



PEACE LUTHERAN PRESCHOOL

1801 Port Malabar Blvd. NE
Palm Bay, FL 32905
Phone: 321-727-3290--Fax: 321-727-3290
E-mail: preschool@peacelutheranpb.org
Website: www.peacelutheranprek.org

License #070313

Beverly Sandberg, Director
Trina Williams, Assistant Director

RATE SHEET 2010/2011 School Year

Registration fee -- Our Early Registration Fees are \$50.00 for two & three year old classes and \$75.00 after April 15th. Registration is \$25.00 for the VPK Wrap-around Program. These fees are non-refundable.

**We will follow the Public School calendar as a guideline for beginning and ending dates and holidays for all classes. The class a child is enrolled in is determined by the age the child is on or before September 1st of the school year you are registering for. For example a child must be age 4 years on or before September 1, 2010 to be enrolled in our Pre-K class for the 2010/2011 school year. We offer a 2-day option for children 20 months old (2 years on or before December 31st of the school year) with the Thursday-Friday Multi-Age class, only.

Morning Only Classes & Monthly Rates: 8AM-12PM

2 day- 2/3-yr. /20 month-old class (TH/F):	\$170.00/mon.
3 day - 2/3 yr. class (M-W)	\$210.00/mon.
4 day - 2/3 yr. class (M-TH)	\$245.00/mon.
5 day - 2 & 3-year old class	\$280.00/mon.
4 day VPK (Pre-K) (M-TH)	No Fee
5th Day Option for Pre-K	\$ 75.00/mon.

Full Day & VPK Wrap-Around (Before & After Care) Weekly Rates: 7AM-5PM

3 day - 2/3 yr. class (M-W)	\$105.00/wk
5 day— 2 & 3-year old class	\$135.00/wk
VPK Wrap-Around—5 Days	\$105.00/wk

VOLUNTARY UNIVERSAL PRE-K (VPK)--VPK parents may visit the Early Learning Coalition's website, www.elcbrevard.org, to receive information for VPK registration. This process usually doesn't begin prior to My 1st. Parents are required to take a copy of their child's birth certificate and proof of Florida residency with them, when going to the Coalition registration site to complete the registration process.

Discounts/refunds--There is a 10% discount for more than one child enrolled in our 2 or 3 year old classes. No **refund/credits** are made for days the children do not attend, whether for illness or for other reasons, as teachers' salaries and operational expenses continue. During periods of absence beyond one month, students may remain enrolled by maintaining half of the tuition fee, if arrangements have been made in advance, otherwise full tuition is expected. We are closed for two weeks during Christmas Vacation and one week for Spring Break.

Tuition Payments--Tuition for Peace Lutheran Preschool Morning only classes is paid on a monthly basis, in advance, on the first day of each month. A grace period of 4 days will be extended for unexpected situations to be evaluated by the Preschool Board of Peace Lutheran Preschool, by immediately notifying the director, in writing, of the situation. **During the grace period, tuition will need to reach the director by 12:00pm by the 5th of the month, or a late fee of \$10.00 will be charged to your account.** If tuition is not paid by the fifteenth of the month, you will be asked to remove your child from the program. The tuition fee remains the same each month **regardless** of holidays, vacations, sick days, or personal reasons for which your child may be absent. Tuition for all Wrap-Around Programs is paid weekly or you may choose to pay on a monthly basis, as noted above.

Late Pick-Up—All children must be picked up no later than 15 minutes after their class is finished (12:15pm for Morning only students & 5:15pm for Wrap-Around Students) **Morning only students will be charged for a full day of wrap-around care (\$30.00) when picked up late. AN OVERTIME FEE OF \$20.00 PER 15 MINUTES (OR PORTION THERE OF), WILL BE CHARGED FOR ANY CHILD NOT PICKED UP BY 5:15PM.**



2010/2011 REGISTRATION CHECKLIST

Please return the following items to the director to complete registration for your child.

- _____ Enrollment Application
- _____ Screening Permission Form
- _____ Pre-K 5th Day Option (Pre-K Class only)
- _____ Registration Fee (if applicable)
- _____ Physical Form from Doctor*
- _____ Immunization Form from Doctor*

*One of the requirements for enrollment is an up to date copy of Immunization and Physical Forms for your child. These are available from your child's physician, and are a requirement of the Florida Department of Children and Families. This policy is for the physical well being of all children enrolled at Peace Lutheran Preschool.



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APPLICATION FOR ENROLLMENT

Date: _____ Class: _____

Child's Name _____ Name child goes by _____
Last First Middle Initial

Date of Birth _____ Sex _____ Home Phone _____

Home Address _____ City/State/Zip _____

PARENT / GUARDIAN INFORMATION:

Child lives with : () Both parents () Mother () Father () Other _____

Father's Name _____ Mother's Name _____

E-mail Address _____ E-mail Address _____

Employer's Name _____ Employer's Name _____

Occupation _____ Occupation _____

Work Phone _____ Work Phone _____

Cell Phone _____ Cell Phone _____

Local church (if any) parents and child are members of _____

Primary Language spoken at home _____ Family Ethnic Origin _____

Name and ages of other children in family _____

Special remarks concerning the child (allergies, health problems, other):

Name of person to be called in an emergency (if parents cannot be reached):

_____ Relationship _____

Address _____ Phone _____

Physician (in case of emergency) _____ Phone _____

DISCIPLINE POLICY:

Discipline in our preschool will consist of positive reinforcement, redirection and "thinking or alone time." If this does not correct or improve a child's behavior, a conference will be required. We do not utilize spanking or any other form of physical punishment, nor do we subject children to discipline which is severe, humiliating, or frightening.

Signature of Parent / Guardian

Date



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2010/2011 School Year

Dear Parents,

During the first few years of life many important skills and abilities are established, skills that are key to success in school and later in life. We believe that it is important to monitor the growth and development of the children in our care, so that we may better meet their needs in all areas of their development.

Our teachers have completed training in observation and screening of young children and will implement this process of periodic developmental screening to make sure that all of our children are getting their needs met. With your permission, we will occasionally observe your child's development and will record the results using a screening checklist developed specifically for this reason. We plan our screenings prior to school starting so that we can more fully meet the needs of our students beginning the first day of school. We will then take time to go over the results together and discuss ways that we, as a team, can most effectively help your child feel good about his or her accomplishments and progress. We can also provide you with age-appropriate activities to do with your child at home.

If the results of our screenings point out areas of concern, we can advise you on how to schedule a more detailed assessment for your child. Remember that it is the policy of Peace Lutheran Preschool to keep all information about your child and family in confidence.

Please indicate below, in the appropriate box, if we have your permission to periodically monitor your child's growth and development.

Sincerely,

Beverly Sandberg,
Director Peace Lutheran Preschool



I **do** grant permission to screen my child throughout the school year to monitor his/her growth and development.

I **do not** grant permission for my child to be screened throughout the school year to monitor his/her growth and development.

Parent/Guardian's Signature: _____ Date: _____

Child's Name: _____ Birth date: _____



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PRE-K CLASS 5TH DAY OPTION (FRIDAYS & LAST WEEK OF SCHOOL)

VPK Funding will cover only 540 hours for the school year program. Our chosen VPK schedule is Monday - Thursday, 8:00AM-12:00PM, with the first day of school the same as our other classes and the last day one week prior to the end of the other classes. The days off will be as stated on the School Year Calendar that parents receive in the Parent Packet at Parent Orientation. The last day scheduled for the state-paid VPK Program is usually the week before all other classes end. Our start date will be determined after the Brevard County Schools have set their calendar for the 2010/2011 school year.

Our previous Pre-K program, prior to VPK, was a five-day program, which met 4 hours per day, Monday - Friday during the school year. With this schedule the students attended more days for the year, than are covered by the VPK funding. In order to meet our goal for high quality early childhood education for your child, we will continue to offer the additional days that we offer for the younger students in our program. This is optional for all Pre-K students. It will include Fridays of the weeks that school is in session with the exception of those noted on the School Year Calendar as days off, and the last week that the younger classes attend. The tuition for this option is \$75.00 per month, per student for August - May, payable at the beginning of the month as with all other tuitions. If there is not sufficient enrollment for this option, we will be unable to offer it. We must have at least 6 children to insure that staff expenses are covered. As with all other tuitions, there are no discounts for the days your child does not attend, as staffing and all other expenses are still incurred.



Please fill out the appropriate statement below, add your child's name, your signature and the date to indicate your choice. Thank you.

_____ I would like to enroll my child in the PRE-K CLASS 5TH DAY OPTION at Peace Lutheran Preschool.

_____ I do not want to enroll my child in the PRE-K CLASS 5TH DAY OPTION at Peace Lutheran Preschool.

Child's Name: _____

Date: _____

Parent's Signature: _____

Print Parent Name Here: _____