

Centenary Thru-the-Week School

Policy Sheet

Registration



- The **Registration Fee** will be \$125.00. Families registering more than one child will pay \$50.00 for each younger sibling registered.
- The registration fee will be refunded only when the registered child moves from the area. There will be no other exceptions.
- A **Supply Fee** of \$85.00 per child will be payable at time of registration and due by the first of August. Your child's supply fee includes a Centenary Preschool T-shirt.
- Registration form must be filled in completely and returned with the registration fee as soon as possible to **Preschool Director, Centenary United Methodist Church, P.O. Box 1388, New Bern, North Carolina, 28563.**
- Enrollment will be accepted on a first come, first serve basis and is limited for each age group.
- Registration is open to children of families of all denominations.
- Children must be **up-to-date on their vaccinations** in accordance with what is required by the NC Department of Health and Human Services. www.immunizenc.com

Entrance Requirements

- The child must be six (6) months old by the 31st of August for the **Mother's Morning Out Classes.**
- The child must be one (1) years old by the 31st of August for the **1-Year-Old Preschool Classes.**
- The child must be two (2) years old by the 31st of August for the **2-Year-Old Preschool Classes.**
- The child must be three (3) years old by the 31st of August for the **3-Year-Old Preschool Class.**
- The child must be four (4) years old by the 31st of August for the **4-Year-Old Pre-Kindergarten Class.**
- A shot record from your doctor will be required before your child enters school. (We will supply the medical form to be filled out.)

Tuition

- The annual tuition will be \$675.00 for **1-Day a week.** (\$75.00 per month Sept-May)
- The annual tuition will be \$1,215.00 for **2-Days a week.** (\$135.00 per month Sept-May)
- The annual tuition will be \$1,575.00 for **3-Days a week.** (\$175.00 per month Sept-May)
- The annual tuition will be \$1,980.00 for **4-Days a week.** (\$220.00 per month Sept-May)
- The annual tuition will be \$2,385.00 for **5-Days a week.** (\$265.00 per month Sept-May)
- September tuition will be due by Open House. The tuition will be due the first day of each month, October through May. Please make all checks payable to **Centenary Thru-the-Week School.** If a child drops out, the full month's tuition is due.

School Hours

There will be an Open House for children and parents to get better acquainted with their room and teachers. The date of the Open House and the first day of school will be announced at a later date.

- The **Mother's Morning Out Class** will be in session Tuesday through Thursday from 9:00 a.m. until 12:00 noon.
- The **1-Year-Old Classes** will be in session Monday through Thursday from 9:00 a.m. until 12:00 noon.
- The **2-Day 2-Year-Old Preschool Class** will be in session Tuesday and Thursday from 9:00 a.m. until 12:00 noon.
- The **3-Day 2-Year-Old Preschool Class** will be in session Monday, Wednesday and Friday from 9:00 a.m. until 12:00 noon.
- The **5-Day 2-Year-Old Preschool Class** will be in session Monday through Friday from 9:00 a.m. until 12:00 noon.
- The **2-Day 3-Year-Old Preschool Class** will be in session Tuesday and Thursday from 9:00 a.m. until 12:00 noon.
- The **3-Day 3-Year-Old Preschool Class** will be in session Monday, Wednesday and Friday from 9:00 a.m. until 12:00 noon.
- The **5-Day 3-Year-Old Preschool Class** will be in session Monday through Friday from 9:00 a.m. until 12:00 noon.
- The **3-Day 4-Year-Old Pre-Kindergarten Class** will be in session Monday, Wednesday and Friday from 9:00 a.m. until 12:00 noon.
- The **5-Day 4-Year-Old Pre-Kindergarten Class** will be in session Monday through Friday from 9:00 a.m. until 12:00 noon.

Early Risers & Lunch Bunch

- Early Risers begins at **8:05am** Monday through Friday
- Lunch Bunch is from **12:00noon to 1:00pm** Monday, Wednesday, and Friday. Parents provide lunch.
 - No peanuts or peanut butter.
- Cost is \$5.00 for each session or \$3.00 if you sign up for every Early Risers or Lunch Bunch that your child attends school.

Medical Policy

Please advise the teachers of any allergies your child may have. A child should stay at home if he has a fever or is suspected of being contagious. Children returning to school after being sick should be free from fever, diarrhea, vomiting, etc. for 24 hours. It is important to dress your child according to the weather because we go outside every day unless it is raining. We have no facilities to keep a child inside when the class is on the playground. However, if a parent requests it, we will call before we go outside, so the child can be picked up early.

Emergency Conditions

When the Craven County Schools are closed due to weather-related or emergency conditions, we will also be closed. Check the preschool Facebook page or tune in to WCTI-12 or other local TV and radio stations for information about closings or delays.

Revised July 2017, Centenary Thru-the-Week School Advisory Board