

2017-2018 Preschool Contract Form

FIRST UNITED METHODIST PRESCHOOL

212 Third Street North St. Petersburg, Florida 33701 (727)822-8767
PCLB #C870138

To enroll in FUMC Preschool for the 2017/2018 Instructional Year, please initial the instructions that apply for you.

_____ For a **CURRENTLY ENROLLED CHILD**: Please fill out this Contract Form, attach a Non-Refundable Registration Check if your program requires one, attach a VPK Certificate if VPK and bring to our Preschool Office. **Please abide by our Spring Enrollment policy of declaring your intent with this form by February 10, 2017.** Once signed & dated by our Preschool Director, your child's placement is assured. You then will be directed at a later date to approve that all information in your child's preschool file is updated. Welcome!

_____ For **A NEW CHILD TO FUMC PRESCHOOL**: Please fill out this Contract Form, attach a Non-Refundable Registration Check if your program requires one, attach a VPK Certificate if VPK and bring to our Preschool Office. Once signed & dated by our Preschool Director, your child's placement is assured. You will be directed at a later date to secure all forms required for your child to attend FUMC Preschool, to be received by June 15th. If submitted after June 15th, then all forms are needed prior to your child's first day of attendance. Welcome!

If there is not space at the time of submitting this form, or it is received before February 10, 2017, this form is placed on our waiting list. When space becomes available, you would be contacted three times. Upon verbal confirmation when a placement is approved for your child, your Registration check would be cashed. If there is no space available, your non-refundable check will be returned in agreement with our Director. Our waiting list is processed as quickly as possible.

As the parent(s)/guardian(s) of _____, I/we agree to the following: (please initial each statement)

____ I have received per our website, have read and do agree to the policies and procedures set forth in the 2017/2018 FUMC Parent Handbook. (www.fumcspreschool.org)

____ I understand that Immunization Forms and Physical's must be up to date and must be presented to our Preschool Office BEFORE my child may attend FUMC Preschool.

____ I understand that sick children sent home from FUMC Preschool during the 8-5:30 pm day may not attend the following day of preschool as explained in our 2017/2018 Handbook.

____ I recognize that FUMC Preschool is a faith based preschool program and Christ centered values, stories, and holidays are an integral part of our program.

____ I understand that my child will attend chapel.

____ I am aware of parent teacher conference opportunities presented 3 times each year.

____ FUMC preschool will provide snack in Morning Care & in our Extended Care Afternoon Program. Parents will provide lunch.

____ I understand that preschool closure days and Early Release days are listed in the 2017/2018 Instructional Calendar on our website and in hard copy in our Preschool Office.

____ I understand that FUMC Preschool follows Pinellas County Schools' inclement weather closures and reopening will be determined when our facilities are deemed safe for children.

Financial Agreement

As the parent(s)/guardian(s) of _____, I/we agree to the following: (please initial each statement)

____ Tuition Installments & Drop In fees are due the first of each month with August being the only Exception, due by August 30th.

____ I will be charged a \$20.00 late fee if tuition is not received by the 15th of the month with August being the only exception and that my child may not attend on the 16th of any month and thereafter if the Tuition Installment w/ Drop-In Fees has not been paid.

____ I understand the Late Pick-Up Policy as it applies to the childcare program for my child:
There is a late pick-up policy in effect at 12:15 pm.
There is a late pick-up policy in effect at 1:00 pm.
There is a late pick-up policy in effect at 3:00 pm.
There is a late pick-up policy in effect at 5:31 pm.

____ Tuition is processed for the entire Instructional year in 10 consistent monthly payments and is assessed regardless of attendance, sickness, holiday or Preschool Break. Days missed can not be made up.

____ I understand that changes to my child's preschool schedule and tuition can only be made through conversation and in writing with our Director, Janice Nelson, and her assistant, Cyndi Huston, if there is space to do so in the program you are requesting.

____ Drop in care is \$6.00 an hour and will be tallied and billed at the end of each month.

____ I understand that all FUMC Preschool Policies regarding tuition charges and payments are declared in our 2017/2018 Parent Handbook and that I am familiar with these policies.

<u>Two's Program (2017-2018)</u> Birthdate: 9/1/14 to 8/31/15	2 Times a week	3 Times a week	4/5 Times a week
All Two's Programs Require a Non-Refundable \$100 Registration Fee			
Morning Care from 8:00-8:50 at \$6 per day and Lunch Bunch from 12:00-12:50 at \$6 per day ~Available on a drop-in basis anytime AFTER the first week of preschool & BEFORE final week of preschool Drop-In Care is tallied at the end of every month and paid with the following month's tuition.			
9:00-12 noon Morning Instruction Only (8:50-9 arrival to 12-12:15 pick-up)	\$2000/\$200 (Aug-May)	\$2900/\$290 (Aug-May)	\$4000/\$400 (Aug-May)
9:00 – 1:00 pm. (8:50-9 arrival to 12:50-1 pick-up) Morning Instruction w/ Lunch Bunch	\$2450/\$245 (Aug-May)	\$3600/\$360 (Aug-May)	\$4800/\$480 (Aug-May)
8:00 – 1:00 pm. (8:00 arrival to 12:50-1:00 pick-up) Morning Care, Morning Instruction & Lunch Bunch	\$2900/\$290 (Aug-May)	\$4300/\$430 (Aug-May)	\$5200/\$520 (Aug-May)
8:00 – 3:00 pm. (8:00 arrival to 2:50-3:00 pick-up) Morning Care & Instruction, Lunch, Extended Care	\$3400/\$340 (Aug-May)	\$5000/\$500 (Aug-May)	\$5600/\$560 (Aug-May)
8:00 - 5:30 pm. (8:00 arrival to 5:20-5:30 pick-up) Morning Care & Instruction, Lunch, Extended Care	\$3800/\$380 (Aug-May)	\$5700/\$570 (Aug-May)	\$6000/\$600 (Aug-May)

The following tables enable parents to find the Tuition applied for their child's Preschool Plan.
If you are in need of a time that is not declared here, you will need to connect with our Preschool Office.

<u>Three's Program (2017-2018)</u> Birthdate: 9/1/13 to 8/31/14	3 Times a week	4/5 Times a week
All Three's Programs Require a Non-Refundable \$100 Registration Fee		
Morning Care from 8:00-8:50 at \$6 per day and Lunch Bunch from 12:00-12:50 at \$6 per day ~Available on a drop-in basis anytime AFTER the first week of preschool & BEFORE final week of preschool Drop-In Care is tallied at the end of every month and paid with the following month's tuition.		
9:00-12 noon Morning Instruction Only (8:50-9 arrival to 12-12:15 pick-up)	\$2850/\$285 (Aug-May)	\$3850/\$385 (Aug-May)
9:00 – 1:00 pm. (8:50-9 arrival to 12:50-1 pick-up) Morning Instruction w/ Lunch Bunch	\$3150/\$315 (Aug-May)	\$4450/\$445 (Aug-May)
8:00 – 1:00 pm. (8:00 arrival to 12:50-1:00 pick-up) Morning Care, Morning Instruction & Lunch Bunch	\$3450/\$345 (Aug-May)	\$5050/\$505 (Aug-May)
8:00 – 3:00 pm. (8:00 arrival to 2:50-3:00 pick-up) Morning Care & Instruction, Lunch, Extended Care	\$3900/\$390 (Aug-May)	\$5300/\$530 (Aug-May)
8:00 - 5:30 pm. (8:00 arrival to 5:20-5:30 pick-up) Morning Care & Instruction, Lunch, Extended Care	\$4100/\$410 (Aug-May)	\$5600/\$560 (Aug-May)

<u>VPK Program (2017-2018)</u> Birthdate: 9/1/12 to 8/31/13	VPK requires daily attendance from 9-12 noon M-F (VPK attendance rules apply to maintain free program)
Free VPK from 9:00 – 12 noon (8:50-9 arrival to 12-12:15 pick-up) Morning VPK Instruction ~ No registration fee is required ~ VPK Certificate from www.elcpinellas.net	
Morning Care from 8:00-8:50 at \$6 per day and Lunch Bunch from 12:00-12:50 at \$6 per day ~Available on a drop-in basis anytime AFTER the first week of preschool & BEFORE final week of preschool No Non-Refundable Registration Fee is needed for Drop-in Care.	
VPK Wrap-Around Extended Care Options that require a Non-Refundable \$100 Registration Fee are Below:	
9:00 – 1:00 pm. (8:50-9 arrival to 12:50-1 pick-up) Morning Instruction with Regular Lunch Bunch	\$1100/\$110 (August – May)
8:00 – 1:00 pm. (8:00 arrival to 12:50-1 pick-up) Morning Care, Morning Instruction & Lunch Bunch	\$1800/\$180 (August – May)
8:00 – 3:00 pm. (8:00 arrival to 2:50-3 pick-up) Morning Care & Instruction, Lunch, Extended Care	\$2500/\$250 (August – May)
8:00 - 5:30 pm. (8 arrival to 5:20-5:30 pick-up) Morning Care & Instruction, Lunch, Extended Care	\$3500/\$350 (August – May)

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Child's Name: _____ Child's DOB: _____

Parent Name: _____

Address: _____ Zip code: _____

Parent Cell-phone: _____ Parent E-mail: _____

Circle Program Requested: Two's Three's VPK

Days attending: M T W TH F Times attending: _____AM _____PM

Typical Pick-up Time for my Child: _____

Your schedule needs: _____

I agree to pay _____ in tuition to FUMC Preschool in return for services provided. I understand that tuition will be divided into 10 equal monthly installments beginning in August with the final payment due in May. Any special schedule considerations will need prior approval from the director.

Parent Signature: _____ Date: _____

Registration Paid: _____ Date: _____

I attend church: Yes No

Name of church attending: _____

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_____ I intend to pursue VPK in a local charter/fundamental/public school with a lottery program.

Name of school _____ Projected date of lottery _____

I understand that FUMC Preschool will hold my current enrolled child's place for 2017/2018 until the results of the lottery have been declared, or until May 1, 2017.

Parent/Guardian Signature

Date

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Please provide a current and regularly monitored email address.

Parent/Guardian Email: _____

Parent/Guardian Email: _____

_____ My initials herein give permission for FUMC Preschool to use this e-mail as a means of communicating with me: I also give permission for this e-mail to be used by my child's teacher to communicate with me: I also give permission for this e-mail to be shared with other parents in my child's classroom if needed.
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I have received a copy of PCLB Know Your Child's Day Care Brochure on our website: FUMCSPpreschool.org

Parent Signature

Date

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I have received a copy of FUMC Preschool's Discipline Policy. (Located in Parent handbook online at www.fumcspreschool.org)

Parent Signature

Date

Teacher/Class Preference: _____

Reason for Preference: _____

I understand that preferences will be considered but final decisions regarding classroom and teacher/staff placement will be made by the director. Final decisions will not be made until August prior to the beginning of the school year.

Parent Signature: _____ Date: _____

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Office Use Only: This child has been approved for the following space in our 2017/2018 Preschool:

Director's' Signature: _____ **Date of Confirmation:** _____

Date of submitted application: _____ **Registration Fee:** Cash Check # _____

Record of calls made to parent if on waiting list: