



Good News Learning Center
Parent Information

2026-2027

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 by educating children in a grace-filled, Christ-centered environment marked by excellence and integrity—partnering with families, developing staff, and trusting God to grow His kingdom through our work.

When we meet & Who we serve

- **School Year Aug - May:** Tuesdays & Thursdays 9:30am - 3:00pm, for children ages 12 months - 10 years old.
- **Summer July 7-23** Tuesdays, Wednesdays & Thursdays, 9:00am - 1:00pm, ages 12 months - 10 years.

See our yearly calendar on page 6.

GNLC Advisory Team

- Julie Brooks, Good News Church Children's Minister 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 in this document 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 enrolled or put on the waiting list.

Tuition - School year

- 2-days a week
 - Ages 1 - 6, \$225 per student, per month. The rate changes on the child's 7th birthday.
 - Ages 7 & up, \$195 per student, per month.
- 1-day a week (if space allows)
 - Ages 1 - 6, \$140 per student, per month. The rate changes on the child's 7th birthday.
 - Ages 7 & up, \$120 per student, per month.
- \$25 non-refundable deposit is due asap to reserve your child's spot and applies to the total of your tuition. Remaining tuition for the first month is due on August 15.
- Tuition is due on the 15th of each month, August through April.
- 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.
- Tuition is non-refundable and is due on the 15th of each month. If not paid by the 30th, 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.

Forms of Payment

- Cash. Please place cash in an envelope with your child's name. Envelopes are available from the director. Payments will be manually applied to your invoice within 2 business days.
- Check. Write checks to **Good News Church**, with GNLC and your child's name on the memo line. Payments will be manually applied to your invoice within 2 business days.
- Online. Use the Brightwheel app to pay conveniently online. Transaction fee (approximately 2.9%) will be automatically added to credit card payments made through Brightwheel.
- We accept Respite Vouchers. Please notify the director when registering if you will be using respite vouchers. The remaining tuition that is not covered by vouchers is due on time and all payment policies apply.

Morning Drop-off - 9:30am

- Doors open at 9:25am.
- Please park in the parking lot (not the portico) and enter through the main door under the portico, then walk your child to their classroom. **Please do not use the daycare entrance at the Family Life Center.**
- 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 will result in an After Care charge.

Before & After Care

To accommodate parents with longer work hours or navigating long school pick-up lines, we offer Before and After Care. Before and After care is available for one hour before school (8:30-9:30am) and one hour

after school (3:00-4:00pm) each day. Cost is \$10 an hour, and \$5 an hour for siblings. Pre-packaged snacks will be provided during Before Care and After care.

Notify us of your need for Before/After Care:

- As much advance notice as possible will help us plan and prepare for your student.
- Register here for Before/After care for each month
https://schools.mybrightwheel.com/sign-in?redirect_path=forms/8a5f448c-4761-46a0-b744-af65646a7c4a/self-service
- For 24-hour notice, please message the director through Brightwheel.
- Payment will be reflected on your Brightwheel invoice.
- Payments are due within 24 hours of the Before/After Care.
- Cash refunds will not be provided for pre-paid Before/After care.
- If your child is not signed up for before/after care but is dropped off before 9:25 or picked up after 3:05pm, the Before/After Care fee of \$10 will be applied to your account.
- For pickups after 4:00pm, a fee of \$1 per minute will be applied to your account.

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 or an item for show and tell.
- Some teachers request parents send bulk snacks to be served to all the children, and others prefer children bring an individual snack. Your child's teacher will let you know what they prefer.
- Infants/toddlers
 - Lunch - finger foods (not spoon-fed foods)
 - 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 spill-proof refillable water cup or bottle
 - 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 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 18, 20, 25, 27	January 5, 7, 12, 14, 19, 21, 26, 28
September 1, 3, 8, 10, 15, 17, 22, 24, 29	February 2, 4, 9, 11, 16, 18, 23, 25
October 1, 6, 8, 20, 22, 27, 29	March 2, 4, 9, 11, 23, 25, 30
November 3, 5, 10, 12, 17, 19	April 1, 6, 8, 13, 15, 20, 22, 27, 29
December 1, 3, 8, 10	May 4, 6, 11, 13

Communication

The Learning Center utilizes a software program called Brightwheel for all registration, billing, and communication between teachers, admin and parents. It is **required** that parents create a login and check for notifications before class days.

Curriculum

The Learning Center utilizes a biblical curriculum that meets each child’s cognitive, creative, social, physical and emotional needs through interactive, engaging, and developmentally appropriate activities. We strive to

meet each child at his or her level and provide challenging activities to help them grow in knowledge and faith.

Classes for ages 4 and under use curriculum based on common learning objectives and age-appropriate activities. Classes for children 5 and older will use a mix of age appropriate enrichment activities and manipulatives to reinforce common learning objectives.

For the elementary homeschool hybrid class, students will explore hands-on lessons in Bible, art, science, practical life skills, critical thinking & physical education. Since it is an enrichment class only, we recommend parents provide core education studies as a foundation for their child's education.

Discipline and Guidance

Discipline and guidance will be consistent and based on an understanding of child development. It will promote self-discipline and acceptable behavior, including self-regulating (breathing to calm down), redirection, and conversation to identify the problem. There will be no cruel punishment, shaming or frightening discipline, and no child shall ever receive corporal punishment. Uncontrollable or unusual behavior will be reported to the director, and parents will be contacted 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. Ninety percent of earnings will apply directly to your tuition, and 10% applies to cover administrative costs. Families can utilize this throughout the year to earn money to cover tuition. Our enrollment code is UINCD6TDXK22. See director for details.
- A discount is available to current members who refer a family that enrolls their child. The current member will receive \$50 off their next month's tuition per full-time student 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 between 10:00am and 2:45pm on class days. Please contact the director or church secretary for admittance during these times.

All teachers and assistants 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 5 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

Summer Program 2026

- Summer program is for 3 weeks in July, Tuesdays, Wednesdays & Thursdays, from **9am-1pm**. Dates are July 7-23
- \$25 non-refundable registration fee due asap to reserve your child's spot. \$155 remaining tuition due on June 30, for a total of \$180 for the entire summer program.
- Weekly rate for one week (or any 3 non-consecutive days) of summer program is \$75 per week. Summer registration fee of \$30 is required to reserve your child's spot, with the remaining \$45 due June 30.
- All other policies apply.
- Register here
https://schools.mybrightwheel.com/sign-in?redirect_path=forms/cb7fa36f-5218-4be0-84fe-80369a2e5724/self-service