

# Front Street Playschool Registration Information

Thank you for your interest in our playschool program. Please read **all** information.

Front Street Playschool is a morning preschool program for children who will be 2, 3 or 4 years old by August 30, 2012. Our goal is to provide a safe, happy environment in which children have the opportunity to learn and to develop socialization skills in a positive group setting. 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 for 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.

## THE APPLICATION PROCESS

1. Fill out application and preference card ([located @ www.frontstreetplayschool.com](http://www.frontstreetplayschool.com))
2. Turn in application and card with **registration fee** and **1 month tuition in advance**. (see below for fee amounts)

Note: Application Deadline for drawing is **before noon on Thursday, February 9, 2012.**  
All applications must be **FULLY COMPLETED** to be accepted.

Applications may be submitted 1 of 2 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 two members 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. The registration cards sent with applications will be used for the drawing. All names will be drawn.

On the preference card you will be asked to indicate your preference of days and 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 only indicate 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.**

On the preference card you are also encouraged to list children with whom your child is friendly. Every effort will be made 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 all vacancies are filled, the remaining names will be placed on a waiting list. If you have questions about the process, please contact Barbara Long before the deadline.

## PRIORITY

1. **First priority** for acceptance into this program is given to church members and children of our staff. The playschool program would not exist without the support of Front Street United Methodist Church. It is the intent of this policy to repay that debt by insuring 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 Baby's Morning Out at Front Street.
5. **Fifth priority** goes to those not currently affiliated.

## FEES & TUITION

### Registration Fees (must be submitted with application):

\$50.00 per application for non-church members

\$40.00 per application for church members.

**If we are unable to place your child in our program we will refund your registration fee, however, if for any reason you should decide not to enroll your child after he/she has been accepted into the program, you forfeit your registration fee.**

### Tuition Fees (One month in advance must be submitted with application):

**Advance tuition will only be refunded if you notify us, in writing, by May 31, 2012.**

Monthly tuition for the 2012-13 school year will be:

2 days                \$100.00 per month

3 days                \$125.00 per month

5 days    fours        \$175.00 per month

### 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, 3 days \$35 or 5 days \$40.

Note: Please make checks payable to **Front Street UMC Playschool.**

Scholarship money is sometimes available. If you need this help please contact Barbara Long, director, for information

## NOTIFICATION:

By **March 14** you will be notified by either mail or email as to whether or not we were able to accept your child into our program. No information can be given out until notification has been sent to all applicants. We know that enrolling your child in playschool is very important to you. That is why we do everything we know to do to make our process fair. In return, please give us your cooperation and understanding. If we are not able to accept all applicants or provide them with their first choice of class, a waiting list will be maintained to be used in filling vacancies which may arise throughout the year. The same priorities listed above will be used in filling vacancies from the waiting list.

If you have questions call Barbara Long from 9:00 a.m. to 1:00 p.m., Monday through Friday, at 227-6603, or by email at [playschoolfs@gmail.com](mailto:playschoolfs@gmail.com). **Please save this information for future reference.**