



FAQ's

What time will school start and end?

ECP's hours will be from 9:30am – 3:00pm. Preschool children who are only participating in the morning program will be finished at 12:15pm.

How will I receive communication from the school?

Once enrolled, every family is given access to a parent portal which is most easily viewed using the Sandbox Parent App. Instructions to download the app can be found on the website. ECP does most of its communication through this portal. School wide communication is issued this way; in the event of an emergency, this is how we would pass along information; you can view and pay invoices, print tax receipts, and update shot records; and teachers use it to post updates, photos, and more. It is extremely important that you utilize this feature. Please be sure to enable your notifications so that you will receive a text/email notifying you that something has been posted to your portal.

If my child is a returning student, do I need to do anything to enable my portal for the current year?

Your portal should remain active from the previous year. However, please update your child's picture each year to reflect their current age and check to be sure that all of your child's information (phone numbers, address, adults allowed to pick him/her up from school, etc.) is still correct.

Will there be a parent orientation?

Yes! All parents will have an opportunity to attend an adults only evening where you will be able to meet the director and the teachers, hear all about the fun things that will be happening in your child's class, and get all of your questions answered. Parent Orientation will be held the week before school starts.

When will I know who my child's teachers are?

Because enrollment generally continues to shift some during the summer, children will not be placed in classes until mid-August. Once children have been placed in a specific class, it will show up in your portal.

Will my child be able to meet his/her teacher before school begins?

Yes! All children will have an opportunity to attend ECP's Meet the Teacher Day. This is a time for you to come and stay with your child as he/she gets acquainted with the teacher and the classroom. These will be done in small groups by appointment only. Sign-ups for time slots will be available through a

“Sign-Up Genius” which will be sent out by the teachers. Meet the Teacher will be in late August- usually the day before school starts.

How do I check my child in and out?

Every person authorized to pick up a child has a unique password. Please see the instructions as to how to utilize touchless check-in and check-out [here](#). Children must be signed in as soon as they are dropped off and must be signed out before being picked up.

What is the morning arrival process?

- *For parents who are walking children into the building...*

Parking is reserved for ECP families in the west parking lot behind the gym. You will enter this parking lot from 10th street and enter the building through the main ECP entrance. Once you have dropped off your child at his/her classroom, please exit through the doors of the gym or the doors at the end of the pre-k hallway rather than back out the front doors.

For preschool 3's, pre-k, and kindergarten students doing drop-off...

Drop off is available for children ages Preschool 3's and older. To get in line for drop off, you will enter the drop-off line through the parking lot on the west side of the church from 10th street. Proceed through the far back side of the parking lot behind the playground and line up in the circle drive between the playground and the main doors to the school. When you are lining up, please stay to the left side of the parking lot to allow non-ECP traffic through the lot. Teachers will be on the sidewalk to help your child out of the car and will be stationed throughout the area to assure that your child arrives safely to class. You will receive a copy of the drop-off traffic flow map at Meet the Teacher.

When dropping your child off, please do not allow him/ her to exit the car alone. Teachers will be available to help the children safely exit the vehicle.

If you arrive after drop-off is over (there will no longer be teachers on the sidewalk), you must walk your child to his/her classroom door.

- *Morning car drop-off will not begin until the second week of school.*

What are the procedures for mid-day and afternoon pickup?

All children will be picked up at their classroom door and must be signed out before leaving. Pickup time is from 12pm-12:15pm or 2:45-3pm. Late fees will be assessed for children not picked up by 3pm.

What about snacks?

Each child should bring an individual snack to be eaten mid-day.

Can my child celebrate his/her birthday at school?

Birthdays are cause for big celebrations! Birthdays will be celebrated in the classroom but will be done in a way that does not involve special food. If you would like to bring something special, a small goodie bag for each child with non-food items is appropriate but not necessary.

What about lunch?

If your child is in CDO, Pre-K, Kindergarten or is staying for Afternoon Enrichment, your child will need a lunch. Teachers do not have the ability to heat up your child's lunch so please plan accordingly.

What is Pizza Day?

On these days, children who are staying for lunch will have pizza and applesauce provided. The cost for this is \$5 each time and will be billed to your account. If your child doesn't like pizza, please send an alternative lunch. If your preschool child doesn't normally stay for afternoon enrichment but would like to stay for pizza lunch, you will need to sign them up at the front desk as an afternoon enrichment drop-in at least one day ahead of time.

What is Rodeo Roundup?

You won't want to miss this! Rodeo Roundup is a very special evening of family fun! In previous years, we have had pony rides, a petting zoo, hayrides, western games for the kiddos, food, and much more.

What is Trike-a-Thon Town?

Trike-a-thon Town is ECP's main fundraiser and aims to provide an interactive and real-world, community experience for students and families. Drivers will take the wheel, cruise up and down streets, shop at stores, visit businesses, even refuel vehicles and park for a bite to eat at the pit stop! Proceeds from the event sponsor scholarships and go directly back into enhancements for the program. Stay tuned as information will be coming soon!

Should my child bring a water bottle?

Yes, every child should bring a water bottle with him/her every day. These are often taken to the playground with the children on hot days.

Do I need a backpack or tote?

Please do NOT bring backpacks! Teachers are required to check bags every day to be sure there is nothing in them that would be against DHS licensing regulations. Backpacks, with all their many pockets, are very time consuming to check. ECP provides each student with a free tote bag upon enrollment. If you didn't get one when you enrolled, please see the front desk, and they will help you. If you need a replacement bag, they are available for a small fee.

What does my child need for CDO nap time?

CDO children will need to bring a nap mat of the "all in one" variety. These mats have a base pad, blanket, and pillow all in one piece, and they roll up and secure with Velcro straps. To view mats similar to this, see

https://www.amazon.com/s?k=nap+mat&crd=3V6S14Z7HKOFV&srefix=nap+mat%2Caps%2C205&ref=nb_sb_ss_i_1_7

In addition, children should bring anything that makes them feel comfortable for sleeping. (stuffed animal, pacifier, etc.)

What is Bible Time?

Bible Time (weekly chapel) is at the heart of what we do at ECP! Children will experience upbeat worship music, puppets, stories, and God's truth in an interactive format on a weekly basis. We want your children to know and experience the amazing love that God has for them while they are with us!

What about outside play?

We believe outside play time is crucial for child development, and we have an amazing outdoor area for children to experience! The weather in Oklahoma is constantly changing, and children will be outside for extended periods of time so please dress your child accordingly.

How should my child dress for school?

ECP believes children learn through their play and that play will often be messy! Children will be outside daily where they will experience sand and water play (we even have a mud kitchen 😊). Children will paint with everything from pudding to shaving cream, they will play with playdoh, and so much more. Children can't truly explore their play if they are constantly worried about getting dirty, so please dress them accordingly! We are always working on self-help skills, so clothing should be easy for children to manage on their own- especially in the bathroom.

How do I pay my tuition?

1. All tuition must be paid through auto draft. This must be set up in your parent portal in two steps.
 - a. Step 1: Enable automatic payments in the portal and enter your banking information.
 - b. Step 2: Within 24-48 hours, two small deposits will be deposited in your bank account. You **MUST** come back to the portal and enter those deposit amounts to verify the account. **If you skip this process, the auto draft will not work!**
2. Auto draft of tuition will occur on the 3rd of the month beginning September 3, 2023