

# Salisbury Presbyterian Preschool

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Where learning happens embraced by God.

## Registration Guidelines 2021-2022

**December 14<sup>th</sup>**

**Registration begins for SPC members.**

Please return your child's registration form signed by the DCM along with the registration fee to the preschool office beginning today, between 10:00AM – 12:00PM. If your student is new to SPP we will also need to witness your child's original birth certificate at this time.

**December 15<sup>th</sup>**

**Registration begins for all currently enrolled SPP students.**

Families are welcome to send the Registration form and fee though their student's tote bag beginning today. We will confirm your child's class assignment by end of the school day.

**Some classes have limited availability so please list your 1<sup>st</sup> and 2<sup>nd</sup> choices when several class options are available. Please walk your child's registration form to us at the front doors of the preschool beginning at 10:00AM today if you have specific scheduling requests.**

**January 6<sup>th</sup>**

**Registration begins for siblings of currently enrolled SPP students.**

Registration will be held in the preschool office. Registration must be in person for all new students to SPP. Your child's original birth certificate along with the Registration form and fee are required to complete your child's registration. 10:00AM - 11:00AM

**January 7<sup>th</sup>**

**Registration begins for siblings of previously registered students. (This applies to the siblings of students who no longer attend SPP)**

Registration will be held from 10:00AM - 11:00AM in the Preschool Office. Registration must be in person for all new students to SPP. Your child's original birth certificate along with the Registration form and fee are required to complete your child's registration. 10:00AM - 11:00AM

**January 12<sup>th</sup>**

**Registration begins for new families to SPP, on a first come, first served basis.**

Registration will be held from 10:00AM – 11:00AM in the gym. Please have your child's completed registration form, fee, and your child's original birth certificate at the time of registration.

# Preschool Program Descriptions 2021-2022

**\*\*Toddler 2's Program** (Class offering only if we have an available classroom space. If available, the days will be determined by January 31, 2021. We will take registration forms for this class but will not collect the fee until we are able to confirm your child's enrollment.) Proposed days are **M/F**.

This program consists of a 2-day class. This class will meet from 9:30AM – 12:15PM on their scheduled days. Children eligible for this program must be two by September 30, 2021. The student to teacher ratio in this class is 10:2. Children do not need to be potty trained for this class.

## **2's Program**

This program consists of two 2-day classes, giving families the option of enrolling in either the T/TH or the W/F class. Both classes meet from 9:30AM – 12:30PM on their scheduled days. **Children eligible for this program must be two by June 30, 2021.** The student to teacher ratio in this class is 10:2. Children do not need to be potty trained for this class.

## **3's Program**

This program consists of a 4-day class, a 3-day, and a 2-day class, giving families the option of enrolling in the M-TH, M/W/F or T/TH class. The classes meet from 9:30AM-12:30PM. **All children in this program must turn three by September 30, 2021. Students must be out of diapers to be eligible for this class.** The student to teacher ratio in each of the 3's classes is 14:2.

## **Pre-K Program (4 year olds) 4 Day**

This program consists of two 4-day classes giving families the option of enrolling in either the M-TH from 9:30AM-12:30PM with an extended day on Thursday until 2:00PM; or M-TH from 9:30AM-2:00PM. **Children in this program must be four by September 30, 2021.** The student to teacher ratio in each of the Pre-K classes is 18:2.

## **Pre-K Program (5 year olds) 5 Day**

This is a 5-day program. The class meets from 9:30AM-2:00PM Monday through Thursday and 9:30AM –12:30PM on Friday. **Children in this class must have completed a Pre-K program or turn five by September 30, 2021.** The student to teacher ratio in this class is 18:2.

## **Mother's Morning Out (MMO 1)**

This program is offered to families who have a child **currently** enrolled in a 2's, 3's, or Pre-K program. Class meets from 9:30AM –12:30PM. This is a structured play day. The student to teacher ratio in this class is 16:2 for Pre-K students and 12:2 for 2 and 3-year old students.

## **Mother's Morning Out (MMO 2)**

This program is offered to families who have a student enrolled in our MMO class only. Class meets from 9:30AM –12:30PM. This is a structured play day. The student to teacher ratio in this class is 16:2 for Pre-K students and 12:2 for 2 and 3-year old students.

## Registration Requirements

All children are welcome at Salisbury Preschool. Admission is made without regard to race, creed, or nationality. Children with special needs are admitted with consideration given to the suitability of the program according to their needs, characteristics and needs of specific age groupings, staff-child ratios, and staff training-experience.

**The following paperwork and fee must be completed and/or submitted at the time of registration or we cannot complete the process:**

1. **Registration Form**
2. **\$100.00 Family Registration Fee (non-refundable)**
3. **Your child's original Birth Certificate (for NEW students only)**

## Tuition and Fees

**Registration Fee:** A per family **\$100.00 non-refundable** Registration Fee is due at the time of registration.

**Tuition:** September's tuition payment is due on or before **April 19, 2021 for any student registered for our 5-day Pre-K class, and May 14, 2021 for all other registered students.** This fee is **non-refundable**. This payment is used to hold your child's place and will be applied towards the first tuition payment for September 2021. Monthly tuition payments are due by the **fifteenth day of the preceding month**, beginning September 15, 2021 (October's tuition payment) and extending through April 15, 2022.

**Activity Fee:** A per student **\$125.00 non-refundable** Activity Fee is due on or before **April 19, 2021 for any student registered for our 5-day Pre-K class, and May 14, 2021 for all other registered students.** It covers all field trip fees for students as well as on-site programs for the year.

## Enrollment Fees

**The following fees are due by May 14, 2021.  
(\*Due April 19, 2021 for students in the 5 Day Pre-K)**

These fees cover the first tuition payment (September 2021) as well as all school sponsored activities throughout the school year.

<u>Program</u>	<u>Tuition</u>	<u>Monthly</u>	<u>Activity Fee</u>	<u>=</u>	<u>May 14<sup>th</sup></u>
One-day Program	\$ 125.00	+	\$125.00	=	<b>\$250.00</b>
Two-day Program	\$ 195.00		\$125.00		<b>\$320.00</b>
Three-day Program	\$ 240.00		\$125.00		<b>\$365.00</b>
Four-day Program 12:30 Dismissal	\$ 285.00		\$125.00		<b>\$410.00</b>
Four-day Program 2:00 Dismissal	\$ 300.00		\$125.00		<b>\$425.00</b>
Five-day Pre-K Program	\$ 330.00		\$125.00		<b>\$455.00</b>
MMO 1 Friday	\$ 60.00				<b>\$ 60.00</b>
MMO 2 Friday	\$ 125.00		\$125.00		<b>\$250.00</b>

## Tuition Payment Options

The below payment plans show the amount due AFTER the April 19<sup>th</sup> or May 14<sup>th</sup> payment is made.

The tuition balance may be paid in one of three ways: **Plan A, Plan B, Plan C**

### **Plan A = One payment made on September 15, 2021**

(The totals below do not include July's payment)

- One-day Program \$ 1,000.00
- Two-day Program \$ 1,560.00
- Three-day Program \$ 1,920.00
- Four-day Program 12:30 dismissal \$ 2,280.00
- Four-day Program 2:00 dismissal \$ 2,400.00
- Five-day Program \$ 2,640.00
- MMO 1 Friday \$ 480.00
- MMO 2 Friday \$ 1,000.00

### **Plan B = Two payments made on September 15, 2021 AND January 15, 2022**

(The totals below do not include July's payment)

- One-day Program \$ 500.00
- Two-day Program \$ 780.00
- Three-day Program \$ 960.00
- Four-day Program 12:30 dismissal \$ 1,140.00
- Four-day Program 2:00 dismissal \$ 1,200.00
- Five-day Program \$ 1,320.00
- MMO 1 Friday \$ 240.00
- MMO 2 Friday \$ 500.00
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### **Plan C = Eight payments beginning September 15, 2021 through April 15, 2022**

(The totals below do not include July's payment)

- One-day Program \$ 125.00
- Two-day Program \$ 195.00
- Three-day Program \$ 240.00
- Four-day Program 12:30 dismissal \$ 285.00
- Four-day Program 2:00 dismissal \$ 300.00
- Five-day Program \$ 330.00
- MMO 1 Friday \$ 60.00
- MMO 2 Friday \$ 125.00

*It is our intention to offer all of the above programs as described, however in the unlikely event that a class does not fill to capacity we reserve the right to change the class offerings as we see fit to maintain the integrity of our program.*