



7071 Forestville Road
 Knightdale, NC 27545
 (919) 266-2373
 preschool@knightdaleumc.org
 www.knightdaleumc.org/preschool

School Year Sept 2020 - May 2021

Welcome to our school family!

Knightdale UMC Preschool (KUMCP) is a non-profit ministry of Knightdale United Methodist Church. We are a half day preschool serving children ages 1 - 5 years. Please review this at-a-glance letter for information to help you decide when and how to register your child(ren) for the 2020-2021 school year. Thank you for considering our preschool. We are excited for the opportunity to support you as we navigate through these Early Childhood years together. We are aware of this great responsibility we have as partners in teaching and nurturing your child. Please reach out if you have any questions about our preschool and/or the registration process.

Danielle Glenewinkel, KUMCP Director

PROGRAM INFORMATION

Our school year begins the Tuesday after Labor Day and ends the Wednesday before Memorial Day. We offer a half-day program with flexible scheduling Monday through Friday. Our play-based curriculum allows our children unique daily classroom experiences and every week we offer Chapel, Spanish and Music & Movement. We enjoy time on the playground or in the courtyard each day and a healthy snack is provided by the preschool. Our Pre-K students and Lunch Bunch participants bring a healthy lunch from home.

CLASS OFFERINGS

KUMC Preschool Board approved the following class options and tuition fees for the 2020-2021 school year:

9am - 12pm Class Options	2 Days (T,TH) Monthly Tuition	3 Days (M,W,F) Monthly Tuition	4 Days (M-TH) Monthly Tuition	5 Days (M-F) Monthly Tuition	Pre-K (4 & 5 yr olds) 9am-1pm M-TH 9am-12pm FRI	
Toddlers (1-young 2's)	\$230	\$265		\$345	4 Days (M-TH) Monthly Tuition	\$335
Early Preschool (2 & 3 yr olds)	\$230	\$265		\$345		
Preschool (3 & 4 yr olds)		\$265	\$300	\$345	5 Days (M-F) Monthly Tuition	\$375

REGISTRATION FEE

The non-refundable registration fee is equal to one month's tuition. Registration fees are accepted via cash, check, or money order.

REGISTRATION DATES & PRIORITIES

First Priority:

Monday, January 27, 2020 or currently enrolled students and siblings.*

*All currently enrolled students and their siblings are guaranteed a seat when completed Registration Form with Registration Fee is received by January 31, 2020 at 1pm.

Second Priority:

Open Enrollment begins **Monday, February 3, 2020**

All families will receive notification of their child(ren)'s enrollment status via email within 72 hours after receiving the completed Registration Form and Registration Fee.

ACTIVITY FEE FOR IN HOUSE FIELD TRIPS

Our school family enjoys time together for fun, learning, and connecting! Our **Fall Festival**, **Spring Science**, and end of the year **Field Day** are all hosted by KUMCP with help from our P.O.P Volunteers, Staff and Family Volunteers and outside vendors. The cost for all three events is included in a one-time, required \$25 Activity Fee collected with the Registration Fee.

TUITION PAYMENTS

Tuition is due the first school day of the month, September through May (tuition due dates are printed in the KUMCP Parent Handbook). If tuition is not paid by the 10th of the month, a \$5 per day late fee will be added to the late payment. Families with Tuition Express accounts have their monthly tuition drafted on the 10th of each month.

A \$25 fee for insufficient funds on any payment will be added to your account to cover any bank/merchant fees associated with the transaction.

Sibling discounts for tuition are available. Sibling discounts do not apply to registration fees.

A 5% discount is offered when tuition for the school year is paid in full by September 2nd, 2020.

There will be no refunds or credit given for days missed for any reason including sickness, vacation or the closing of school for inclement weather or unforeseen events.

**Scholarship information is available upon request.

FLEXIBLE SCHEDULE

Our **Early Birds** is available daily Monday - Friday from 8am - 8:55am for all students. Our **Lunch Bunch** is offered Monday-Thursday from 12pm - 1pm for our Toddlers, Early Preschool and Preschool Classes. Both programs require pre-registration and an additional monthly program fee to participate.

Early Bird (M-F)	
# Days per week	Monthly Fee
1	\$20
2	\$40
3	\$60
4 or 5	\$80
Drop-In	\$7 per visit

Lunch Bunch (M-TH)	
# Days per week	Monthly Fee
1	\$20
2	\$40
3	\$60
4	\$80
Drop-In	\$7 per visit

MEDICAL INFORMATION

Emergency Contact Form and Medical Form including immunization record must be completed and returned NO LATER THAN the first day of school.

KUMCP is an Allergy Aware School. If your child has any food allergies, you will be required to have an Allergy Action Plan on file by the first day of school. To provide the safest environment for all children, we may ask all parents to limit the foods they send to school with their child(ren). If you have any questions regarding these requirements, please contact us at (919)266-2373 or preschool@knightdaleumc.org.



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Registration 2020 - 2021

#1 Complete student and family information below:

Child's Name: _____ Nickname: _____

Birth Date: _____ Male Female Age as of 08/31/2020: _____

Address: _____ Zip Code: _____

Whom may we thank for referring you to KUMCP? _____

	Parent/Guardian #1	Parent/Guardian #2
Name		
Cell#		
Email		
Address		
Employer		
Work#		
Lives with Child?		

#2 Complete the statements below:

Please list all known food and environmental allergies:*

*If applicable, I understand that I must have an *Allergy Action Plan* completed by a physician on file before my child can start school. Yes ___ No ___ N/A ___

My child's immunizations are current.* Yes ___ No ___ My child has annual doctor's visits. Yes ___ No ___

***A COPY OF YOUR CHILD'S IMMUNIZATION RECORD MUST BE ATTACHED TO THE MEDICAL FORM and turned in by September 2, 2020.**

I understand and agree with the following:

⇒ KUMCP is an Allergy Aware School and to provide the safest environment for all students, I may be asked to limit the foods I send to school with my child(ren). Initial here: _____

⇒ An Enrollment Packet, including a Financial Agreement, will be mailed to me in August. I will complete the packet and turn it in by September 2, 2020. Initial here: _____

#3 Registration and Activity Fee: Please check the box next to the days per week you are requesting your child to attend. Include your cash, check, or money order for the non-refundable registration fee (equal to one month's tuition) plus activity fee with this form.

Toddlers/Early Preschool (1 - young 3's)	
<input type="checkbox"/>	2 Days (T-TH) \$230
<input type="checkbox"/>	3 Days (M,W,F) \$265
<input type="checkbox"/>	5 Days (M-F) \$345

Preschool (older 3's - young 4's)	
<input type="checkbox"/>	3 Days (M,W,F) \$265
<input type="checkbox"/>	4 Days (M-TH) \$300
<input type="checkbox"/>	5 Days (M-F) \$345

Pre-K (4 & 5 yr olds)	
<input type="checkbox"/>	4 Days (M-TH) \$335
<input type="checkbox"/>	5 Days (M-F) \$375

Activity Fee	
<input checked="" type="checkbox"/>	\$25 (one time)

#4 Early Birds and Lunch Bunch: Please check the box next to the additional program you are interested in for your child. This will help our planning. You will sign up for exact days and pay your monthly program fee at Orientation in September.

Early Birds* - Monday-Friday (*Available for all students)	
<input type="checkbox"/>	1 Day per week
<input type="checkbox"/>	2 Days per week
<input type="checkbox"/>	3 Days per week
<input type="checkbox"/>	4 or 5 Days per week

Lunch Bunch* - Monday-Thursday (*Does not apply for Pre-K)	
<input type="checkbox"/>	1 Day per week
<input type="checkbox"/>	2 Days per week
<input type="checkbox"/>	3 Days per week
<input type="checkbox"/>	4 Days per week

#5 Please Read, Sign and Date:

KUMCP is a non-profit preschool and is a ministry of Knightdale United Methodist Church. Although KUMC generously provides our facilities, our daily operations and team of dedicated teachers and administrators is supported solely through tuition payments. Upon completion of this form and payment of the non-refundable registration fee, your child is guaranteed a space in our program for the upcoming school year. We do this in good faith, counting on your child's enrollment for the school year and on your timely tuition payments. Because we accept limited enrollment and have fixed expenses, we cannot operate on a fluctuating budget.

Parent/Guardian

Date

For Preschool Use Only:

Date Rec'd _____ Amount\$ _____ Cash Money Order Check # _____ Emailed Acceptance Date _____