will remind the child that the item needs to be kept at home for safety reasons. We will keep the toy safe at the teacher’s desk until pick-up time.

We understand that sometimes, a child will find something great in nature or have some other grand “treasure.” In cases like this, we are delighted to have your child to bring it in to show their friends.



# Scholastic Book Order

---

Approximately once a month you will receive a Scholastic Book order. There is no obligation to order any books. When making a book order, please follow the instructions to order and pay online.



Please use our class code when ordering books: RC157437

## Nutrition Guidelines

---

Eating together is an important part of our classroom routine. It offers a special opportunity to sit down and to engage one another in further conversations about our day. This is also a time to develop healthy eating habits and to reinforce table manners.

Parents will be responsible for providing a healthy, nut-free snack and lunch to eat at school. An example of a healthy snack or lunch would include 2 fresh fruits or vegetables, 2 dairy options (yogurt, cheese etc.) and/or 2 grain/meat options (crackers, whole wheat bread or wrap, cooked meat pieces etc.)

A few healthy lunch ideas would be sandwiches, wraps, noodles, rice or soup in a thermos.

Water is the preferred drink of choice.

Please use an ice pack to keep foods such as cheese or yogurt cold. These items should be in a labelled, reusable container as we are trying to limit our waste in the classroom.

During this time, the children will be offered their entire snack/lunch and they will be able to choose the sequence in which they want to eat it.

Please refrain from packing any sugary foods or snacks that are high in salt content or juice boxes. These items can be saved for special events or class parties.

The school offers a hot lunch program. A link will be sent out at the start of the school year.

There will be times, when the children and their teachers will make or bake something special as part of the day's activity. On such occasions, parents will be informed of what was made as well as the ingredients that were used. As we may have children with food allergies, the sharing of snacks will not be allowed.



# Toileting Training Guidelines

---

Your child must be completely toilet trained before starting Junior Kindergarten. We are not equipped or licensed to change diapers or pull-ups (exceptions may apply if your children has a full time aid in place for a developmental special need).

Our policy assumes that a child can complete the entire toileting routine process independently. If they ask for assistance we will talk them through the process. We will only help if we feel that they are unable to complete the process independently.

Although we have this policy, we desire to be gracious and patient in this area as well. We understand that the transition to a new school can be stressful for some children. Therefore, we expect that some bathroom accidents will occur.

As a team (parents and staff), we can help the child to be successful in this area by:

- Requesting that parents take their children to the bathroom as they arrive to school. Although they may not need to go it is important for them to try and this will help in creating a predictable routine.
- If your child has an accident, we will be calling you to come and assist with the cleanup. If we cannot reach you and the child is willing to let us help, then we will assist in changing them.
- Bring a complete extra change of clothes which we will store at school in case of accident.



# Safe Release of Children

---

When arriving in the classroom, please remember to sign your child in, as this is required by our licensing regulations.

At your return, please remember to sign your child out. Please note, that children will only be released to adults (18 years and older) who are listed as authorized on their application form. Parents may include additional names by notifying the educators in writing. In the event that someone new is picking up your child, please remind them to bring their driver's license with them to enable the teachers to verify their identity.

If someone who is authorized to pick up your child, appears to be under the influence of alcohol or drugs, the educators will be contacting the police as our concern is the safe transportation of the child.

If an unauthorized person attempts to pick up your child, we will contact you to ask for consent and then we will check the person's driver license before allowing the child to be released.

If you have a court order that disallows someone from picking up your child, please inform us on your application form. We will require that you provide us with the appropriate court documents. Should the person(s) named in the document attempt to pick up your child the school administration and the police will be involved. We will inform you of the situation.

Under no circumstance, will we release a child to someone who is not authorized to pick up your child unless you have given us formal, written consent.



Please remember to be on time to pick up your child. If we do not hear from you, we will wait 15 minutes after class has ended to contact you at home or at work. Then, if we continue not to hear back from you, we will move onto your emergency contacts that were provided on your application form. After significant time (approx. 2 hours) of not hearing back from either you or your emergency contacts, we will be required to call and involve the Ministry of Children and Family Development.

## Health Guidelines

---

We are committed to keeping our classroom a safe and healthy place for everyone. We ask that any child with a communicable disease to be kept at home. This includes fever, a cold with yellow discharge, vomiting, diarrhea, rash, a congested cough, pink eye etc. Please make note of the following:

- Your child must be without fever (without the use of medication), vomiting and diarrhea for 24 consecutive hours before returning to school.
- If your child is unable to participate in all aspects of our day, including outdoor play, please keep them at home.
- Please inform the teachers if your child has any of the following or other contagious diseases:
  - \* Chicken pox
  - \* Mumps
  - \* Measles
  - \* Hand/Foot/Mouth Disease
  - \* Lice
  - \* Pink Eye

If there is an outbreak of a contagious disease in the classroom, we will be informing you through e-mail and through an announcement on our parent board. We will be in contact with a public health nurse and our licensing officer to inform them of the outbreak.

If your child becomes ill while at school, we will contact you or your emergency contacts if you are unavailable. While we wait for you to pick up your child, they will be placed in a comfortable and quiet area with a teacher.

## MEDICATION

Teachers are not permitted to administer any medication unless a "Permission to Give Medication" form has been completed by the parent. However, it is highly recommended that parents try to work out the medication schedule for when the child is at home.

If your child has any allergies or health concerns, please inform the teachers. In the event that your child may require extra attention in this area, we will be working alongside you to create a care plan. The purpose of the care plan, is to guide the teachers in what to do in an event of an emergency. It is essential that you keep this information up to date.

All medication will be kept in a locked box in the cupboard or in the fridge.



# Behavioral Guidance Policy

---

It is the core value of White Rock Christian Academy to “Inspire and cultivate citizens of godly character who transform their world for Christ.” WRCA exists to assist Christian parents in the fulfillment of their biblical mandate to “train up children in the way they should go.”[1]

The purpose of the discipline policy at WRCA is to give a framework for how the WRCA community will work together to teach, train, and guide students in Christian virtue.[2] Loving discipline should work to create an atmosphere conducive to the safe and effective operation of the WRCA community. Discipline should be administered restoratively rather than punitively, and with love and grace rather than fear,[3]so that the dignity of the child is preserved and long-term character growth can occur.

Discipline is meant to guide students back into a restorative relationship with God and community through instruction, training, and correction. Parents and staff (all school employees) must instruct students as to what is expected. Training assists the student in forming good habits. Correction occurs to adjust the student’s behavior by taking action to cause them to follow previous instruction.

It is important that we have a set of clear guidelines. This is what the educators will use to encourage appropriate behaviors so that the classroom is an enjoyable place for everyone. We commit to the following:

- Build relationship with the child and their family.



- Set consistent and clear expectations about what types of behavior is acceptable. (E.g.: “When we are inside, I need to see walking feet.”)
- Focus on the child’s positive behaviors. (E.g.: “I noticed that you were really gentle with Mindy. I am very happy to see that you remembered to use your gentle hands.”)
- Explain the reason or rationale for the limits that have been placed. By doing so, it helps children understand and learn the rules for living and playing in community. (E.g.: “Please keep the sand low so that it doesn’t get in other people’s eyes.”)
- Use positive language when talking to children (E.g.: “Please turn the book gently” versus, “Don’t be rough with that book.”)
- Get down to their eye level when speaking with a child, gently touch their shoulder or back and speak in a low, calm voice.
- Acknowledge a child’s feelings (E.g.: “I see that you are feeling angry but I need you to keep your hands to yourself so that our friends are safe.”)
- Encourage and model problem solving skills (E.g.: “I can see that you would like your turn with the doll, how about we go and ask Mindy for a turn.”)
- Provide children with appropriate choices. (E.g.: “Would you like to play with the blocks or would you like to read a book while we wait for our turn?”)
- Use specific statements that encourage rather than statements that praise the child. (E.g.: “Wow, I really noticed how you spoke to your friend in a kind voice.” Versus “Good job” or “Good boy/ girl.”)
- Involve the child in making amends (E.g.: “Mindy is really sad, let us go and get her a Kleenex.”)

When a behavior is persistent and continues to be disruptive, the educators and the parents may need to have a conversation to discuss strategies and goals for the child. This will be accomplished through regular communication via email and in person. If needed, the educators and the parents will arrange for a meeting outside of class time to discuss further strategies to help the child be successful in the classroom.

1) None of the actions listed below will be permitted in the classroom (according to the CCLR section 52)

- a. Shoving, hitting or shaking by an employee or another child, or confinement or physical restraint by another child;
- b. Confinement or physical restraint by an employee, except as authorized in a child's care plan if the care plan includes instructions respecting behavioral guidance;
- c. Harsh, belittling or degrading treatment by an employee or another child whether verbal, emotional or physical, that could humiliate the child or undermine the child's self-respect;
- d. Spanking or any other form of corporal punishment;
- e. Separation, without supervision by a responsible adult, from other children;
- f. As a form of punishment, deprivation of meals, snacks, rest or necessary use of a toilet.

2) A licensee must ensure that a child is not, while under the care or supervision of the licensee, subjected to emotional abuse, physical abuse, sexual abuse or neglect.

When a child is harmed and needing first aid, the incident will be logged in an Incident Report Book. If required, a Licensing Report form will be completed. Then the children's parents will be informed of the incident.

These are verses from the Bible we follow carefully:

[1] Proverbs 22:6.

[2] Galatians 5:22-23, Colossians 3:12-15.

[3] 1 John 4:18.



# Reflection & Rest Time Policy

---

At White Rock Christian Academy, we prioritize the well-being and development of our Junior Kindergarten (JK) students. To comply with the BC Child Care licensing regulations and ensure a nurturing environment, we have implemented the following rest time policy:

1. **Rest Duration**: JK students are required to participate in a 30-minute rest period daily. This period is crucial for their physical and emotional rejuvenation.
2. **Quiet Rest Environment**: During the designated rest time, students are expected to maintain a quiet and peaceful atmosphere. To facilitate this, they will engage in either listening to a Bible story or soothing music, promoting relaxation and reflection.
3. **Parental Responsibilities**: Parents are kindly requested to provide the following items in a clearly labeled reusable, drawstring bag:
  - A fitted crib sheet for the child's comfort during rest time, labeled with the child's name.
  - A small blanket to keep the child warm, labeled with the child's name.
  - Optionally, a small pillow and/or small stuffed animal ("stuffy") if desired by the child for added comfort, labeled with the child's name.
  - The reusable, drawstring bag itself should also be clearly labeled with the child's name for easy identification.
4. **Weekly Washing Routine**: To maintain hygiene standards, these items will be sent home with the child on Friday for washing during the weekend. We kindly ask parents to ensure these items are washed and returned to school on Monday.
5. **Pickup and Drop-off Location**: Parents can pick up the nap time bags for washing from the hallway outside of the classroom on Fridays. On Mondays, they can leave the washed items in the same location for collection.

We appreciate your cooperation in implementing this rest time policy. By working together, we can ensure that our JK students have a restful and nurturing environment conducive to their growth and development.



# Active Play & Screen Time Guidelines

---

The Junior Kindergarten program at White Rock Christian Academy recognizes the importance of physical outdoor activities for young children. By implementing appropriate physical practices, we are providing an environment where children are developing the IB Learner Profile of being “Balanced”.

Being “Balanced” means that they “understand the importance of balancing different aspects of their lives – intellectual, physical and emotional – to achieve well-being for themselves and others. We recognize our interdependence with other people and with the world in which we live.” As a result, we have chosen to value and implement the following into our program:

- Children will spend a minimum of 45 minutes outside during each class time. This will occur in all types of weather. In the case of severe weather storms, the time outside may be shortened and supplemented with indoor games and/or movement activities.
- Teachers will model physical activity for children. We agree to be physically active with them.
- There will be un-facilitated play and facilitated games/activities for children.
- We will be incorporating fundamental movement skills (balance, coordination, running, jumping etc.) and injury prevention into all active play situations.
- Children will have limited exposure to screen time and it will only be used on the following basis:

To play worship music and Bible programs.

It must relate to our current Unit of Inquiry.

It will only be used to enhance further research that has been done through books and/or through other experiences.

- Teachers will model appropriate and limited screen time and cellphone use in the classroom. We agree that while we are with the children, we will call or text people outside of class time. We will also model research skills through the use of books.

However, family involvement is important in helping children learn how to be balanced in their lives now and into the future.

As a result, you can support us in the following ways:

- ✓ Provide your child with seasonally, weather appropriate clothing. Please refer to this JK Handbook for what to bring to school. It is important to think, "There is no such thing as bad weather, just poor choices in clothing."
- ✓ As a family, commit to spending a minimum of 60 minutes outside doing physically active activities such as walking, running, swimming etc.
- ✓ Role model appropriate screen time use in your own personal life.
- ✓ Limit children's screen time at home to no more than 30 minutes/week.
- ✓ Replace screen time with reading books, play and face to face interactions with one another.
- ✓ By each one of us doing our part now, we can set a strong foundation for the next generation to live lives that are well balanced and healthy

# Field Trips

---

Field trips are a wonderful way to get the outside community involved in our learning. These events are planned around our IB Unit of Inquiries.

Parent volunteers are greatly appreciated on these trips. It is a wonderful way to connect with the children and to receive your volunteer hours.

# Special Classroom Visitors

---

To supplement the children's interests or inquiries, there may be opportunities when we ask for someone special to come and give us a presentation. These special guests could be a policeman, fireman, local artist or maybe even you! If you have a special talent or interest, please inform us, as we would love for you to share it with us!

# Parent Volunteer

---

We welcome parent volunteers in the classroom. Not only do we love the extra help in the classroom, but your child will also love having you there. These volunteer opportunities will be in our weekly emails. All volunteers require a Criminal Records Check for volunteers with the local RCMP office.

All families are required to fulfil volunteer hours for the year. More information will be provided at the start of the school year.

# Birthdays

---

Birthdays are an exciting and special time of the year! We welcome you to bring a birthday treat to share. Small toys, crayons, playdough are highly preferred over sugary treats. The birthday treats will be handed out at the end of the class time.

To avoid multiple treats on the same day, please inform the teachers prior to the child's special day.

In addition, if your child's birthday falls during winter/spring/ summer break, we still would love to celebrate! Please let the teachers know when you would like to do so!

When handing out birthday invitations, please be sensitive to the children who will not be invited. This can be done privately and outside of the classroom. Thank you for your consideration in this area.



# JK Tuition

---

Junior Kindergarten's Monthly Tuition Fee is as follows:

5 Days/Week: Monday-Friday (4 year old's): \$1,400

For more information about payment plans, please see:

[wrca.ca/admissions/tuition-fees/](http://wrca.ca/admissions/tuition-fees/)

## BC Affordable Child Care

---

There are child care subsidies available for those families that qualify for it. It is a monthly payment to assist eligible British Columbia families with the cost of child care. Monthly subsidy payments vary depending on the family's circumstances.

For more information and for the application form, please see: <https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/child-care-funding/child-care-benefit>



# BELONGING

ACCEPTED AND CONNECTED



SO, IN CHRIST, WE FORM ONE  
BODY, AND EACH MEMBER  
BELONGS TO ALL THE OTHERS.

ROMANS 12:5



White Rock  
Christian Academy