

**Old Providence Preschool
1005 Spottswood Road
Steeles Tavern, VA 24476**

March 11, 2022

Dear Friends,

Thank you for your interest in the PreSchool Program of Old Providence Church. We plan to open our program in September for the 2022-2023 school year contingent upon the COVID-19 situation and guidelines. It has been a great joy for us to offer this program to the community. We have been richly blessed by the children and parents involved in the program and we trust that the program has been a blessing in the lives of many families.

The information you requested is attached. If you need additional information, please contact Robyn Smith at 540-377-5089 or the church office at 540-377-2911. We also would be happy to provide references of families whose children have been involved in the program.

To register your child for a place in our program, please read the attached package of information, complete the application form and the information form and return them, along with the registration fee of \$45.00 (non-refundable), to Old Providence PreSchool, 1005 Spottswood Road, Steeles Tavern, VA 24476. Registrations will be accepted beginning on **March 14, 2022**. Applications will be accepted and evaluated until the classes are filled. When the classes are filled, later registrations will be placed on a waiting list with your registration fee returned. A great deal of interest has been expressed in the classes for 2022-2023, so we suggest that you respond as soon as possible.

The PreSchool is funded by your tuition payments. In order that we might meet our own obligations, we stress to you that you must make your tuition payments on time in 2022-2023.

Medical forms for new students must be returned no later than Monday, **August 1, 2022**. Students may not enter preschool until we have this medical form. Also, Birth Certificates must be presented for inspection prior to enrollment. Failure to meet these deadlines will result in the loss of your child's place in the class.

Thank you again for your interest in our program.

For the PreSchool Committee,

Robyn Smith

Robyn Smith, Chair

RS/sr