

2025-2026 Centenary Preschool

Policies & Enrollment Information

Registration Information



- The **Registration Fee** is **\$150** due at time of registration. **\$50** for each additional sibling.
- A **Supply Fee** of **\$150** per child will be invoiced to our families August 1st.
- Current accounts must be up to date in order to register your child for the upcoming year.
- Registration form must be filled out, returned to the director, and fees paid to hold your child's spot.
- Enrollment will be accepted in the order it is received and is limited for each age group.
- Registration is open to families of all denominations.
- At least one guardian must download the ProCare app on their phone. This is the preschool's main form of communication & invoicing. In an emergency, alerts will be sent out through the app.
- Our classrooms are a structured environment with a *Learning Through Play* philosophy.
- Children with **developmental delays or special needs** are required to meet with the director before registration to discuss and ensure that we can safely provide for their child on a day-to-day basis. A trial period will be put in place to assess the child's adjustment to preschool as well as our ability to meet their needs in a positive progression. IEP meetings with your child's therapist may be required if we deem them necessary.
- Children must be **up-to-date on their vaccinations** following what is required by the NC Department of Health and Human Services. www.immunizenc.com.

A shot record from your doctor will be required by Open House on August 28th

Classes Offered

All classes 9:00am - 12:00noon

Infant Classes

must be 6 months old by the 31st of August

2-Day Tuesday / Thursday 3-Day Monday/ Wednesday / Friday 5-Day Monday - Friday

1-Year-Old Preschool Classes

must be 1 years old by the 31st of August

2-Day Tuesday / Thursday 3-Day Monday/ Wednesday / Friday 5-Day Monday - Friday

2-Year-Old Preschool Classes

must be 2 years old by the 31st of August

2-Day Tuesday / Thursday 3-Day Monday/ Wednesday / Friday 5-Day Monday - Friday

3-Year-Old Preschool Class

must be 3 years old by the 31st of August

2-Day Tuesday / Thursday 3-Day Monday/ Wednesday / Friday 5-Day Monday - Friday

4-Year-Old Pre-Kindergarten Class

must be 4 years old by the 31st of August & fully potty-trained

3-Day Monday/ Wednesday / Friday 5-Day Monday - Friday

Calendar

Open House: August 28th First Day of School: September 2nd
Last Day of School: May 14th Graduation: May 15th

Tuition

2-Days a week (T/Th) - annual tuition \$1,665 and invoiced \$185 per month Sept-May

3-Days a week (M/W/F) - annual tuition \$2,025 and invoiced \$225 per month Sept-May

5-Days a week (M - F) - annual tuition \$3,150 and invoiced \$350 per month Sept-May

Tuition will be invoiced at the beginning of each month. If a child drops out, the full month's tuition is due. A 10% LATE FEE will be charged to all delinquent accounts by the 16th of each month. Accounts must be in good standing for your child to continue to attend Centenary Preschool. Please remember that we are a non-profit preschool, our operation, including salaries, is affected by non-payment.

Early Risers

- Begins the second week of school (September 8th)
 - Begins at 8:05 Mon- Fri
 - Cost is \$5.00 per day
 - No carpool option for Early Risers
- Parents will be **invoiced** at the end of the month for any days your child attended.

Arrival & Dismissal

- **Carpool** will begin at 8:50 and continue until 9:00. Any families arriving after 9:00 must enter the building through the church office doors to drop off their preschooler.
- **Dismissal** will begin at 11:50 and no later than 12:00. Families will enter the building through the church office doors and pick up their preschooler at the classroom doors.

Medical Policy

- To minimize the spread of contagious germs, please keep preschoolers home if they are running a fever, vomiting, or have diarrhea **OR** if anyone residing in your child's home is diagnosed with a contagious disease such as Flu, Covid, stomach bug, Strep, etc.
- If your child develops a fever of $100^{\circ}F$ or higher while at preschool, you will be called to pick them up.
 - If your child has 2 diarrhea episodes while at preschool, you will be called to pick them up.
- We recognize that there are times when little ones may have runny noses due to allergies or teething, but if you suspect it may be something more than that, please err on the side of caution and keep them home.
 - Children returning to school after being sick should be free from fever, diarrhea, vomiting, etc. for **24 hours** without the assistance of medication.

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 and dismiss at 12:30pm.
 - Centenary Preschool does not do make-up days.
 - Information and alerts will be sent out through our ProCare Parent App.

Please make sure all contact information in
ProCare is up to date at all times