

OVERVIEW INFORMATION PACKET OLD PROVIDENCE PRESCHOOL

For greater detail on the PreSchool and its policies, please visit the church web page at oldprovidencechurch.org and click on the PreSchool link.

The Purpose: In 1984 the Old Providence Associate Reformed Presbyterian Church, as a part of its ministry to its members and to the community, established The Old Providence PreSchool. The purpose of the PreSchool is to provide an education for children in a Christian environment in order to help prepare them for their enrollment in the formal education system. The Old Providence PreSchool Committee operates this ministry under the authority and supervision of the Session of Old Providence Associate Reformed Presbyterian Church.

The Facilities: The PreSchool uses the facilities and grounds of Old Providence Church in the Spottswood Community of Augusta County, Virginia. Our classroom is located on the main level of Providence Hall, the educational and fellowship building of Old Providence. The playground area and parking lot are used for outdoor activities.

The Employees: This program is a ministry of the Church. Therefore, all employees are required to be evangelical Christians, who are active members of a church; and who are committed to, and practice a Christian lifestyle and who are able and willing to teach from a Christian perspective. Because we desire the highest quality of teaching for the children, the teacher will have a Bachelor's Degree in Early Childhood Education, Elementary Education or a related field.

The Program: The PreSchool provides classes for three and four-year-old students. The Four-Year-Old Class meets on Monday, Wednesday, and Friday from 9:00 am until 12:00 Noon. The Three-Year-Old Class meets on Tuesday and Thursday from 9:00 am until 12:00 Noon. A maximum of 10 students will be enrolled in the Four-Year-Old Class and a maximum of 10 students will be enrolled in the Three-Year-Old class.

Classroom activities include the teaching of Biblical truth; academic exercises involving the alphabet, numbers, shapes, colors, etc.; the teaching of life awareness skills such as the calendar, weather, etc.; practice in social and classroom skills; and opportunity for free and directed play.

Admission: When you make an application for enrollment in the PreSchool Program, you are enrolling your child for the full school year. The PreSchool builds its plans for the year and its budget on your child's participation from September through May. If you accept an enrollment offer from the PreSchool, you commit your child to regular attendance and yourself to meet the financial obligations of the yearly tuition.

In order for your child to be enrolled in Old Providence PreSchool your child must:

1. be 3 years old by September 30th.
2. be toilet trained.
3. be in good health and be physically able to take part in normal classroom activities. If your child has significant disabilities, the PreSchool will work with you to determine if your child can successfully deal with the classroom environment. The PreSchool is limited by its facilities, and by the training and size of its staff.

In order to apply for admission of your child in The Old Providence PreSchool, you must submit the following items to Old Providence PreSchool, 1005 Spottswood Road, Steeles Tavern, VA 24476.

1. The completed Registration Form.
2. The completed Information Form.
3. A Registration Fee of **\$45.00** (Non-Refundable, if child is offered admission)
4. The **School Entrance Health form** needs to be returned by **Monday, August 1, 2022**. Students may not enter preschool until we have this medical form. The form should be returned to Old Providence PreSchool at the above address. All other forms should be returned as soon as possible.

Tuition Fees and Policies: Tuition for the 2022-2023 School Year is \$810.00 for the 4-Year-Old Class and \$630.00 for the 3-Year-Old Class. The Tuition may be paid in one of three ways.

For Four-Year-Old Class

- * Yearly -One payment prior to the opening of PreSchool of \$810.00.
- * Semester -Two Payments of \$405.00, one payment prior to the opening of PreSchool and the second payment by January 3, 2023.
- * Monthly payments of \$90.00 by the 1st of the month.

For Three-Year-Old Class

- * Yearly -- One payment of \$630.00 prior to the opening of PreSchool.
- * Semester -Two Payments of \$315.00, one payment prior to the opening of PreSchool and the second payment by January 3, 2023.
- * Monthly payments of \$70.00 by the 1st of the month.

If two or more children from the same household are enrolled in PreSchool, a \$45.00 discount for the year will be given on the total tuition amount. A limited amount of financial aid may be available to students with very significant need. For information, contact the PreSchool Chairman.

The School Year: The School Year opens with an evening Open House and Orientation in late August. We normally operate from Labor Day to Memorial Day. The first day of class is set for Tuesday, September 6, 2022, for the Three-Year-Old Class, and Wednesday, September 7, 2022, for the Four-Year-Old Class, contingent upon the COVID-19 situation and guidelines.

If you desire further information about Old Providence PreSchool, please visit the church webpage at **oldprovidencechurch.org** and click on the PreSchool link, or call Robyn Smith at 540-377-5089 or call the church office at 540-377-2911.