

Front Street Playschool Registration Information

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

Front Street Playschool is a morning preschool program for children who will be 2, 3 or 4 years old by October 16, 2009. 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 offer various enrichment activities to our classes, including a weekly music class. 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 accept children into our program without regard to race or national 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.

First priority for acceptance 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 our 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.**

Second priority is given to students who are currently enrolled in playschool. (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 into the five day four year old classes ahead of other currently enrolled students.)

Third priority goes to siblings of currently enrolled students.

Fourth priority is given to children who are currently enrolled in BMO at Front Street UMC.

Fifth priority goes to those not currently affiliated.

You may print an application from the “Playschool Child Application” link and mail it to the address below (unfortunately you cannot complete the form on line). Or call and ask that one be mailed to you. All applications must be complete to be accepted.

A registration fee must accompany each application. The fee is \$45.00 per application for non-church members and \$35.00 per application for church members. **Please make checks payable to Front Street UMC Playschool.** If we are unable to place your child in our program we will refund your registration fee. **If for any reason you should decide not to enroll your child after he/she has been accepted into the program, you forfeit this fee.**

Applications must be received before noon on Monday, February 16 in order to receive the priorities above. They may be placed in the box marked “Playschool Applications” located in the church office or mailed to:

Front Street UMC Playschool
PO Box 2597
Burlington, NC 27216

(Please turn page over for more information.)

We cannot make any special accommodations for applications which are late or lost due to postal error. 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 card sent with applications will be used for the drawing. All names will be drawn. **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.** If you are only willing to accept one choice, then please only indicate that choice.

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 February 12.

Notification:

You will be notified by mail as to whether or not we were able to accept your child into our program. Letters will be mailed no later than March 12. **No information can be given out until letters have been mailed to all applicants.** We know that enrolling your child in our 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 to fill vacancies which may arise throughout the year. The same priorities listed above will be used in filling vacancies from the waiting list.

We provide an opportunity for you to indicate your preference of days and age group. The specific classes we offer may be affected by demand and staff availability. **We are not able to honor requests for specific teachers.** We make every effort to hire teachers of the highest caliber and can therefore feel confident that your child will be in excellent hands no matter which teacher they are assigned. You are encouraged to list on the application 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 all requests.** One of the goals of playschool is to help children learn to make new friends. Please be willing to give them that opportunity.

Upon acceptance we ask that one month's tuition be paid by May 1, 2009. This will be used for your May 2010 tuition payment. Acceptance is not final until we receive this deposit. Monthly tuition for the 2009-2010 school year will be:

2 days	\$95.00 per month
3 days	\$115.00 per month
5 day fours	\$155.00 per month

A supply/snack fee will be paid twice yearly, at the beginning of each semester, based on days enrolled. (Payments per semester are: 2 days \$20, 3 days \$25 or 5 days \$30).

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

If you have questions, call Barbara Long 9:00 a.m. to 1:00 p.m., Monday through Friday, at 227-6603. **Please save this information for future reference.**