



352 S Main Street Crown Point IN 46307

219-661-9044

Email: cpplayandlearn@gmail.com

**Registration Information
Terms and Conditions
2019-2020**

All of the children in our classes learn through a hands-on approach. The teachers are trained in early childhood development and provide a variety of activities and materials from which the children may choose. The teachers facilitate developmentally appropriate practice to insure that each child will learn and grow at his or her own individual level. Our preschool's priority is to prepare each child for the next level of learning by gaining confidence in her or himself through positive learning experiences. Our staff is friendly and knowledgeable. You and your children will feel welcome the second you walk through the door. If you have any questions, please do not hesitate to contact us. Thank you for taking the time to learn about our program. We are excited about the opportunity to work with you and your child.

The following items are needed to complete your child's registration process:

- Completed Financial Policies, Terms and Conditions Form/ 2019-2020
- Completed Registration Form
- Completed Emergency Contact Form
- Completed Health Forms
- Registration Fee of \$50 per child, payable to First United Methodist Church (non-refundable)

Classes Offered

Class	Age	Schedule	Monthly Tuition*
Pre-3 Morning	3 by August 1	T-W-Th 9 – 11:30 am	\$150
Pre-3 Afternoon	3 by August 1	T-W-Th 12:15 – 2:45 pm	\$150
Pre-K Morning	4 by August 1	Mon – Thurs 9 – 11:30 am	\$165
Pre-K Afternoon	4 by August 1	Mon – Thurs 12:15 – 2:45 pm	\$165

*Multiple Child Discount Offered

Other Possible Fees include Field Trips, Photos, and Special Events.

Toilet Training Policy

All students enrolled must be completely toilet trained and able to independently use the restroom when the school year begins. Each child should be wearing underwear, not Pull-ups or diapers at school. For the purpose of clarification, our definition of fully toilet trained is the child's recognition of the need to use the restroom, the ability to inform an adult, the ability to remove the necessary clothing with little or no assistance, the ability to handle own hygiene (redress and wash hands.)



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**Financial Policies Agreement
/Release Form**

By signing the following financial contract you agree to these Financial Policy terms and conditions:

1. Tuition should always be delivered in the large envelopes that will be provided to you.
2. Tuition is due on the first of every month and no later than the 10th. Tuition payments made after the 10th of the month will result in a late fee of \$15.
3. Tuition that is two months late will result in dismissal from the program.
4. If your child is out of school for any reason (vacation, etc.) for an extended period of time, you will still be responsible for the monthly tuition. No exceptions can be made.
5. If you withdraw your child from our program for any reason, tuition and registration fees already paid will not be refunded.

I understand and accept all terms and conditions as stated above:

Child (ren)'s Name(s) _____

X _____
Parent's Signature

Date

Photo/Website Release

During the school year, pictures are taken of children and classes at Play & Learn Preschool. These pictures may be included in our website, a brochure, advertisements, or press releases.

I hereby give consent for FUMC Play & Learn Preschool to use and image of my child for the purposes listed above.

Child (ren)'s Name(s) _____

X _____
Parent's Signature

Date

() I decline to give permission for my child's photos to be used for the purposes listed above.