Little Humble Hearts Christian Academy

**COVID-19**

**Center of Operation**

Little Humble Hearts Christian Academy number one priority is the health and safety of the children and staff during this pandemic. We are being extremely cautious and safe for your child/children. I know closing the center is an inconvenience to some but operating in this pandemic has been a task to keep everyone safe. Thank you for patience and understanding. If you have any questions or concerns about the center of operation, please feel free to call, Ms. Okema White at (662) 878-5008/ (662) 878-9832. I am available to answer any of your questions or concerns.

**Arrival/Departure**

* Masks are required during arrival and departure.
* Arrival and Departure Time is 7:00am-3:00pm Monday-Thursday.
* Arrival and Departure Time is 7:00am-2:00pm on Friday.
* Children are not accepted after 8:30am. Children are only accepted after 8:30 am for doctor’s appointment only and must arrive before 10:30am and with Doctor’s excuse.

**Payment (Paying Customers Only)**

* Payments are due the beginning of the week unless payment arrangements and agreement has been made by the Director.
* If your child attends only 1-2 days, you will be asked to only pay the daily rate.
* If your child attends 3 or more days, you will be asked to pay the weekly fee.

* Payments are not requested during center closing during holidays, summer breaks, or closing for any other purposes beyond our control.
* Payments that are made at the beginning of the week and something happens beyond our control; those payments are non- refundable. It will be at the Director’s discretion to discuss payment concerning that week with the parent (individually).

**Center Closing**

* Little Humble Hearts Christian Academy will close for every major holiday.
* Little Humble Hearts Christian Academy will also close if bad weather has been predicted. (No repeats from the last flooding)
* Little Humble Hearts Christian Academy will also close a week for deep cleaning of the facility. (A 2week notice will be given)
* During these times of closing please have someone available to care for your child.
* If there is an emergency during operating hours, please have a reliable individual to pick up your child immediately.
* There should always be a reliable individual on call for emergency care for your child/children.

Again, thank you for entrusting Little Humble Hearts Christian Academy to nurture, care, and educate your child/children.

Sincerely,

Okema White

Okema White, Director

Little Humble Hearts Christian Academy