

## Ministry of Faith Journey Church

Gaarde Christian Day Care(GCDC) is a ministry of Faith Journey Church.

The Deacon board and Senior Pastor oversee the business operations of the Day Care.

While we do not teach Assembly of God doctrinal distinctives to a GCDC student, it is understood that the doctrinal distinctives govern the operations of each entity of FJC including GCDC We do not require our GCDC teachers to subscribe to the beliefs of FJC other than what is described in the 'Statement of Faith", which is found in the GCDC Handbook.

### GCDC Staff

GCDC staff go through a vigorous screening process. The interview process is layered and before they are hired each applicant will undergo reference checks, State of Oregon criminal background check, and a nation wide (and international if warranted) background check. All staff, including substitutes, must meet state requirements and complete an orientation process before starting work. Each staff person must continue their education by completing at least the minimum required state clock hours in workshops, & seminars, including First Aid/CPR training.

(A ministry of Faith Journey Church)

11265 SW Gaarde St

Tigard, OR 97224

Ph: 503.639.5336

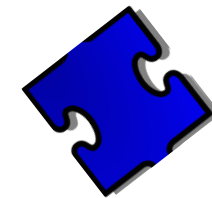
Fax: 503.684.6492

Email: [daycare@gaardechristian.com](mailto:daycare@gaardechristian.com)

*Day Care Policies subject to change per guidelines from the State of Oregon*



**FAITH JOURNEY**  
CHURCH



Safe & Nurturing  
Environment

Christ Centered Learning



## HOURS OF OPERATION

Gaarde Christian Day Care is open Monday - Friday from 7:00am - 8:10am and 11:30am - 6:00pm

## SCHEDULE

GCDC operate on a 10 month schedule, starting the Wednesday following Labor Day until the date in June which is posted on the annual calendar. The calendar will be published by July 1st. GCDC is closed the following holidays:

- Thanksgiving/Friday after
- Veteran's Day Observed
- Christmas Vacation, as noted on the calendar
- Martin Luther King Jr. Day
- President's Day
- Spring Break, as noted on the calendar
- Memorial Day

There will be other dates of closure throughout the course of the 10 month GCDC calendar all of which will be noted on the annual calendar.

## REGISTRATION

GCDC has limited space and fills in order of registrations *and* schedules received. Due to Covid 19 restrictions the 7 a.m. –8:10 a.m. space will be restricted to 20 students. Please note on registration form which time slot your child will arrive., 7-7:45 or 7:45– 8:10.

Day Care for elementary students (ages 5-12) is available beginning the Wednesday after Labor Day.

Day Care for preschool students (ages 3 and 4) is available beginning the Monday after Labor Day. Students must be of age by **September 1st** and be completely potty trained.

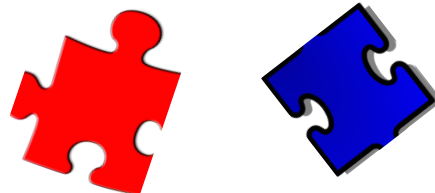
## HEALTH POLICY

As a licensed day care in the state of Oregon, we follow policy/protocols in regards to sicknesses. Every family will be expected to follow the 'health for all' system which means parents are responsible to evaluate their own child's health prior to each day's admittance to day-care. Every child will be assessed each day by a staff person prior to being signed in, with the expectation that no child is being sent to day care with a treated fever or cough. If there has been exposure/or positive test of Covid 19 in the child's immediate family there is an expectation of disclosure to the day care director.

## PRESCHOOL

### ◇ Daily Schedule

We believe that young children thrive when they know what to 'expect next'. With that in mind, our daily goal is to follow a routine that allows for children to feel the safety of expectations being met. When they have a general knowledge of what they will be doing in the next segment of time, they transition easier, they feel more in control and they are able to participate fully because they don't have to spend any efforts on wondering 'what is going to happen now'. Generally the afternoon for preschool age students follows a schedule of free play, lunch time, rest time, daily activity, recess, and snack.



## ELEMENTARY

### ◇ Daily Schedule

Elementary age children need similar routines as a preschool age child in order to provide a safe & stress free environment for them to thrive. A typical schedule for an elementary age student includes snack time, recess, homework time, free activity time.

## FEES & PAYMENTS

- **Cost: \$6.00/per hour, per child**
- A flat fee of \$6.00 is charged for any amount of day care use from 7:00a - 8:10a,(choice of 2 arrival time periods)
- \$2/hr. charge if late pickup
- Late pick up charges (after 6pm) will result in a \$10.00 charge for the first 10 minutes, and a \$15.00 charge for each five minute period thereafter
- Day care schedules are permanent schedules, there are no changes except cancellations.
- **There is no drop-in day care**
- Payment for scheduled hours are due regardless of child's attendance
- Accounts past due will result in suspension of day care use until account is current

**A registration form and printed schedule must be on file in order for care to be provided. Forms are available online, in the Day Care office or FJC Front Office.**

GCDC Handbook Available Upon Request