

**MCGREGOR PRESBYTERIAN PRESCHOOL/KINDERGARTEN
REGISTRATION PACKET FOR 2010-11**

- 1) This packet contains information for the 2010-11 school year. Forms for Lunch Bunch, Terrific Tuesday (our summer program), and Early Morning Drop-Off will be available at a later date.
- 2) Please make sure you fill out the form completely and check the correct slot beside the class you have chosen for your child. Some of the classes do have limited space. You will be notified if we need to use a system of seniority or other criteria in selecting the class make-up. Current students and church members are given first priority before we open registration to the public.
- 3) **The registration fee for all classes is \$110.00 for the first child. Registration fee for each additional sibling is \$55. This fee is to be paid in a separate check from the January tuition payment.**
- 4) **In addition to the registration fee, you will be required to pay a ½ month installment for SEPTEMBER 2010 along with your registration fee. Please note the tuition fees listed on the second page of your packet. The TOTAL payment is non-refundable unless your family moves out of town before September 1st, 2010, and our school enrollment is full. The second installment of the tuition fee will be due by May 1, 2010, which is also non-refundable. The registration fee of \$110 secures a spot for your child in our program. The two pre-payments will cover your child's first month of tuition for September 2010. **Families who are registering for the first time to our program will need to mail the second half of the September installment by May 1, 2010.**
- 5) We follow the school calendar year of Lexington/Richland District 5 with the exception of our opening date and our ending date. All in service days, holidays and inclement weather policies will be the same.
- 6) Your child needs to be of the correct age for entering a specific class by September 1. We do make exceptions to this policy when the birth date is close to the cut-off date. However, you need to speak to the director in making that request. We want to make every effort to help you choose what is best for your child.
- 7) We are licensed and registered by DSS and DHEC. There will be several necessary forms for you to fill out prior to your child's entrance into our school. A recent SC immunization record is required (DHEC form 1148).
- 8) You will receive a Parent Handbook for the school year at the Open House to be held in August. If you are registering for the first time, you will receive a current handbook for this year. Please read the policies and keep the handbook.
- 9) The fees for tuition and supplies are listed below. The monthly tuition fees are due no later than the 10th of each month. Failure to comply with that date will result in a late fee of \$25. Failure to comply with payment for two consecutive months will result in a review by the Preschool/Kindergarten Board.
- 10) Our operating schedule is as follows: Preschool children come to school from 9-12 noon. Drop-off begins at 8:45 a.m. and pick-up begins at 11:45 a.m. Kindergarten operates

from 8:30 a.m.-12:30 p.m. with drop-off at 8:30 a.m. and pick-up at 12:20 p.m. **Early Morning Drop Off** begins at 8 a.m. with a fee of \$4 per day. Sign-up for EMDO will be held during Open House in August for 2-5 year olds.

- 11) **Lunch Bunch** is available for 2-5 year olds every day for a fee of \$10 per day. Registration will also be held during our Open House. Our **Terrific Tuesday Program** operates on Tuesdays in June, July and two weeks in August. Registration information will be available this spring.
- 12) The tuition and supply fees are listed below. You will receive a tuition card each month enclosed in a manila envelope with your total fees due. You will return the card with your check each month.
- 13) Please return the attached form in this packet with your \$110 registration fee plus ½ tuition installment **before February 1st**, at which time the public will be invited to register. Please keep the top two pages for reference.

TUITION AND SUPPLY FEES

<u>Class</u>	<u>Monthly Tuition</u>	<u>Supply Fee (1 time)</u>
Kindergarten	\$175	\$90
Five day 4 year old classes	\$165	\$75
Three days per week	\$135	\$65
Two days per week	\$125	\$60
MMOUT (1 year old class)	same tuition as 2 /3 day	\$30

ALL CHECKS MAILED TO OUR SCHOOL SHOULD BE ADDRESSED TO:

McGregor Presbyterian Preschool

6505 St. Andrews Road

Columbia, SC 29212

803-781-2539

Rhonda Marino, Director

Please detach this section and return stapled to your registration form.

I have read the policies of the McGregor Presbyterian Preschool/Kindergarten program and with my signature agree to accept them.

Name _____ Date _____

REGISTRATION FORM FOR THE 2010-2011 SCHOOL YEAR

Please check the appropriate class below:

- One year olds, M-W-F 6 spots
- One year olds, T/TH 6 spots
- Two year olds, M-W-F 8 spots
- Two year olds, T/TH 12 spots
- Two and a half year olds, T/TH 12 spots
- Three year olds, M-W-F 16 spots (2 classes)
- Three/Four year old Blended Class (must turn 4 between 9/2 and 12/31), M-F 18 spots
- Four year olds, M-F 18 spots (2 classes)
- Five year Kindergarten 18 spots

Child's First Name _____ Last Name _____

Name child wishes to be called _____ Male _____ Female _____

Date of Birth _____

Parents Names _____

Address _____

City _____ State _____ Zip Code _____

Home phone _____ Cell phone _____

Email address _____

Emergency contacts _____

Pediatrician and phone # _____

Dentist & phone # _____

Special interests _____

Siblings _____

Health concerns/Allergies _____

Any other information you would like to share with your teachers _____

***Student Directory**

_____ Please initial here to give permission for your name, address, email address, and phone #'s to be published in the school directory.