

Denville Community Church Preschool
190 Diamond Spring Road
Denville, N.J. 07834
973-625-2456

Dear Parents,

Thank you for your interest in our Pre-school Program. If you would like to enroll your child please complete the enclosed application and return it along with the proper payment, to the pre-school. It is important that your application be received as soon as possible to ensure placement for your child. Please indicate a class choice on the back of your application, and we will do our best to honor your request.

A **non-refundable** \$100.00 registration fee per child, along with a one-month tuition payment (which will be applied as a deposit for the 10th installment) must accompany all applications. A portion of the registration fee will be used to purchase a school T-shirt for your child for the 2017 - 2018 school year. ***Please be sure to indicate size on the application form.**

DCCPS charges a yearly tuition, which is broken down into ten monthly installments. Each installment is the same regardless of the number of school days. No credit is given for scheduled holidays, vacation periods, sickness, or emergency closings. Installments are due the 1st of each month. **Since the deposit paid at registration will be applied to the 10th installment, the 1st installment will be due the first day of class in September.** Families with more than one child enrolled will receive a \$200.00 tuition reduction per year for each additional child.

A Medical Form, Parent Authorization for Emergency Treatment Form, Release Authorization Form and a Blanket Permission for Walking Trips Form are enclosed. A new medical form and a copy of your child's immunization records are not necessary for those children who already have them on file. It is important that you update your child's immunization records whenever necessary, and we must have a copy for your child's file. The State of New Jersey mandates that a child under 2 $\frac{1}{2}$ years of age have a physical within 6 months of the enrollment date in a nursery school program, and a child over the age of 2 $\frac{1}{2}$ have an examination within 1 year prior to the enrollment date. Enrollment date is considered to be the first day your child attends class. The State of New Jersey also mandates that any child 6-59 months of age attending any preschool facility on or after September 1st, 2008, shall annually receive at least one dose of influenza vaccine between September 1st and December 31st of each year. **All forms must be returned to the nursery school office prior to your child's first day of class.** If your child is exempt from immunization due to either religious beliefs or medical contraindication, a written statement from a health care provider and/or parent is necessary.

Extended Lunch Hour: We are happy to offer an extended day for your child to enjoy lunch with their friends while you finish extra errands at an additional \$10.00 per day, October through May. Students participating in this program will be required to bring a healthy non-perishable, "NUT FREE" lunch to school. Pay in advance or sign up the day of.

Leap Class: The Leap class is designed to extend our 3 year old students day by two hours. The class is offered on Tuesday, Wednesday and Thursday afternoons immediately following our one hour extended lunch program. The class is designed to improve student's gross motor and fine motor skills while enhancing their self-esteem and communication skills by participating in various activities that will further improve their ability to learn. Areas of study will include, but will not be limited to fine/gross motor skills, movement and songs, literacy skills and the strengthening of their self-worth. The additional cost for this instructional hour with the Extended Lunch included will be an additional \$100.00 per month, per class, October through May and will be required at the time of sign-up. Sign-ups for this class are on a monthly basis. A minimum of 5 students is needed for the class to take place.

Grow Class: The Grow class is designed to extend our Pre-K students day by two hours in preparation for Kindergarten. The class is offered on Tuesday, Wednesday and Thursday afternoons immediately following our one hour extended lunch program. The class is designed to improve student's understanding of language usage through literacy opportunities by participating in various activities that will enhance self-confidence and their ability to learn. Areas of study will include, math, writing, literacy, geography, science and art. The additional cost for this instructional hour with the Extended Lunch included will be an additional \$100.00 per month, per class, October through May and will be required at the time of sign-up. Sign-ups for this class are on a monthly basis. A minimum of 5 students is needed for the class to take place.

The staff at DCCPS and I look forward to working with both you and your child for the 2017-2018 school year! If you need any further information or would like to visit a class please don't hesitate to call me.

Sincerely,

Theresa Ackerman
Director