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Mission Statement

Rooted Christian Academy partners with families to provide a Christ-centered foundation for early learning. Inspired by Colossians 2:7, we dedicate ourselves to ensuring every child is rooted in faith, built up in knowledge, and prepared for their educational journey ahead.

About Our Program

Rooted Christian Academy is committed to providing a joyful, Christ-centered early learning environment where children can grow in confidence, curiosity and character. Rooted in biblical principles, we seek to cultivate kindness, integrity and love for learning through intentional teaching and nurturing relationships. Designed specifically for 3-5 years olds, our program provides a vibrant, engaging curriculum rich in phonics, early math, and social-emotional development.

Here we don't just prepare children for school – we nurture confident hearts eager to explore.

Core Values

At Rooted Christian Academy, we believe that children thrive when they are rooted in the love and truth of Jesus Christ. Inspired by Colossians 2:7–"Let your roots grow down into Him and let your lives be built on Him…"

Educational Beliefs

- Every child is uniquely created by God, with purpose, value and potential.
- Learning should inspire wonder, kindness, creativity and love for others.
- The best educational experience for a child is made through teachers and families working together to help students grow academically as well as in their character and faith.
- Students should learn in an environment filled with grace, encouragement, structure and love.
- Teachers have a goal to help children become confident learners, compassionate friends, and rooted followers of Christ.

Religious Affiliation

While our program is not affiliated with any one, specific Christian denomination, our approach & curricula is influenced by Christian values that shape our care and community.

Statement of Faith

Rooted Christian Academy is built on the belief that the Bible is God's Word and the foundation for truth, love, and learning. We believe there is one true God, who created the universe & exists in three persons–Father, Son, and Holy Spirit. As the Bible tells us, Jesus Christ is God's son. He came to Earth, lived a sinless life, willingly died on the cross for us and conquered death by raising to life again 3 days later in order to offer us salvation. That way, everyone who loves & believes in Jesus as their Savior as well as repents of their sins is given the ultimate, free gift of eternal life in Heaven someday. In addition, we also believe that every child is created in God's image, deeply valued, and uniquely designed with a special purpose.

Our Goal is to come alongside families in a safe, caring and Christ-centered environment where children can grow academically, socially, emotionally, and spiritually as they learn about God's love and develop character shaped by Biblical truth.

Non-Discrimination Policy

Our program does not discriminate on the basis of race, color, national or ethical origin. You do not need to be affiliated with any religion to attend Rooted Christian Academy but must understand and accept that we use Christian-based curricula in our classrooms.
We are committed to providing equally loving treatment in a welcoming environment with the same educational support for ALL children.

Rooted Christian Academy Teachers and Staff will handle and address everyone in a kind & respectful manner while providing the same level of care & excellence for everyone. Any concerns regarding this may be brought to the Director immediately and will be addressed promptly and appropriately.

Contact Information

At Rooted Christian Academy, we value open communication and strong partnerships with our families. If you have any questions, concerns, or would like to discuss your child's experience, we encourage you to reach out at any time.

Please contact the director via email or through our Brightwheel app, and we will respond as promptly as possible during regular business hours.

We are committed to working together to support each child's growth, well-being, and success in our program.

Director: Amber McLean rootedchristianacademy@yahoo.com or (503) 862-6993

You can find additional information on our website at: rootedchristianacademy.org

Hours of Operation

Business Hours are from 9:00am-3:00pm Tuesday and Thursday

School Hours are from 8:30-11:30am Monday, Wednesday, Friday for 3's/4's class
12:00-3:00pm Monday, Wednesday, Friday for PreK class.

Academic Performance

Rooted Christian Academy uses ongoing observation, assessment and evaluation practices to help ensure each child is growing and progressing toward age-appropriate academic and developmental goals.

Accreditation and Certification

Rooted Christian Academy is a private preschool program and is not accredited by an outside agency. Private early childhood programs are not required in the state of Oregon to hold accreditation. They are, however, responsible for carefully establishing and following their own high academic and developmental standards.

Rooted Christian Academy is a recorded program with the state of Oregon.
Recorded Number: PS601967

Curriculum

Rooted Christian Academy implements a teacher-developed curriculum that is thoughtfully designed to support early childhood developmental and academic objectives while reflecting our values-based approach to learning. This curriculum is intentionally paired with engaging, hands-on opportunities that encourage curiosity, discovery, and meaningful understanding.

We believe children learn best in environments that nurture both the mind and heart. Our educational experiences are designed to support each child's growth academically, socially, emotionally, and in their understanding of God's world.

Potty-Training Guidelines

Rooted Christian Academy requires that all enrolled children be fully toilet trained prior to starting the program. A child is considered fully toilet trained when they are able to independently recognize their need to use the restroom, communicate this need to an adult, manage clothing (pull up and down), and complete toileting routines without regular accidents or the use of diapers/pullups during the school day.

Our preschool program is not equipped to provide diapering services or ongoing toilet support. Occasional accidents are understood as part of early childhood development; however, children must be able to consistently participate in the program without the need for diapering or frequent toileting assistance.

If a child experiences ongoing toileting challenges, families may be asked to work on readiness skills at home or delay enrollment until the child is fully ready to participate independently in the classroom routine.

Enrollment Requirements:

1. 3-year olds must be three by September 1st to be enrolled in the 3-year old class.
2. 4-year olds must be four by September 1st to be enrolled in the 4-year old class.
3. To enroll in the PreK program, children must be 4.5 years old by September 1st to be eligible to attend the program.

Registration Requirements and Enrollment Process

To enroll in our program, families are required to complete a registration form and fee and submit all necessary enrollment documents prior to a child's first day of attendance.

Registration forms may be completed in one of two ways:

- Through our Brightwheel App, or
- By downloading and printing from our website and returning the completed form to the school along with the required registration fee.

Registration for the upcoming school year begins the first week of February. Priority enrollment will be given to currently enrolled families and their siblings as well as returning families. Any remaining openings are then offered to new families on a first-come, first-served basis.

Tours for prospective families begin in January and are scheduled as availability allows. Tour dates and sign up information will be posted and updated on our website.

We always look forward to welcoming new families and continuing to build our school community.!

Rooted Family Partnership

At Rooted Christian Academy, we believe children thrive when families and teachers work together in partnership. Each family brings unique gifts, experiences and circumstances, and we are grateful for the opportunity to walk alongside you during this important season of your child's life.

Because we are a small, relationship-focused preschool, we value opportunities for families to be involved in meaningful ways. Throughout the year, families may choose to participate in a variety of ways. Whether volunteering in the classroom, preparing materials at home, praying for our school, or simply supporting your child's learning each day, you are an important part of our community.

Rooted Together Day

Each family will have approximately one day a month (depending on the number of students enrolled) where a parent or approved family member will join us in the classroom. You will lend an extra set of hands as we play, learn, and grow together. This day will also be your child's Share/Snack Day. It's your child's special day! So this is their opportunity to bring something from home to share with the class and tell us a bit about it. Your child also provides a classroom snack to share with their friends.

We understand that family schedules vary. We will do our best to accommodate schedules.

Rooted Together Family Care Fund

At Rooted Christian Academy, we believe every family should feel welcomed, supported, and cared for by our school community. The Rooted Together Family Care Fund is available to help enrolled families experiencing an unexpected hardship that makes it difficult to continue their child's preschool education. Our community will help build this fund through a cookie dough fundraiser in the fall and a flower bulb fundraiser in the spring. Participation is always voluntary, and every contribution—large or small—helps us care for one another.

Families who need support are welcome to speak privately with the director. All requests will be handled with compassion, respect, and confidentiality. Assistance toward preschool tuition may be offered as funds are available, with the amount and duration determined according to each family's circumstances.

Whether you participate in a fundraiser, share encouragement, or simply help spread the word, you are helping make Rooted a place where families belong and no one has to face a difficult season alone.

Tuition Structure and Payment Policy

Tuition supports staffing, classroom materials and facility costs.

Tuition payments are due on the 1st of the month and must be paid in-full regardless of a child's attendance, including illness, holidays, or planned absences. No discounts or credits are provided for missed days.

Payments may be made through our Brightwheel App. A late fee will be applied if payment is not received by the due date.

A **non-refundable** registration/supply fee is required to secure your child's placement each school year.

Families experiencing difficulty with payment are encouraged to communicate with the director as soon as possible so arrangements can be discussed.

We appreciate your commitment in supporting a consistent and high-quality learning environment for all children.

Tuition Information

3-4 Year Old Preschool

Meets every Monday, Wednesday, & Friday
8:30 a.m. to 11:30 a.m.

Cost: $425/month over 10 months
Non-Refundable Registration/Supply Fee $150
Yearly Rate: $4,250
5% Discounted cost if paid in full by Sept. 1st $4,037.50

PreKindergarten

Meets every Monday, Wednesday, & Friday
12:00 p.m. to 3:00 p.m.

Cost: $425/month over 10 months
Non-Refundable Registration/Supply Fee $150
Yearly Rate: $4,250
5% Discounted cost if paid in full by Sept. 1st $4,037.50

**Families enrolling more than one child will receive a 5% discount on their tuition for the additional sibling(s)

General School Policies and Procedures

Address, Phone Number, and Emergency Contact Information Updates

RCA uses an app called Brightwheel. Here you can safely and securely upload your demographics as well as update them when needed.

Arrival and Dismissal Procedures

Please park your vehicle and accompany your child into the building. Classroom doors will open promptly at 8:30 a.m. for arrival and 11:30 a.m. for dismissal for 3/4's class and 12:00 p.m. arrival and 3:00 p.m. dismissal for PreK class.

For your child's safety, please notify the teacher if anyone other than the usual authorized adult will be dropping off or picking up your child. Individuals not listed on your child's authorized pick-up or emergency contact form will be required to present a valid photo ID before a child can be released to them.

If your child needs to leave before the end of the preschool day, please inform the teacher in advance whenever possible.

To ensure adequate supervision, children may not arrive before the scheduled start of the class or remain after dismissal, except in the event of an emergency and with prior approval.

****A late pick-up fee*** of $10 will be charged if a child is not picked up within 10 minutes of the scheduled dismissal time. Additional late fees may apply for extended delays.

Inclement Weather

In the event of inclement weather, our school follows the North Clackamas School District. You will receive a text blast as soon as possible in our Brightwheel app once the director makes an informed decision.

Please note that refunds or make-up days will not be provided for weather related closures, as staffing and facility costs remain in place.

We encourage families to use their best judgement when traveling during severe weather conditions and to prioritize safety when deciding whether to attend.

Thank you for your understanding and cooperation in helping keep everyone safe!

Emergency Drills, Safety, and Security Procedures

The safety and well being of all children and staff is our highest priority. Throughout the school year, we regularly practice emergency procedures including fire drills, earthquake drills, and lockdown or shelter-in-place drills.

These drills are conducted in a calm, age-appropriate manner to help children become familiar with safety routines without causing fear or alarm. Teachers will explain each drill in simple terms and guide children step-by-step.

In the event of a real emergency, staff will follow established safety protocols and prioritize the immediate safety and supervision of all the children. Families will be notified as soon as it is safe and appropriate to do so.

For added safety and preparedness, our classroom is equipped with a mounted LifeVac device for choking emergencies, a readily accessible fire extinguisher, and a fully stocked pediatric first aid kit. All staff members are trained in pediatric first aid and CPR procedures.

To maintain a secure learning environment, classroom doors remain locked during school hours, and all visitors must follow established check-in protocols.

We appreciate your partnership in helping maintain a safe, secure, and prepared environment for all children.

Immunization Policy

To promote the health and safety of all children in our program, we follow state immunization requirements and guidelines. All enrolled children MUST have a current and up-to-date immunization record on file prior to attending our school. A valid exemption form is also acceptable when provided in accordance with state regulations.

Parents/guardians are responsible for submitting updated immunization records as vaccines are received. It is the family’s responsibility to ensure records remain current throughout the school year.

Immunization records and exemption documentation will be kept confidential in each child’s file and maintained in compliance with licensing requirements.

Children who do not have the required documentation on file may not attend class until records are received or an approved exemption is provided.

Behavior & Safety Policy

Rooted Christian Academy is committed to maintaining a safe, nurturing, and respectful learning environment for all children and staff. Preschool aged children are still learning emotional regulation, communication skills, impulse control, and appropriate social interaction. Because of this, challenging behaviors may occasionally occur and will be addressed with patience, guidance, redirection, and developmentally appropriate support strategies.

However, behaviors that place the child, other children, or staff at risk, may require additional intervention. These behaviors may include, but are not limited to:

- Hitting, kicking, bitting, scratching, or spitting
- Aggressive outbursts or repeated physical aggression
- Attempting to run from the classroom or unsafe areas
- Destruction of classroom property
- Repeated threatening or unsafe behavior toward others

When aggressive or unsafe behaviors occur, staff will work to identify triggers, provide redirection and calming strategies, and communicate with families. Incident documentation will be used when appropriate.

If behaviors become ongoing, severe, or significantly disrupt the safety or functioning of the classroom–parents will be asked to participate in a support meeting, seek outside evaluation or services, help develop a behavioral support plan, or reduce attendance hours temporarily.

While we desire to partner with families through challenges, Rooted Christian Academy reserves the right to determine whether our program can safely and appropriately meet a child's needs. Continued enrollment may be evaluated if a child's behavior poses a consistent safety concern or prevents successful participation in the program.

Our goal is to approach children with compassion, dignity, consistency, and grace while protecting the emotional and physical safety of the classroom community.

No Corporal Punishment Policy

We believe in guiding children through positive behavior support, redirection, encouragement, clear expectations, and developmentally appropriate discipline practices that uphold each child's dignity and emotional well-being.

Therefore, Rooted Christian Academy is committed to creating a safe, respectful and nurturing environment for every child. Corporal punishment of any kind is strictly prohibited. This includes, but is not limited to–spanking, hitting, slapping, grabbing, shaking or any form of physical discipline by staff or volunteers.

Neurodiversity & Individual Support Statement

At Rooted Christian Academy, we value and respect the unique ways that children learn, communicate, interact and experience the world. We understand that some children may have diagnosed or undiagnosed learning, developmental, sensory, behavioral, attention, or social-emotional differences, including ADHD, autism, sensory processing challenges, anxiety, or other neurodevelopmental needs.
Neurodiversity
Our goal is to provide a nurturing and supportive classroom environment that encourages each child's growth while maintaining a safe, positive, and successful learning experience for all students. Teachers may implement age-appropriate supports such as visual schedules, movement breaks, sensory-friendly strategies, redirection and positive behavior guidance when appropriate within the scope of our program.

We believe strong partnership with our families and teachers is essential. Parents are encouraged to share helpful information regarding their child's strengths, challenges, triggers, diagnoses, therapies, or support strategies so we can best support their child within the classroom.

While we strive to support a wide range of individual needs, Rooted Christian Academy is not a therapeutic, behavioral, or special education program and is not able to provide 1-1 aides, intensive behavioral intervention, or specialized clinical services.

If a child's needs significantly impact their safety, well being, or ability to participate successfully in the program, we will need to discuss whether our program is the best for the child at that time.

Academic Goals: *Students in our program will work towards the following-*

Language and Literacy Development:

- Develop pre-reading skills through storytelling, phonological awareness, and exposure to print.
- Recognize letters and begin associating them with sounds.
- Build vocabulary through conversation, songs and thematic learning.
- Begin to understand that print carries meaning (books, signs, labels)
- Express ideas through drawing, dictation and early writing attempts.

Early Math and Reasoning Skills:

- Recognize numbers and begin counting with 1-1 correspondence.
- Explore patterns, shapes, and basic spatial concepts
- Begin comparing quantities (more/less, bigger/smaller)
- Use hands on materials to develop problem solving skills
- Build early understanding of sorting, classification, and sequencing.

Science and Exploration:

- Ask questions and develop curiosity about how things work.
- Engage in simple experiments and sensory exploration.
- Learn basic concepts about seasons, weather, plants, animals, and the environment.

Creative Expression and Fine Arts:

- Express creativity through art, music, movement and dramatic play.
- Experiment with different materials and artistic techniques.
- Participate in singing, rhythm, and movement activities
- Use imagination to develop stories and role play

Cognitive and Executive Functioning:

- Develop attention span and ability to follow multi-step directions
- Practice problem solving and flexible thinking
- Build memory skills through repetition, routine and songs
- Learn to make choices and complete tasks independently
- Strengthen early classroom readiness skills

Social-Emotional Development:

- Developing positive relationship with teachers and peers
- Learning to identify and express emotions appropriately
- Sharing, cooperation, and conflict resolution
- Building confidence, independence and self regulation skills

Child Abuse Prevention and Reporting Policy

Our program takes child safety very seriously and maintains a strong commitment to protecting all children in our care. We comply with Oregon Revised Statutes (ORS 419B.005) regarding mandatory reporting of suspected child abuse.

All staff members are required to immediately report any concerns or suspicions of child abuse to the program director.

The director is responsible for ensuring that all reports are made to the Oregon Department of Human Services, Child Welfare (formerly Children and Family Services) in accordance with state law and reporting procedures.

We place high importance on keeping our school a safe and supportive place to learn and abide by all legal obligations regarding child protection.

Wellness Policy

The health and well-being of all children in our program is a priority. We strive to create a clean, safe, and healthy environment that helps reduce the spread of illness and support children's overall wellness.

Students should stay home if they are experiencing symptoms of contagious illness, including but not limited to fever, vomiting, diarrhea, unexplained rash, persistent cough, constant runny nose, pink eye, lice, and any symptoms that may prevent them from comfortably participating in the school day.

Children may return once they are symptom free for 24-hours without the use of fever-reducing or symptom-controlling medication, unless otherwise directed by a healthcare professional.

If a child becomes ill during the school day, families will be contacted and asked to pick up their child in a timely manner.

We teach and encourage regular handwashing, healthy habits, and open communication between families and staff regarding any health concerns. Staff will follow universal health precautions when caring for children and cleaning classroom spaces.

This policy helps ensure a safe and healthy atmosphere for all children, families, and staff.

Meet the Director

Hello Families! Welcome to Rooted Christian Academy! I'm so glad you're here! My name is Amber McLean, and I am the Director and Lead Teacher at RCA.

Opening my own preschool has long been a dream of mine, and I am beyond excited to see that dream becoming a reality. My husband, Scott, and I have been married for 20 wonderful years now. Together we have two incredible teenagers (our daughter, Riley, & son, Silas) and a beloved family cat named Trisket.

When I'm not in the classroom, you'll often find me curling up at home with a good movie, getting lost in a realistic fiction novel or relaxing at a spa for a pedicure/manicure. My family and I also enjoy going to the beach to relax in the sun & sand.

Having more than 19 years of experience in education, my love for providing a quality education has only continued to increase. I am passionate about creating a warm, nurturing, and Christ-centered environment where children feel loved, valued, and excited to learn. My goal is to help each child grow academically, emotionally, socially, and spiritually while building a strong foundation for future success.

As Director and Lead Teacher, I am responsible for the overall leadership and daily operation of Rooted Christian Academy. This includes curriculum planning, classroom instruction, student support, parent communication, and ensuring compliance with all state licensing and safety requirements.

I've seen first-hand the benefits a structured, loving and engaging environment makes on a student's education. My role is to maintain a high-quality early learning program that supports each child's development while fostering independence, confidence, and a love of learning.