

January 4, 2010

Dear Parents,

What a good year we are having at Pearce 4 Kids! Believe it or not however, amid the snowfall and the children's winter projects we are preparing for next fall's Nursery School and Pre-K classes. Below is some information that you will find useful as you make your plans for next year.

Early Registration

Children who are currently in our program, and their siblings who will be 3 years old by December 1, 2010, are entitled to participate in early registration January 4 - 15. Registration forms and a \$30.00 registration check must be submitted to the P4K office by 5:00pm on Friday, January 15. If you miss the deadline you will need to register on the day of open registration, January 21, 2010.

Open Registration (*PLEASE NOTE OUR NEW OPEN REGISTRATION PROCESS*)

Registration for the community will take place on Thursday, January 21, 2010. Our registrar will be in the church lobby from 7:00am until 6:00pm and will take registrations throughout the day on a first come, first serve basis. We can only accept one family registration from each person in line. Therefore, group sign-ups from one person cannot be accepted.

2010 – 2011 Classes

Children who are 3 years of age by December 1, 2010 are eligible for the following classes:

- 3 year old only Nursery School class on Tuesday and Thursday mornings
- 3 and 4 year old Nursery School class on Tuesday and Thursday afternoons

Children who are 4 years of age by December 1, 2010 are eligible for the following classes:

- 3 and 4 year old Nursery School class on Tuesday and Thursday afternoons
- 4 year old Nursery School class on Monday, Wednesday, Friday mornings
- 4 year old Nursery School class on Monday, Wednesday, Friday afternoons

Pre-Kindergarten Classes:

- 4 year old Pre-Kindergarten class on Monday, Tuesday, Wednesday and Thursday
- Prerequisites: Must be 4 year old by September 1 and have attended one year of nursery school

All children must be potty trained before starting in these programs. You may refer to the handbook for additional details or call the Pearce 4 Kids office.

Sincerely,

Lydia Monroe, Pearce 4 Kids Director
Beth Antes, Administrative Assistant for Finance/Registrar

PEARCE 4 KIDS CHILD CARE CENTER

Nursery School & Pre-K Registration

2010 - 2011

Please complete all 4 pages of this registration form

CHILD'S INFORMATION

Name: _____ DOB: _____

_____ Street Address _____ City _____ Zip _____

Home Phone: _____ School District: _____

MOTHER'S INFORMATION

Name: _____ Home Phone: _____

_____ Street Address _____ City _____ Zip _____

Work Phone: _____ Cell Phone: _____

Employer: _____

E-Mail Address: _____

FATHER'S INFORMATION

Name: _____ Home Phone: _____

_____ Street Address _____ City _____ Zip _____

Work Phone: _____ Cell Phone: _____

Employer: _____

E-Mail Address: _____

FOR OFFICE USE ONLY

Confirmed Class: **M/W/F Morning** **M/W/F Afternoon** **T/Th Morning** **T/Th Afternoon** **Pre-Kindergarten**

Registration Fee Paid: \$ _____ Check No. _____ Date: _____

Financial Agreement: _____ Dr. Medical Info: _____ Medical (our form): _____

Emergency Info: _____ Release info: _____

CLASS CHOICE

Please indicate with an X beside the class you would like your child to attend. If you have a first and second choice, please indicate by marking 1st, 2nd on the line beside your choices.

Nursery School Morning Classes:

- _____ Monday/Wednesday/Friday 9:00 – 11:30am 4 Year Olds Only
- _____ Tuesday/Thursday 9:00 – 11:30am 3 Year Olds Only

Nursery School Afternoon Classes:

- _____ Monday/Wednesday/Friday 12:30 – 3:00pm 4 Year Olds Only
- _____ Tuesday/Thursday 12:30 – 3:00pm 3 & 4 Year Olds

Pre-Kindergarten Classes:

- _____ Monday – Thursday 9:00 – 11:30am 4 & 5 Year Olds
 (Four year olds must have completed one year of Nursery School)

FINANCIAL AGREEMENT

I agree to pay the full tuition amount on or before August 14 or pay a partial payment as outlined below.

Due Date	2 Day/Week Classes	3 Day/Week Classes	Pre-K Classes
By August 15	\$245	\$320	\$325
By October 15	\$245	\$320	\$325
By December 15	\$245	\$320	\$325
By February 15			\$325

I understand that the \$30.00 registration fee is not part of the total tuition amount and is non-refundable. As stated in the Nursery School/Pre-K Handbook, a \$20.00 late fee will be charged for any tuition payments more than 10 days past due. Withdrawals from the program will be reimbursed as stated in the handbook.

Signature

Date

Parents electing to use the payment schedule will receive an invoice approximately one month prior to the due date as a reminder.

RELEASE INFORMATION

My child may be released to the following people (please do not list parents)

Name _____

Relationship _____

Work Phone _____

Home Phone _____

Cell Phone _____

Name _____

Relationship _____

Work Phone _____

Home Phone _____

Cell Phone _____

Name _____

Relationship _____

Work Phone _____

Home Phone _____

Cell Phone _____

MEDICAL INFORMATION

Doctor's Name _____

Phone _____

Hospital Affiliation _____

Insurance Carrier _____

Policy # _____

Dentist's Name _____

Phone _____

Allergies _____

ADD/ADHD: Yes No Other behavioral issues _____

Special food/activity instructions _____

EMERGENCY INFORMATION

In the event that we cannot reach either mother/father (or guardian), please list the persons we may call:

Name _____

Relationship _____

Work Phone _____

Home Phone _____

Cell Phone _____

Name _____

Relationship _____

Work Phone _____

Home Phone _____

Cell Phone _____

RELEASE PERMISSION

I, the undersigned, hereby enroll my child in the Pearce 4 Kids Child Care Center beginning in the fall of 2010. It is understood that Pearce 4 Kids assumes the responsibility for my child's well-being during the hours of care and will make every effort to contact the parent should any type of emergency arise. I agree that in case of accident or injury, emergency medical care may be given in the event that I (or designated persons) cannot be reached. I also give consent for my child to take part in field trips or excursions away from the facility under the supervision of the P4K staff. Because P4K staff have obligations outside of their time commitment to my child during the program time, I understand that late pick up fees will be charged at a rate of \$10.00 per child, in 10 minute increments.

Signature

Date

PHOTOGRAPH PERMISSION

Please check all that apply:

I give my permission for my child's picture to be taken and used in the classroom and on bulletin boards in the hallway at Pearce 4 Kids.

I give my permission for my child's picture to be taken and used in publicity about Pearce 4 Kids (no full names will be used without written consent by a parent).

Signature

Date

Pearce 4 Kids Child Care Center
4322 Buffalo Road
North Chili, NY 14514
585-594-1833
www.pearcechurch.org/pearce4kids