

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

March 21, 2023

Dear Friends,

Thank you for your interest in the Preschool Program of Old Providence Church. We are planning to open our program on Tuesday, September 5th, 2023, for the 2023-2024 school year. It has been a great joy for us to offer this program to the community for many long years, and the Session at Old Providence is dedicated to keeping this Christian Ministry as a part of our church. 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 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 \$50.00 (non-refundable), to Old Providence Preschool, 1005 Spottswood Road, Steeles Tavern, VA 24476. Registrations will be accepted beginning on **March 21, 2023**. Applications will be accepted and evaluated until the classes are filled, but when the classes are filled, later registrations will be placed on a waiting list. At that time, you may either remove your name from our waiting list and request a refund or continue to wait until a registration can be guaranteed. With this in mind, we suggest that you respond as soon as possible to receive a guaranteed spot in our fall classes.

Keep in mind that the operating cost of our 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 2023-2024.

Medical forms for new students must be returned no later than Tuesday, **August 1, 2023**. 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,



Rev. Patrick Malphrus, Pastor

PM/sr