

Registration Packet

2023-2024 School Year



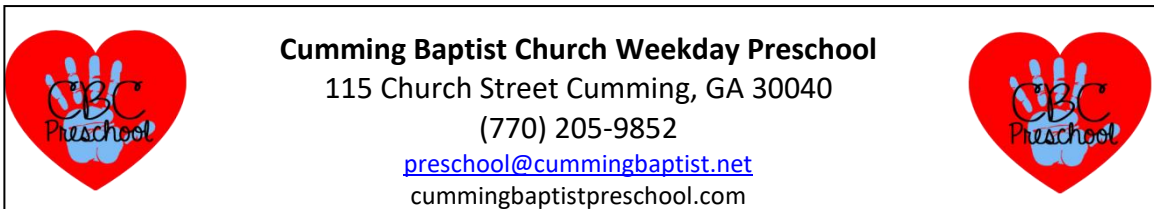
For more information...

call (770)205-9852

email: preschool@cummingbaptist.net

or visit our website at

www.cummingbaptistpreschool.com



Parents/Guardians,

Thank you for your interest in Cumming Baptist Church Preschool! Attached you will find detailed information about our preschool.

If you would like to register your child for the 2023-24 school year, please complete the attached registration form and return it (along with the registration fee) to the preschool office between the hours of 9:00 – 12:00 Monday – Thursday. Tours are available by appointment only.

We hope you will allow us the opportunity to serve your family here at CBC Preschool! Please let me know if you have any questions!

In Christ,

Dana Stewart

Director, CBC Preschool

Policies

Before registering your child at Cumming Baptist Church Weekday Preschool, please be sure you have read and understand the following policies.

Purpose:

The weekday preschool of Cumming Baptist Church exists to provide a safe, loving, Christian environment and to nurture the whole child spiritually, physically, academically, emotionally, and socially.

CBC Weekday Preschool's objectives are:

1. To grow the next generation to know Jesus and make him known.
2. To provide a ministry to families to help children grow and develop spiritually.
3. To provide a safe and secure environment, where parents know their children will receive excellent care at their "home away from home".
4. To provide opportunities for children to grow in all aspects of their lives through various activities, learning materials, and lessons that are developmentally appropriate.
5. To encourage children to be independent thinkers and lifelong learners.

Curriculum:

Teachers at CBC Weekday Preschool use a variety of curriculum resources to plan their lessons. Each class has an End of the Year Expectations list and teachers use this list of skills as a framework for their instruction throughout the year. Weekly lessons are based on a specific theme. The teachers use large group instruction for a small portion of their day, but majority of the day is spent rotating through small group learning centers which relate to the specific theme for the week. Activities/lessons are taught through using hands-on activities and a wide variety of manipulatives. Children learn through play and through real-life experiences, so we provide opportunities for both.

Assessments are given to the 3k and 4k students twice each year. The teachers use the results from these assessments to help individualize instruction and target specific strengths and weaknesses.

Students are taught a bible lesson each week and attend chapel once each week.

Policies:

Age of Child: We serve children from age twelve months to five years old. Each child will be placed in a class based upon their age as of September 1st of that school year. Children remain in the same classroom until the end of the school year.

Class Days: Mother's Morning Out and the 2K class have the option to attend on Mondays/Wednesdays or Tuesdays/Thursdays. 3K class has a 3 day or 4 day per week option. 3 day class meets on Tuesdays, Wednesdays, and Thursdays. 4 day class meets on Monday through Thursday. 4K class meets Monday through Thursday.

Registration Fee: A registration fee of \$150 is due upon registration and is non-refundable. Your child's spot is not reserved and secure until the registration fee is paid. There is a \$65 non-refundable Activity Fee for MMO and 2K and a \$75 non-refundable Activity Fee for 3K and 4K that is due by June 1, 2023.

Class Sizes:

- Four year old class: not to exceed a 10:1 student/teacher ratio
- Three year old class: not to exceed a 8:1 student/teacher ratio
- Two year old class: not to exceed a 6:1 student/teacher ratio
- Mom's Morning Out class: not to exceed a 5:1 student/teacher ratio

Each class has a lead teacher and at least one assistant teacher.

Tuition:

Tuition is determined on a yearly basis. Tuition is the same each month (with the only exception being August) regardless of the number of days the child attends preschool. August tuition will be pro-rated. Sept – May tuition will be the same each month. Each tuition payment is made one month ahead of time. For example, September tuition would be due on August 1st. Consideration for special arrangements may be made by the Director and/or the Preschool Ministry Team in situations of extreme hardship. Tuition may be paid by cash, check, or online via the church website.

Program Length:

Preschool will be in session for nine months. We will follow the Forsyth County Schools calendar for all holidays, breaks, and inclement weather days. The Preschool will be in session from August 21, 2023 to May 16, 2024. We will also follow the Forsyth County Schools early release days. All classes will end at 11:00 on an early release day, with students not eating lunch on campus that day. When Forsyth County Schools close for hazardous weather, the Preschool will close as well. If Forsyth County Schools have a delayed start, our Preschool will be closed for the day. The Director will be in constant communication via email so parents are always aware of any closings.

Hours:

Mom's Morning Out hours are 9:00 a.m. to 12:00 p.m. The 2K, 3K, and 4K classes will meet from 9:00 a.m. to 12:30 p.m. Your child can only be picked up by a person on the "Approved Pick-up" list. Pick-up time is promptly at 12:00 for MMO and 12:30 for 2k, 3k, and 4k. A late pick-up fee is subject to be assessed if the child is picked up 5 or more minutes later than dismissal (\$5 for each 5 minute period).

Security:

For the safety and security of each child, we will lock the doors to the preschool promptly at 9:10. If you need to enter for any reason or for late drop off or early pick-up, you will need to call the preschool number at 770-205-9852 or ring the doorbell located beside the preschool door.

Chapel:

Once a week, beginning in September, students will participate in chapel. We will also sing and learn songs and scripture during this time. Chapel will be held on Tuesdays from September – December and on Wednesdays from January – May.

Withdrawal:

It is understood that a child admitted to the program will attend the program the entire school year. If, for some reason, the child cannot attend the program, we request that you notify the director at least 30 days in advance of your withdrawal of your child. A child is considered enrolled until we receive withdrawal notification and will be required to pay monthly tuition as well.

Dismissal of a child:

We reserve the privilege of dismissing a child at any time if, after entering the program, the child is unable to participate in activities or fees are not paid. Serious discipline problems may also constitute a need for dismissal. Such a dismissal would not take place until all appropriate measures have been exhausted.

CBC Preschool

2023-24 Tuition Rates and Fees



<u>Class</u>	<u>Days of Class</u>	<u>Registration Fee</u> (due with form)	<u>Activity Fee</u> (due June 1)	<u>Monthly Tuition</u> (due one month in advance)
MMO (12-24 mts)	Monday/Wednesday	\$150	\$65	\$175
MMO (12-24 mts)	Tuesday/Thursday	\$150	\$65	\$175
2k	Monday/Wednesday	\$150	\$65	\$185
2k	Tuesday/Thursday	\$150	\$65	\$185
3k – 3 days	Tues, Wed, Thurs	\$150	\$75	\$235
3k – 4 days	Mon, Tues, Wed, Thurs	\$150	\$75	\$250
Pre-K	Mon, Tues, Wed, Thurs	\$150	\$75	\$265

**Tuition Discount of 20% will be applied for multiple siblings attending for Registration Fee and Monthly tuition

** Registration Fee due at time of registration and is NONREFUNDABLE

Preschool Calendar

2023-24 School Year

The dates shown below highlight the start date, end date, and important holidays. A more detailed calendar will be distributed at Open House with specific preschool events.

August

21 – First Day of School

September

4 – Labor Day

25-29 – Fall Break

October

November

20-24 - Thanksgiving Break

December

18 – Start of Christmas Break

January

8 – Students return to school

15 – Martin Luther King Holiday

February

19,20 - Student Holiday

March

14 – Early Release at 11:00

April

1-5 - Spring Break

May

16 – Last Day of School/Pre-K
Graduation



Cumming Baptist Preschool Registration Form 2023-24

115 Church Street, Cumming GA 30040 preschool@cummingbaptist.net (770)205-9852

Child's Full Name _____

Child's Date of Birth _____ Age (as of Sept. 1, 2023) _____

Mother's Name _____ Father's Name _____

Home Address _____

Contact Phone #1 _____ Contact Phone #2 _____

Email Address _____

Allergies/Health Concerns _____

<u>Class Choice (check box)</u>	<u>Class</u>	<u>Days of Class</u>	<u>Registration Fee (due with form)</u>	<u>Activity Fee (due June 1)</u>	<u>Monthly Tuition (due one month in advance)</u>
	MMO (12-24 mts)	Monday/Wednesday	\$150	\$65	\$175
	MMO (12-24 mts)	Tuesday/Thursday	\$150	\$65	\$175
	Two's	Monday/Wednesday	\$150	\$65	\$185
	Two's	Tuesday/Thursday	\$150	\$65	\$185
	Three's	Tues, Wed, Thurs	\$150	\$75	\$235
	Three's	Mon, Tues, Wed, Thurs	\$150	\$75	\$250
	Pre-K Fours	Mon, Tues, Wed, Thurs	\$150	\$75	\$265

By signing the bottom of this form, you agree that you have read and understand the following guidelines:

- Registration fee is NONREFUNDABLE once your child is enrolled.
- Registration fee is paid by cash or check only; Activity fees and Tuition may be paid online
- Registration fee and this form must BOTH be submitted in order for your child to be considered enrolled. (Siblings receive a 20% discount on Registration fee and Tuition. Registration fee for 1st child is \$150, 2nd, 3rd, etc. child's Registration Fee is \$120)
- Up to date Certificate of Immunization form 3231 is due by the first day of school
- Classes are determined by the child's age as of September 1, 2023.

Parent Signature: _____ Date: _____