



westminster weekday preschool

Thank you for your interest in Westminster Weekday Preschool.

Our program is a developmental program, which encourages each child to grow socially, emotionally, physically, and cognitively at his/her own pace. The curriculum is based on an understanding of how children grow and develop, and how they learn and attempt to make sense of the world around them. Our belief is that children acquire this knowledge about their physical and social worlds through play and interaction with other children, adults, and objects.

Westminster Weekday Preschool was established in 1975. It currently serves 77 students of ages 2-1/2 through 4, and is licensed by the Commonwealth of Virginia. The preschool is administered by a Board of Directors consisting of parents, church members, and staff. The Board is under the direct authority/supervision of the Session, the ruling body of Westminster Presbyterian Church. The school serves as a community outreach program of the church.

Westminster Weekday Preschool accepts children of all racial, ethnic and religious backgrounds, including children with special needs. Our program is ecumenical in its observance of seasonal and religious holidays. Our objective is to provide a rich variety of experiences for the children. By sharing customs and ideas, traditions and meanings, we hope to promote understanding and acceptance of each other.

Each day has an underlying structure so that a child knows what to anticipate. The day includes a balance of fine- and large-motor activities, group and individual activities, a snack, outdoor time and circle. To supplement the daily curriculum, the children are also exposed to many special experiences in our large, bright classrooms, on our well-equipped playground, and on field trips in the community. Every teacher holds a degree in early childhood, a related field, or a child development associate's degree. All staff members are required to take a minimum of 16 hours of staff development per year. Each classroom has a teacher and assistant. In addition, a music teacher, an occupational therapist, and two inclusive classroom "floating" assistants work with all of the classes.

Hours: 9:00 a.m. to 12:00 noon. Vacations closely follow the Alexandria City Public Schools' calendar.

Class Structure: In the fall of 2012 we will offer the following classes:

Two 2-day classes for children who are 2-1/2 by September 30, 2012 (10 children per class which meets Thurs and Fri)

Two 3-day classes for children who are 3 by September 30, 2012 (12 children per class which meets Mon - Wed)

One 4-day class for children who are 4 by September 30, 2012 (16 children per class which meets Tues - Fri)

One 5-day class for children who are 4 by September 30, 2012 (16 children per class which meets Mon - Fri)

Enrollment in the 4-year-old classes is based on parental preference for a 4-day or 5-day program, with a lottery if either class is over-subscribed. Both of the classes are specifically designed to develop pre-kindergarten skills so that when a child exits our program the following spring he or she should be ready to enter kindergarten

Open registration, for all classes, will be done by random selection at the end of the first week of open registration. Any additional open registration applications received throughout the year (after the open registration lottery) will be added to the end of the wait list in the order received.

Payment schedule:

Fees/Tuition:

	Application Fee*	Registration Fee	Activity Fee	Tuition Deposit (Due June 1, 2012)	Monthly Tuition Installment	Annual Tuition Amount
5-day-4s class	\$50	\$165	\$265	\$490	\$490	\$4,900
4-day-4s class	\$50	\$165	\$225	\$415	\$415	\$4,150
3s class	\$50	\$165	\$165	\$350	\$350	\$3,500
2½s class	\$50	\$165	\$120	\$260	\$260	\$2,600

****Application Fee:***

Open registration applicants only - a \$50.00 fee is due when application is made to the school.

Registration and Activity Fees:

Open registration applicants - due within five business days upon securing a place in the school

In-house applicants - due upon application

Tuition Deposit: The tuition deposit (1/10 annual tuition) is the first tuition installment paid for the upcoming school year. The tuition deposit is due June 1, and is charged for all children enrolled for the upcoming year. Failure to pay the tuition deposit will result in forfeiting class placement.

See the "Admissions Policy and Procedures" attached to the application for a complete explanation of the fee policies.

Behavior Management: We do not use any form of physical punishment. Most behaviors can be handled with redirection, quiet words, or some time to re-evaluate the situation. We find ways to praise rather than punish.

Parent Help Policy: While we are not a co-operative preschool, the staff at Westminster always welcomes parent participation of any kind.

Field Trips and Special Events: Field trips are taken during the school year. You are encouraged to help with these by driving or riding along in cars.

Snacks: A healthy mid-morning snack is provided for each student by the preschool. We have a "no-nut" policy.

Parent-Teacher Conferences: Parent-teacher conferences are held in the fall and spring. However, any time a question should arise, you are welcome to ask for an additional conference, or to contact the teacher.

Individual and Class Pictures are taken by a professional photographer in the fall. The pictures are available for purchase before the December holidays.

Vision Screenings are done, with the consent of parents, during the school year for children ages 3 and up.

Developmental & Speech Screenings for all four-year olds are done, with the consent of parents, in the fall.

Stroller and Handicap Accessibility: The preschool is stroller and handicap accessible by use of the education building door and elevator.