



Good News Learning Center Parent Information

Good News Church
19529 E. 4th Pl. Tulsa, OK 74018
918.266.3339 goodnewschurch.info/learningcenter

Welcome to GNLC!

We're so glad to have your child join us this year! This guide provides specific information to help you and your child get off to a great start.

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WHO WE ARE

Our mission

- To share the Gospel with our community by educating children in a grace-filled, loving environment, driven by excellence and integrity.
- Teach children with age-appropriate faith-based and academic curriculum.
- Lead our staff to grow in personal and professional development.
- To trust God in all aspects of the learning center and look forward to how He will advance His kingdom through our service.

When we meet & Who we serve

- **School Year Aug - May:** Tuesdays & Thursdays 9:30am - 3:00pm, for children ages 12 months - 9 years old.
- **Summer** Tuesdays, Wednesdays & Thursdays, 9:00am - 1:00pm, ages 12 months - 9 years.

See our yearly calendar on page 5.

GNLC Advisory Team

- Ximena Robledo, GNLC Director LCdirector@goodnewschurch.info
- Julie Brooks, Good News Church Childrens' Minister, GNLC teacher julie@goodnewschurch.info
- Mark Kephart, Good News Church Director of Operations & Finance mark@goodnewschurch.info
- Brad Brooks, Pastor of Good News Church brad@goodnewschurch.info

Also note contact information for Ms. Lily Lovett,
Administrative Assistant & Finance Secretary:
Lily@goodnewschurch.info
918-266-3339

Follow us on social media!



GoodNewsLearningCenterCatoosa



goodnews_learning_center

NEED TO KNOW

Application Procedure

- **School Year Aug - May:** Fill out the application form [online here](#) which will add your child to our list. This link will take you to Brightwheel, the database software for the Learning Center. You will need to create a login to apply.
- These links are also available on our [website](#) at goodnewschurch.info/learningcenter
- You will be notified via email once the application has been reviewed and if your child will be put on the waiting list or enrolled, and if so, in which class.

Summer 2025

- Summer program is for 3 weeks in July, Tuesdays, Wednesdays & Thursdays, from **9am-1pm**. Dates are TBD
- \$30 non-refundable registration fee due asap to reserve your child's spot. \$185 tuition due on the first day of the summer program, TBD.

Please note the remainder of this document refers to school-year policies.

Tuition

School year 2022 - 2023

- 2-days a week \$215/month per student. Sibling discount 10% (\$190/month).
- 1-day a week \$135/month, if space allows. Sibling discount \$115/month.
- Paying the first month's tuition (before August) reserves your child's spot.
- Tuition for August - April is \$215 and is due on the 1st of each month. No tuition is due in May for full-time students whose August tuition has been paid in full. For children enrolling after August, tuition for May will be charged at the drop in rate of \$40/day.
- Tuition is divided into equal monthly payments for the school year. No deductions are made for holidays, absences, snow days or vacation days. Not all months have the same number of school days. The fees are set to cover salaries and materials needed for the program year.

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- Tuition is non-refundable and is due on the 1st of each month. If not paid by the 15th, the child will not be allowed in class until payments are made. After one month of non-payment, the child's spot in class will be given to the next one on the waiting list. **If the child is to return after any amount of time of non-payment, a \$40 re-registration fee is required.**
 - If a student drops out and re-enrolls anytime during the year, a \$40 fee is required and does not apply to tuition.
 - Use our convenient online payment method through the Brightwheel app or bring cash or checks to the director. Write checks to **Good News Church** with GNLC and your child's name on the memo line.

Morning Drop-off - 9:30am

- Doors open at 9:25am, we cannot accept children before that time.
- Please park in the parking lot and enter through the main door under the portico, then walk your child to their classroom. **Please do not use the daycare entrance.**
- Please do not leave your car under the portico.
- Teachers will meet you at the classroom door to welcome your child and briefly check in with you about anything they need to know.
- Please do not enter the classroom or linger at the door. The teachers are skilled at comforting a child with separation anxiety, and they also want to focus on the class and stay on schedule. Feel free to leave them a note or message them through the app if there is anything you want them to know in detail.
- Thank you for cooperating to make drop-off a smooth transition for everyone!

Afternoon Pick-up - 3:00pm

- Doors are locked from 10am-2:30pm. Contact the director if you need to pick up your child during that time.
- Parents should come to the classroom to pick up students.
- We will only release your child to the individuals listed on the child's authorized pick up list.
- Picking up after 3:05pm more than twice a semester may result in additional charges.

What to Bring

- Please label everything you send with your child.
- Please do not bring toys from home for your child to play with during school hours, with the exception of a comfort toy.

- Infants/toddlers
 - Lunch - finger foods (not spoon-fed foods)
 - Snacks & sippy cup
 - Diapers & wipes, diaper cream when needed (Have them labeled with child's name).
 - Nap time buddy if needed
 - Nap time blanket
 - Change of clothes
- Older children
 - Lunch, and snack for afternoon (kept in lunch bag), Refillable water cup
 - Change of clothes

BASIC INFORMATION

Absences

If your child is unable to attend on a class day, please contact their teacher or the director through the app by 10:00am. Tuition is the same no matter attendance. One-day/week students may be able to attend another day, if space allows, with prior approval from the director.

Biting

Unfortunately, biting can sometimes occur when toddlers are together. If this happens, the child will be told “No, we do not bite” and be removed from the situation. Parents of both parties will be notified confidentially. We will work with the child to prevent any further instances by encouraging communication or providing a variety of textured toys and foods for oral development. However, if a child continues to bite, the Director will contact parents to discuss options. We don't want to remove the child from the program, but we also cannot allow a child to remain who repeatedly bites others.

Calendar

School Year Days In Session

August 20, 22, 27, 29	January 7, 9, 14, 16, 21, 23, 28, 30
September 3, 5, 10, 12, 17, 19, 24, 26	February 4, 6, 11, 13, 18, 20, 25, 27
October 1, 3, 8, 10, 22, 24, 29, 31	March 4, 6, 11, 13, 25, 27
November 5, 7, 12, 14, 19, 21	April 1, 3, 8, 10, 15, 17, 22, 24, 29
December 3, 5, 10, 12	May 1, 6, 8, 13, 15

Curriculum

The Learning Center utilizes an academic, hands-on approach to learning in the areas of Bible, math, language, practical life, culture, and science. We strive to meet each child at his or her level and provide challenging activities to help them grow.

Classes for ages 5 and under use the curriculum “ABC Jesus Loves Me” as a guide. Classes for children 6 and older will use a mix of activities and manipulatives to reinforce what parents are teaching at home. For the 1st-3rd grade homeschool hybrid class, parents direct the core curriculum. Students will explore lessons in art, music, practical life skills, critical thinking & physical education. We'll use enrichment activities to reinforce the basics of reading and math, as well as work on homework from home as needed.

Discipline and Guidance

Discipline and guidance will be consistent and based on understanding child development. It will promote self-discipline and acceptable behavior. There will be no cruel punishment, shaming or frightening discipline, and no child shall ever receive corporal punishment. The method of discipline used at Good News Learning Center for inappropriate behavior will begin with redirection - helping the child become involved in another activity. Uncontrollable or unusual behavior will be reported to the director. Parents will be contacted regarding such behavior so that the teachers, director and parents can work on a solution together.

Discount & Fundraisers

- GNLC has partnered with Raise Right gift card fundraising app. You can buy gift cards through the app for things you would normally buy, and the retailer sends a rebate to the LC in your name. Seventy-five percent of earnings will apply directly to your tuition, and 25% applies to cover administrative costs. Families can utilize this throughout the year to earn money to cover tuition. See director for details.
- We also partner with restaurants from time to time, to raise money for the school in general or for individual tuition. Participation is optional.
- A discount is available to current members who refer a family that enrolls their child. The current member will receive \$25 off their next month's tuition per family enrolled. We welcome your help in sharing our posts on social media.

Medical Information

Children should not come to school if they are sick. If your child has had the following symptoms within the past 24 hours, he or she should not be brought to school:

Fever	Vomiting or diarrhea (even if associated with teething)	
Strep throat	Bronchitis	Measles
Common cold	Sore throat	Frequent cough
Rash of any kind	Any skin infection: boils, ringworm, impetigo	
Pink eye or any other eye infections.		

Your child must be symptom-free for 24 hours before returning to school. Thank you for doing your part to keep everyone healthy. Our staff makes every effort to have children wash their hands often and sanitize toys, door handles and surfaces frequently.

Outdoor Activities

Classes will have outdoor recess if the weather is dry and above 40 degrees. Please dress your children appropriately and send a jacket when necessary. Closed-toe shoes are recommended. Children must have shoes in order to go to the playground.

Security

For the safety of the children and staff, doors will be locked at 10:00am on class days. Please contact the director or church secretary for admittance after 10:00.

All teachers and aides working for GNLC have completed Child Protection Training and passed a background check provided by Shield Screening. Security cameras are installed in all children's classrooms as well as throughout the campus for the safety of the children and staff.

Snow Days

Although we use Catoosa Public Schools as a guide for closings, we will assess the situation in case of inclement weather. We will contact parents via app, text and email in case of closing. Days missed for weather cancellation are not made up later in the year. There is no tuition reduction for absences or school closings due to inclement weather.

Special Needs

GNLC accepts children that need some special accommodations on a case-by-case basis only if the child is able to assimilate into the classroom with other students and activities, and if 4 years or older, can use the bathroom independently. Then we may enroll the child on a trial basis. While we value every life, GNLC does not currently have the training, shadow teachers, one-on-one helpers, or facility modifications to safely meet the needs of every child. Enrollment is also based on spots available.

"We will tell the next generation the praiseworthy deeds of the Lord, his power, and the wonders he has done." Psalm 78:4