

FBP is the place to be!



Dear Parents,

We are so glad you have chosen First Baptist Preschool (FBP) for your child! We take pride in our program and strive to provide quality care to each and every child. We are so excited to have your child join us on this adventure!

Our hours are 7 a.m. to 6 p.m. Our key instructional time is between 9 a.m. and 3 p.m. The school year begins on August 11, 2020.

Fall registration begins April 3, 2020 at 7 a.m. To complete registration and reserve your child's spot, please complete and return the following:

- A fully completed registration packet
- The \$100 Annual Registration Fee (non-refundable, non-transferable)
- The \$250 Supply Fee (due with August tuition on August 5, non-refundable, non-transferable)
- Your child's current certificate of immunization. (As a private preschool, we require that all children receive vaccinations on schedule.)
- **Your child's spot is not reserved until we have all of the above.**
- Please fill out one form per child. Fees listed are per child, not per family.

Monthly tuition is due by the 5th of each month; a late fee of \$25 per day will incur after.

There is a sibling discount of 10% for the youngest child.

Pricing per month:

| | | |
|-----------------|---|-------|
| Infants | Under 12 months by Sept. 1, 2020 | \$860 |
| Toddlers | 1 year old by Sept. 1, 2020 | \$700 |
| Early Preschool | 2 years old by Sept. 1, 2020 | \$620 |
| Preschool | 3 years old by Sept. 1, 2020 and fully potty trained* | \$600 |
| PreK | 4 years old by Sept. 1, 2020 | \$600 |

*"Fully potty trained" at First Baptist Preschool is defined as using the toilet without the assistance of teachers, wearing cloth underwear (Pull-Ups are allowed at naptime only), able to pull up/down their pants and underwear and with less than 3 accidents per week.

Thank you for joining First Baptist Preschool! Contact us at preschool@fbcssi.org or (912) 634-1454 with any questions or concerns

In Christ,
Alicia Shell (Director) and Ellie Moser (Assistant Director)

FBP Fall 2020 Program Handbook Quick Notes

Please review our full handbook

- Children must be picked up by 6 p.m. in order to avoid a late fee of \$1 per minute.
- Parents must sign their children in and out every day by scanning the QR code at the school with the SmartCare app on a smartphone. Any person who picks up your child may be asked to provide a form of ID before your child is released. If you want your child to be picked up by a different person, please notify the school, via written note or email, at the beginning of the day. Remind the individual picking up your child to bring his/her photo ID.
- If your child is sick or will not be attending FBP one day, please notify the school.
- For a more detailed description of our sick policy please refer to the First Baptist Preschool Handbook.
- Children will not be allowed to enter or exit the building without a parent, FBP staff member, or authorized pick-up person.
- Each child enrolled in the preschool should come to school wearing weather appropriate clothing, sunscreen, and bug spray **prior** to school each day when needed. It will be reapplied here if it is deemed necessary and we have a permission form on file. Please keep a jacket at school for your child.
- All items (backpacks, cups, lunchboxes, clothing, etc.) should be clearly labeled with your child's name. Classrooms are equipped with refrigerators and microwaves for cooling and heating lunch items as necessary, but we ask that you limit the amount of food that needs to be heated so our students can finish lunch in the allotted time. Please keep an ice pack in your child's lunch box.
- Staff members cannot administer medications to students for any reason. Parents welcome to come to FBP and administer medications as needed.
- Daily rest time is required for all students. Students in the 1-year-old room and up, should bring in a nap roll **or** a crib sheet and blanket for their cots. Our infants should provide a mini crib sheet for their cribs. Infants are only allowed a pacifier with nothing attached in their crib. Sleeping materials can be kept at school during the week and sent home every Friday for laundering.
- FBP staff will inform the parent of any illness or injury that results in administering first aid.
- Personal belongings such as electronics and other toys should be left at home. FBP is not responsible for any lost, damaged, or stolen items.

First Baptist Preschool 2020/2021 School Year Enrollment Form



Child's Full Name _____

Gender _____ Age _____ DOB _____

Home Address (Street) _____

City _____ State _____ ZIP _____

Parent/Guardian Name _____ Home Phone _____

Address (if different from child's) _____

City _____ State _____ ZIP _____

Email Address _____ Cell Phone _____

Place of Employment _____ Work Phone _____

Employment Address _____

Parent/Guardian Name _____ Home Phone _____

Address (if different from child's) _____

City _____ State _____ ZIP _____

Email Address _____ Cell Phone _____

Place of Employment _____ Work Phone _____

Employment Address _____

Child's living arrangements (check one) Both Parents Mother Father Other

Child's Legal Guardians (check one) Both Parents Mother Father Other

This child may be released to the person(s) signing this agreement or to the following:

*Name _____ Address _____

Phone Number _____ Relationship to child _____

Relationship to Parents or Guardian _____

*Name _____ Address _____

Phone Number _____ Relationship to child _____

Relationship to Parents or Guardian _____

Persons to contact in the case of emergency when parent or guardian cannot be reached:

Name _____ Phone Number _____
Name _____ Phone Number _____
Name _____ Phone Number _____

Your child's doctor or clinic name _____ Doctor/clinic phone _____
My child has the following special needs/services _____

The following special accommodation(s) may be required to most effectively meet my child's needs while at the school (physical therapy, speech therapy, case worker visits, etc.) _____

My child is currently on medication(s) prescribed for long-term continuous use and/or has the following pre-existing illness, allergies (including food) or health concerns: NO YES _____

EMERGENCY MEDICAL AUTHORIZATION

Should (child's name) _____ Date of birth _____ suffer an injury or illness while in the care of First Baptist Preschool, and the school is unable to contact me (us) immediately, it shall be authorized to secure such medical attention and care for the child as may be necessary. I (We) shall assume responsibility for the payment of services.

Parent/Guardian _____

Signature _____

Date _____

I agree to have someone pick up my child within **30 minutes** of being notified to minimize the spread of contagious illnesses to other students or staff. I also agree not to send my child to school without a **doctor's note** if symptoms of sickness are present or if he/she has been ill in the past **24 hours**. Failure to adhere to these policies may result in my child being permanently dismissed from school.

Parent/Guardian Signature _____

Date _____

Parental Agreements with First Baptist Preschool (FBP)

My child will typically arrive at _____ a.m. and will depart at _____ p.m. each day.

I understand that failure to submit a written notice within 2 weeks of withdrawing my child from First Baptist Preschool will incur a penalty of 1 month's full tuition. _____(initial)

My child will not be allowed to enter or leave FBP without being escorted by the parent(s), person authorized by parent(s), or facility personnel. _____(initial)

I acknowledge it is my responsibility to keep my child's records current to reflect any significant changes as they occur, e.g., phone numbers, work location, emergency contacts, child's physician, child's health status, infant feeding plans, immunization records, etc. _____(initial)

First Baptist Preschool agrees to keep me informed of any incidents, including illnesses, injuries, adverse reactions to foods, etc., which include my child. _____(initial)

First Baptist Preschool agrees to obtain written authorization from me before my child participates in water-related activities occurring in water that is more than two (2) feet deep. _____(initial)

I authorize the school to obtain emergency medical care for my child when I am not available. _____(initial)

I, _____, have received a copy of the First Baptist Preschool Handbook, and agree to abide by the policies and procedures of First Baptist Preschool. _____(initial)

I understand that FBP will advise me of my child's progress and issues relating to my child's care as well as any individual practices concerning my child's special needs. I also understand that my participation is encouraged in all school activities.

Signed (Parent/Guardian) _____ Date _____

I am currently a member of First Baptist Church, SSI. YES NO

I am not currently a member of First Baptist Church, SSI, but I am interested in finding out more about what this church has to offer my family. YES NO