

## Calvary Christian Preschool

1009 Elizabeth Ave., Laureldale, PA 19605

610-929-9606

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### General Information for 2017-2018 School Year

<u>CLASSES:</u>	2-Day	Tuesday & Thursday	9:00-11:30 a.m.
	3-Day	Monday, Wednesday & Friday	9:00-11:30 a.m.
<u>COST:</u>	2-Day	Calvary members*	\$80/month
		Inactive or non-members	\$85/month
	3-Day	Calvary members*	\$120/month
		Inactive or non-members	\$125/month

\* At least one parent is on the roll of confirmed, active members and the child is on our baptized roll.

\*\* There may be a reduction in tuition when two or more children from the same household attend in the same year.

- NOTE:** 1) Preschool students will be placed on a first-come, first-served basis, until the school is full. Any class with a registration of less than 10 students may be cancelled.
- 2) For the two-day class child must be three by Sept. 1 of that school year. For the three-day class the child must be four by Sept. 1 of that school year.

### Special Notes

- There is open enrollment from September through December during the current school year. New students are not admitted after January 1.
- This is a peanut-free school. No peanuts or peanut related products will be served.
- The school provides a child with learning experiences in a Christian setting. Many opportunities are found to talk about God's love and what He has given us.
- The school is **NOT** a day care center. It is a learning experience that involves parents as well as children.
- The school has dedicated teachers willing to give extra time and energy to make it a superior experience for the child.
- Opportunity is provided within the first months of preschool for teachers and parents to evaluate the child's adjustment to the school situation.
- There is opportunity for parents and teachers to meet and evaluate the student program throughout the year.
- We seek to maintain a maximum of 16 students in three-day classes and 14 in two-day classes.
- For your safety** students must be brought into the classroom each session and picked up in the classroom after each session by parent or designated person. Upon arrival parent/guardian signs in child and indicates name and phone number of designated person who will be there to pick up the child that day.
- For safety sake** please have children wear comfortable play clothes such as slacks or jeans and rubber-soled shoes.
- If the child has a disability, please request a special meeting with the teacher before school begins.

### Certification of Racial Nondiscrimination

*Calvary Christian Preschool admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, athletic and other school-administered programs.*

## *Applications for School*

Applications for the new school year which begins in September will be accepted starting February 1. A **\$25 non-refundable registration fee** is required with application. Acceptance into program is based on the following:

- 1) Space available
- 2) Appropriateness of class for the child
- 3) Date application received

### *Tuition Payments*

1. The first month's tuition, which is **non-refundable**, is due on or before **August 1**, and will be used for **May's tuition only** upon completion of the school year.
2. The second month's tuition is due on or before **September 1**.
3. Tuition must be paid on or before the first day of each month **not** the first day of class for that month, in order to avoid late fees.
4. If tuition is not paid on or before the first day of the month, there will be a **late payment charge** of \$10. All payments must be made by the 15<sup>th</sup> of each month so your child may remain in school.
5. If the check is returned for "insufficient funds," there will be a **\$25 charge**. This plus the amount of the bounced check is **due immediately**. After a check bounces, we will only accept payment by money order or cash.
6. Make all checks payable to "Calvary Lutheran Church" and mark it with your child's name on the notation line. Anyone paying cash must have the exact amount as change cannot be made. Tuitions may be either mailed or deposited in the lock box on the preschool level inside the door, or in the church's outside mail slot. Do not take them to the church office. Use of checks is strongly encouraged.
7. All payments are final and non-refundable. There are **no** allowances for absenteeism.
8. No post-dated checks will be accepted.

### *Tentative Schedule*

	<u>Two-Day Schedule</u>	<u>Three-Day Schedule</u>
Orientation/First Day	Sept. 5 or 6 evening	Sept. 6, evening
Thanksgiving Break	Nov. 22-Nov. 27; resumes Nov. 28	Nov. 23-Nov. 28; resumes Nov. 29
Christmas Break	Dec. 22-Jan. 3; resumes Jan. 4	Dec.23-Jan.2; resumes Jan.3
Easter Break	Mar. 23-Apr. 2; resumes Apr. 3	Mar.24 – Apr.3; resumes Apr. 4
Memorial Day	N/A	May 28
Last Class	May 24	June 1
Graduation	N/A	June 3

**Note:** After two days are missed due to inclement weather, classes will be made up during the Easter Break.

### *In the Event of Severe Weather -*

If Muhlenberg Schools close, the Preschool will be closed.

If Muhlenberg Schools have a two-hour delay, the Preschool will have a **one-hour** delay and dismiss at the regular time.