

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 \$100.00 per child will be payable at time of registration and due by the first of August. Includes a 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. **A shot record from your doctor will be required before your child enters school.**
- There will be an **Open House** (August 31, 2018) for children and parents to get better acquainted with their room and teachers.
- **First Day of School** is September 4, 2018

Classes Offered

- **Mother's Morning Out Classes** - must be six (6) months old by the 31st of August
 - Tuesday through Thursday** from 9:00 a.m. until 12:00 noon. Days may change due to enrollment and the needs of parents.
- **1-Year-Old Preschool Classes** - must be one (1) years old by the 31st of August
 - Monday through Thursday** from 9:00 a.m. until 12:00 noon.
- **2-Year-Old Preschool Classes** - must be two (2) years old by the 31st of August
 - 2-Day** 2-Year-Old Preschool Class will be in session Tuesday and Thursday from 9:00 a.m. until 12:00 noon.
 - 3-Day** 2-Year-Old Preschool Class will be in session Monday, Wednesday, and Friday from 9:00 a.m. until 12:00 noon.
 - 5-Day** 2-Year-Old Preschool Class will be in session Monday through Friday from 9:00 a.m. until 12:00 noon.
- **3-Year-Old Preschool Class** - must be three (3) years old by the 31st of August
 - 2-Day** 3-Year-Old Preschool Class will be in session Tuesday and Thursday from 9:00 a.m. until 12:00 noon.
 - 3-Day** 3-Year-Old Preschool Class will be in session Monday, Wednesday, and Friday from 9:00 a.m. until 12:00 noon.
 - 5-Day** 3-Year-Old Preschool Class will be in session Monday through Friday from 9:00 a.m. until 12:00 noon.
- **4-Year-Old Pre-Kindergarten Class** - must be four (4) years old by the 31st of August
 - 3-Day** 4-Year-Old Pre-K Class will be in session Monday, Wednesday, and Friday from 9:00 a.m. until 12:00 noon.
 - 5-Day** 4-Year-Old Pre-K Class will be in session Monday through Friday from 9:00 a.m. until 12:00 noon.

Tuition

- **1-Day a week** - annual tuition will be \$720.00 (\$80.00 per month Sept-May). MMO & 1-Year-Old class only
- **2-Days a week** - annual tuition will be \$1,305.00 (\$145.00 per month Sept-May)
- **3-Days a week** - annual tuition will be \$1,620.00 (\$180.00 per month Sept-May)
- **4-Days a week** - annual tuition will be \$2,025.00 (\$225.00 per month Sept-May). 1-Year-Old class only
- **5-Days a week** - annual tuition will be \$2,475.00 (\$275.00 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.

Early Risers & Lunch Bunch

- Available for 1, 2, 3, & 4-year-old classes
- **Early Risers** begins at **8:05am** Monday through Friday. Cost is **\$4.00** per day
 - Parents will sign their child in for Early Risers. Room may vary day to day.
- **Lunch Bunch** is from **12:00noon to 2:00pm** Monday through Friday. Cost is **\$6.00**
 - Parents provide lunch. No peanuts or peanut butter.
 - Parents will sign their child out at pick-up, located on the playground (weather permitting) or in one of the classrooms.
- Parents will be **invoiced** at the end of the month for any days your child attended.

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. In the event of a 2-hour delay, we will open at 10:30am. Check the preschool Facebook page or tune in to WCTI-12 or other local TV and radio stations for information about closings or delays.