

# Mother's Day Out



2025-2026

1501 Jim Wright Fwy.  
Loop 820 at N. Las Vegas Tr.  
Fort Worth, TX 76108  
817-246-6646  
Laurie Smith, Director  
[www.gbcbfortworth.com/graceplace](http://www.gbcbfortworth.com/graceplace)

Dear Parents,

Welcome to The Grace Place! I am so happy to be a part of such a wonderful, growing ministry of Grace Baptist Church. For 20 years, our Mother's Day Out program has been providing children with preschool curriculum while incorporating God's teachings in their lives. It is our desire for every child to feel loved and to have a sense of belonging here at The Grace Place. We are expecting great things to happen this year for our children, teachers, and our church. Grace Baptist Church is a warm, loving church family, ready to welcome you. A schedule of church activities can be found on our church website [www.gbcbfortworth.com](http://www.gbcbfortworth.com). If you are seeking a church home, we would be happy to have you visit!

I look forward to getting to know each of you and spending the next year with your children. Please feel free to visit us here at The Grace Place anytime. Parents are always welcome!

Thank you for keeping The Grace Place in your prayers.

Blessings,

Laurie Smith, Director

## **Mission Statement**

The Grace Place is an outreach ministry, serving the mothers and preschool children of Grace Baptist Church and the surrounding community. It is designed to provide an environment in which each child can grow spiritually, physically, mentally, emotionally, and socially. It is our goal at The Grace Place to provide a Christian atmosphere where God's love and care can be emphasized as children work and play with others.

## **The Grace Place offers Preschool Classes for children 1 to 4/5 years old.**

Children must be the appropriate age by September 1st to attend each age group class.

- Preschool Curriculum
- Learning Centers
- Music
- Art
- Story Time
- Outside Play
- Bible Stories
- Spanish (3/4's)
- Science (4's class only)

### **Registration Information**

The registration fee is due upon completion of all paperwork through brightwheel. This fee guarantees a spot for your child. Without the fee, a spot for your child cannot be held. Registration fees are non-refundable.

A separate Supply Fee is due at the beginning of the Fall semester (August) and again at the beginning of the Spring semester (January). If enrolling after the first day of school, both fees are still required.

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| • Registration Fee (per child)                      | \$50 |
| • Supply Fee (per child, per semester)              | \$75 |
| • Fee for monthly lunches (per child, per semester) | \$20 |
| • Graduation Fee (Pre-K only)                       | \$10 |

## **Monthly Tuition Payments**

Two Days a Week \$240

\*Families with multiple children will receive a monthly discount of \$15 for each additional child. Church members will also receive an additional discount.

Payments are due on the first school day of each month. All tuition payments must be made through brightwheel by ACH or credit/debit card. ACH payments will incur a processing fee of 0.6% & credit/debit cards will incur a processing fee of 2.95%. There are no reductions or refunds in tuition due to absences or holidays. Tuition is the same each month & is based on the number of days we attend each year, with holidays being taken into account.

A past due payment of \$15.00 will be charged after the 10th day of the month, Non-payment for 2 consecutive months will result in unenrollment after the 10th day of the 2<sup>nd</sup> month.

## **School Days**

The Grace Place's operating hours are 9:00am-2:30pm, Tuesdays and Thursdays. We follow the White Settlement Independent School District schedule for school closings and most holidays. In the event of bad weather, Grace Place will be closed if White Settlement OR Fort Worth Schools are closed/delayed. You will receive a brightwheel message regarding school closings.

## **Arrival**

Arrival time for students is 9:00. Doors open at 8:59 & are supervised by a staff member to allow you access. Doors are locked at 9:30 & you will need to ring the doorbell to be let in. Please do not enter a room without a teacher present, and children are not allowed to eat breakfast in class.

## **Sign-In and Sign-Out**

Parents are required to check-in & check-out their child each day by using the brightwheel app. Please make sure all approved pick-up contacts are listed under your child's profile and have signed up with brightwheel. Please do not share your sign-in code with others. Each approved person needs to have their own code.

## **Dismissal**

Dismissal time for students is between 2:00 & 2:30 p.m. Doors open at 2:00 & are supervised by a staff member to allow you access. Doors are locked at 2:30 and your child will be taken to our after-school care program. There will be a \$5 late charge.

## **Authorized Releases**

No child shall be released to a person not authorized by the parent. It is the parent's responsibility to ensure that all persons who are approved to pick up their child are added as a contact in brightwheel. In an emergency situation when this cannot be done, the Director must be notified.

# General Information

## Lunch

Please send a lunch for your child containing food & drink that does not require heating or refrigeration. Young children should **bring only finger foods and drinks they can handle**. (Please see "Appropriate Cups" handout) Teachers are encouraged to return uneaten food so that parents may see what and how much their child is eating.

## Rest Time (All Classes except 4's)

Children may bring a small nap mat or blanket to rest on but these items must be taken home each day. Please keep items small, easily packable, and frequently washed.

## Clothing

Every child must bring a change of clothing each day. Dress your child appropriately for play and outdoor activities. Please LABEL EVERYTHING with your child's name (lunch boxes, backpacks, jackets, extra clothes, blankets, mats, pacifiers, cups, etc...).

## Toilet Training

All children in the 3's & 4's classes MUST be fully toilet trained to attend The Grace Place. This means they can go to the bathroom by themselves without any physical (only verbal) help from a teacher. Teachers will assist younger children who are toilet training. Infants and toddlers need to use disposable diapers or pull-ups.

## **Playtime**

Children will have outside playtime, weather permitting. We will play outside when it is dry & above 40 degrees. Jackets and other appropriate clothing should be sent. The gym is available when the children cannot go outside.

## **Class Parties**

The Grace Place loves to celebrate the holidays! Classes will celebrate Thanksgiving, Christmas, Valentine's Day, Easter, and the end of the school year. Birthday celebrations are welcome. All food brought in must be store-bought to ensure the safety of our children with food allergies. Please consult your child's teacher at least 24 hours in advance. No gifts, please.

## **Toys**

Personal toys need to be left at home unless otherwise requested by your child's teacher. We cannot be responsible for toys brought to The Grace Place. However, specific items needed for sleep (stuffed animal or blanket) may be brought for use at naptime.

## **Newsletters & Information**

The school calendar & monthly newsletter will be secured in your child's folder for easy access & will give details about upcoming events and news. Information will also be posted in the brightwheel calendar & posted on the board by the office. We will also continue to send reminders.

# **Illness Policies**

We strive to keep a healthy atmosphere at Grace Place. If your child is sick, please keep them at home. Your child will be sent home if they have a temperature of 100 degrees or higher, are vomiting, have diarrhea, exhibit a rash, or other signs of communicable disease. No child can return until free of all symptoms for at least 24 hrs.

## **Medicine**

If a medical form is completed & submitted through brightwheel, the Director or teacher can administer TOPICAL non-prescription medications such as diaper cream or anti-itch cream provided by the parent. If you have any questions about specific medications, such as a nebulizer or Epi-pen, please see the Director,

## **Boo-Boos**

If a child incurs a minor injury at Grace Place, appropriate actions will be taken to comfort the child and treat the injury. A "Boo-Boo Report" will be sent through brightwheel detailing the injury & actions taken.

## **Major Illnesses/Injuries**

If a major illness or injury occurs, the parents will be notified as quickly as possible. At Grace Place, a major injury includes but is not limited to head or eye injury, laceration, broken bone, burn, or an injury that produces swelling.





**Grace Baptist Church**

**Grace Place MDO**

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