

East Cross Church - Early Childhood Center's

School Year Session
August 19, 2024 – May 16, 2025

Preschool Classes

Request for Enrollment Form

What can be expected in our Preschool classes? Utilizing developmentally appropriate curriculum, the children learn through play and have the opportunity to become successful, independent, self-confident, enthusiastic, inquisitive learners. We allow them to learn at their own pace and in the way best for them. Our goal is to develop good habits and attitudes, particularly a positive sense of self, which will make a difference throughout their lives. The various learning activities planned; the way their environment is organized; selection of toys and materials; their daily schedule and communication with the children are all designed to give each child a successful start in their classroom experiences and develop a love for learning!

Once these classes are full, we do maintain "Waiting Lists" for each class throughout the year and *if* a spot becomes available, contact is then made with those families and their child's enrollment will go forward at that time. Placement is a first come, first served basis.

- Preschool classes are for children that are 3 or 4 years of age **by Sept. 1st of the current school year**;
- Classes meet every Monday, Wednesday and Friday; 9:30 AM – 12:00 PM/Noon;
- Rate is \$150 / month (the months of August & May are often prorated)
- Submission of our *Non-Refundable Enrollment Fee* is **\$40** for a family's first child and **\$25** for *each additional child from the same family*. These are **due at the time this form is submitted** which **reserves** your child a place in their age-appropriate classroom! **We cannot / will not consider any child enrolled until the form(s) and fee(s) are received in the ECC office!**
- Each class typically has 2 adults, a Lead Preschool Teacher and Classroom Aide; up to 10 children will be placed in *each* class;
- Our afternoon "Extended Care" *option* is offered to attending Preschool children;
 - Available on Mondays and/or Wednesdays from 12:00 PM – 3:00 PM;
 - At an additional rate of \$15 / day, and is dependent on the actual number of Mondays and/or Wednesdays we are to be in session from month-to-month.
 - "Extended Care" - If not initially chosen on this submitted "Enrollment Form", this option *can be added later*, as the school-year progresses; please request this for your child 2-3 weeks advance so we maintain required child-to-staff ratios in the afternoons!
 - Once requested, "Extended Care" is on-going versus a drop-in situation, and can be revised if needed at any point in the year.
- Our program *typically* follows the Bartlesville public school calendar.
- Our "**Enrollment Agreement**," which is a more detailed form, will be provided at a later date.
- Each Preschool class teacher will have a small "**Supply List**" that is requested for each child to provide and will be provided at a later date.

Child's First & Last Name: _____ (As you would like them to be known in class)

Date of Birth _____

Child's Gender: **MALE** or **FEMALE**

_____ **Three-Year-Old Preschool** (3 years of age before Sept 1st 2024)

"Extended Care" Option: _____ Mondays (12 – 3:00 PM) and/or _____ Wednesdays (12 – 3:00 PM)

_____ **Four-Year-Old Preschool** (4 years of age before Sept. 1st 2024)

"Extended Care" Option: _____ Mondays (12 – 3:00 PM) and/or _____ Wednesdays (12 – 3:00 PM)

Current Immunization Record is required for every child prior to their first day of attendance, per our OKDHS licensing regulations. Also, when your child receives any additional immunizations, we are to be provided with this updated record for our files at that time!

Please Note: We are limited in our ability to serve children with serious learning disabilities. Therefore, it is important that we know in advance the special needs of your child. We here at East Cross ECC will consider the acceptance of children with special needs on a case-by-case basis. Our staffing resources are very limited which limits our ability to meet the needs of some children.

Parent's Names: _____

Address: _____ City (if other than Bartlesville): _____

Landline Phone Number: _____ All Cell #(s): _____

All Email Address(es) if we don't already have this information on file: _____

Is there any additional information you want to share with us? _____

FOR OFFICE USE: Enrollment Fee Paid? YES Not Yet Amount Paid by Cash: \$ _____

Check Payment \$ _____, Check # _____

Date Rec'd in ECC Office: _____

Electronic Payment: \$ _____