

Dear Parent,

Thank you for your interest in the Methodist Pre-Kindergarten (MPK). The Methodist Pre-Kindergarten is for children who will be eligible to enroll in kindergarten the following school year. The preschool is a non-sectarian, not-for-profit school which serves to gently bridge the gap between home and public school. This early experience is intended to foster an appreciation for learning and develop an attitude which will influence a child's future academic career.

Experiences will be provided to meet individual needs and stimulate learning in all developmental areas – physical, social, emotional, and intellectual. Our OBJECTIVES are:

1. To separate from home and learn to trust other friendly adults.
2. To make new friends and learn to verbalize feelings through socializing, cooperation, and negotiating.
3. To share feelings and ideas with the peer group and , in turn, to reach out to others with respect and concern.
4. To enjoy a choice of games and toys, taking responsibility for their proper care, and to share these with others and learn to settle differences peacefully.
5. To have daily opportunities to develop small and large muscles.
6. To develop good listening skills and to learn to follow a series of directions.
7. To enjoy and appreciate a variety of music and art and use these mediums as a way to express feelings.
8. To introduce basic kindergarten skills and activities (shapes, colors, numbers, and alphabet) and instill a love of learning and a positive attitude toward school.

Our preschool is not a cooperative, thus you are not required to help in the classroom, but we do rely on parental involvement at MPK. Parents are needed as greeters, field trip drivers, substitutes, snack providers, and party organizers (Halloween, Christmas, and Valentine's Day). Your child will be excited to see your interest in their school. Sign-up sheets will be available at Open House in August.

If you would like to enroll your child, please remember to send the \$25 registration fee with your child's completed and signed enrollment application. Also, please make a note on your calendar that the September tuition payment is due by August 1.

We look forward to having your child in our program. Please call us with any questions that you may have. Our staff and Board of Directors work very hard so that you and your child will have a pleasant and rewarding preschool experience!

Director:	Heather Warbritton	635-6886
Registrar:	Janice Knollmeyer	761-4348

1. Child's full name _____ 2. Sex _____

3. Name child is called _____ 4. Date of birth _____

5. Brothers (name, age _____) Sisters _____

6. Father's name _____ Mother's name _____

Home address _____

City _____ State _____ Zip _____

Home telephone # _____ E-mail _____

7. Father's occupation _____

8. Mother's occupation if outside the home _____

9. Who cares for the child if both parents work? _____

10. Previous school / group experiences

11. Church affiliation _____

12. Additional information about family, environment, etc.

13. School where child will be attending Kindergarten _____

14. Are there any health concerns or conditions we should be aware of?

Yes, I have read and understand the attached information sheet and agree to those terms.

INDICATE PREFERENCE:

Signature of applicant

Monday through Friday A.M. _____

Relationship to child Date

Extended Care (7:45-9A.M.) _____

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Pre-Kindergarten record
Date rcv'd _____ Check # _____ Amount _____ Date acknow'd _____
Notes _____

ENROLLMENT PRACTICES AND PROCEDURES
(Please Read before Sending in Your Child's Application)

1. The Methodist Early Learning (MEL) is a non-sectarian and a not-for-profit program sponsored by the First United Methodist Church. It is operated by a Board of Directors which includes members from inside and outside the church.
2. Our class meets from 9 to 11:30 a.m. five mornings a week. Class size is limited to twenty (20) children and is team taught by two teachers. If enrollment requires, an additional class may be available. Classes begin near the 1st of September and continue until mid-May.
3. **Extended Care:** Extended Care is available from 7:45 to 8:45 a.m. Monday through Friday mornings. The cost for Extended Care is \$40 per month (or \$5 per day if used on an occasional drop-in basis). There is a limit of ten spaces available. If you are interested in Extended Care, an additional \$5 registration fee is required.
4. To be eligible for the Pre-Kindergarten program, the child must be four (4) years of age by August 1 of the year the child will attend the program. The child must also be toilet trained.
5. **A \$25 registration fee is due at the time of registration.** This fee is non-refundable unless the child is on the waiting list and does not have a place in the class by October 1 of that school year. In order for the child to be enrolled in the school, the enrollment application and the registration fee must be sent to the school. The effective date of the application is the date the application and registration fee are received by the school. All applications are processed by the effective date. If the class is full, the child may be placed on a waiting list. Applicants will be notified of such status.
5. The total tuition cost for the 2010-2011 school year is \$1350, which should be paid in monthly payments of \$150. **September's tuition is due by August 1 to hold your child's place. If tuition is not received by August 15, your child will be dropped from MPK.** Regular payments will begin in October since September's payment is due by August 1. Please make checks payable to "Methodist Early Learning." We do not accept cash payments. Each monthly payment is DUE by the 1st of the month. The payments should be mailed to the school and will be processed by the school's accounts receivable treasurer. Payment booklets will be supplied by the school. **Any check that is returned to us for insufficient funds is subject to a \$25 charge and must be paid with a money order, along with any accrued late fees.**
6. All enrollments are for the **FULL** school year. If you need to drop from the program, please give 30 days' notice. The tuition payment is due for the current month.
7. After reading the enrolment practices and procedures information sheet and completing and signing the enrolment application form, send it with the registration fee to the school.