

Front Street Playschool Registration Information

Thank you for your interest in our program. Front Street Playschool is a morning preschool for children who will be two, three or four years old by August 31, 2017. Our goal is to provide a safe, positive, loving environment in which children have the opportunity to learn and grow intellectually, socially, physically, emotionally and spiritually. We are sponsored by Front Street United Methodist Church. As a church program, we share our faith through: a short weekly chapel program presented by members of the church staff, an emphasis on the religious meanings of Christmas and Easter, and our efforts to model Christian values. We admit children into our program without regard to race or country of origin.

Three and four year olds need to be toilet trained to attend our program. If needed, we will work with you on this for a 1 month trial period. We expect and understand occasional accidents.

FEES & TUITION

Registration Fees must be submitted with all applications and will only be refunded if we cannot accept your child:

- \$50.00 per application for non-church members
- \$40.00 per application for church members.

Tuition:

For new students, one month's advance tuition must be submitted with the application. This will be used to cover the May 2018 tuition payment and will only be refunded if we cannot accept your child.

The registration fee and advance tuition may be paid by cash or check. Please make all checks payable to Front Street UMC Playschool.

Monthly tuition for the 2017-18 school year will be:

Two yr. olds, two mornings/wk (8:45-11:30)	\$110.00 per month
Two yr. olds, two mornings/wk + Friday playgroup (8:45-11:30)	\$140.00 per month
Two yr. olds attending both MW, TTh & playgroup (8:45-11:30) *	\$250.00 per month
Three yr. olds, two mornings /wk (8:45-11:45)	\$110.00 per month
Three yr. olds, three mornings/wk (8:45-11:45)	\$140.00 per month
Three yr. olds attending both a MWF and TTh class (8:45-11:45) *	\$250.00 per month
Four yr. olds, three mornings/wk (8:45-12:00)	\$140.00 per month
Four yr. olds, 5 mornings/wk (8:45-12:00)	\$195.00 per month

*If a child is enrolled in two classes you will need to pay the full cost for **both** classes.

To eliminate any post-registration confusion, please be mindful that the registration fee and advance tuition are non-refundable unless we cannot accept your child, with no exceptions.

Beginning in September 2017, we will have an option for paying online through the church. To use this option you will need to pay an additional amount per payment to cover the cost to us for processing, which is based on a percentage of the payment amount. That means that if you choose to pay online, your monthly cost will be: 2 days \$114.00, 3 days \$145.00, 5 day fours \$202.00 and if your child is enrolled in two classes \$256.00.

This option is not available for paying the registration fee or advance tuition. We still require cash or check for those.

Supply/Snack Fee:

Paid twice yearly, at the beginning of each semester, based on days enrolled. Supply/snack fee per semester will be: 2 days \$30.00, 3 days \$35.00, 5 days \$40.00.

THE APPLICATION PROCESS FOR NEW STUDENTS

1. Fill out application and preference information sheet
2. Turn in both of those forms with a registration fee and a deposit of one month's tuition. Application Deadline for initial processing is **before noon on February 21**. All applications must be **FULLY COMPLETED** to be accepted.

Applications may be submitted two ways:

1. By placing in the box marked "Playschool Applications" located in the church office
2. By mailing to: **Front Street UMC Playschool
PO Box 2597
Burlington, NC 27216**

The director and a representative of the Playschool Parent Board will carry out a **random drawing** within each priority group to determine the order in which these applications will be processed.

On the preference information sheet you will be asked to indicate your preference of days and appropriate age group. The specific classes we offer may be affected by demand and staff availability. If you are only willing to accept one choice, then please indicate only that choice. Please note: If you do not receive your first choice of class it does not hurt your chances of getting in your second choice class. There are also some extra options listed on the preference sheet which will be offered as demand allows. If you have questions regarding those, please contact Barbara Long.

You are encouraged to list children with whom your child is friendly. We will try to put your child in a class with at least one child he/she knows. **Please be aware that it is not always possible to honor requests.** One of the goals of playschool is to help children learn to make new friends. Please be willing to give your child that opportunity.

We are not able to honor requests for specific teachers. We make every effort to hire teachers of the highest caliber, and therefore feel confident that your child will be in excellent hands no matter which teacher they are assigned.

We cannot make any special accommodations for applications which are late or lost due to postal error. Any applications received after the deadline has passed will be used to fill vacancies remaining after the drawing. When vacancies are filled, any remaining names will be placed on a waiting list and the registration fee and advance tuition for those children will be returned.

PRIORITIES

1. **First priority** for acceptance is given to church members and children of our staff. It is the intent of this policy to ensure a place in our program for those church families who actively support the church with their prayers, presence, gifts and service.
2. **Second priority** is given to currently enrolled students. (Please note that children who are currently enrolled in our four year old classes, and are returning to our program for an additional year are accepted ahead of other currently enrolled children.)
3. **Third priority** goes to siblings of currently enrolled students.
4. **Fourth priority for the two year old classes** is given to children who are now enrolled in Babies' Morning Out at Front Street.
5. **Fifth priority** goes to those not currently affiliated. Typically, we do have space for non-affiliated students.

If you have questions or would like a tour of the facility, please call Barbara Long at 336-227-6603 from 9:00 am to 2:00 pm or by email at playschoolfs@gmail.com.