

Current Students are given priority for admission up to May 1, 2020. Acceptance letters will be sent starting May 1, 2020

**Application for Enrollment at Sanibel Christian Preschool
2020-21 Academic Year – Begins August 10, 2020**

An outreach of Sanibel Congregational United Church of Christ
2050 Periwinkle Way, Sanibel, FL 33957

Registration Fee: \$125.00

Registrations will NOT be accepted without this Registration fee unless further arrangements are made.

Acceptance is based on date of application and student spot availability

Student Information: Please circle which age group/class 2 years old 3 years old VPK/4 years old

Full Name: _____

Last

First

Middle

Nickname

Date of Birth: _____ Gender: _____

Family Information:

Child Lives With: _____

Mother's Name: _____

Father's Name: _____

Address: _____

Address: _____

City/State/Zip: _____

City/State/Zip: _____

Home Phone: _____

Home Phone: _____

Mobile Phone: _____

Mobile Phone: _____

Email: _____

Email: _____

Employer: _____

Employer: _____

Work Phone: _____

Work Phone: _____

Custody: _____ Mother _____ Father _____ Both Parents _____ Other

Guardians Name: _____

Relationship: _____

Address: _____

Cell Phone: _____

Home Phone: _____

Employer: _____

Work Phone: _____

Contacts:

I give permission for my child to be released only to the custodial parent or legal guardian and the persons listed below. The following people will also be contacted and are authorized to remove my child from the facility in case of illness, accident or emergency. We will make every effort to contact the custodial parent or legal guardian, however, if for some reason they cannot be reached the persons listed below are authorized to care for my child.

1) Name: _____ Relationship to child: _____

Work number: _____ Cell phone number: _____

2) Name: _____ Relationship to child: _____

Work number: _____ Cell phone number: _____

3) Name: _____ Relationship to child: _____

Work number: _____ Cell phone number: _____

4) Name: _____ Relationship to child: _____

Work number: _____ Cell phone number: _____

5) Name: _____ Relationship to child: _____

Work number: _____ Cell phone number: _____

Medical Authorization

I hereby grant permission for the staff of Sanibel Christian Preschool to contact the following medical personnel to obtain emergency medical care if warranted.

Doctor: _____

Phone: _____

Dentist: _____

Phone: _____

Please list allergies, special medical or dietary needs, or other areas of concerns

Financial Obligations:

Registration Fee for 2 and 3 and 4-6 years old Non-VPK programs:

\$125.00 is required when the application is submitted.

Applications will not be processed until the Registration Fee is received.

* *The VPK four-year-old program does not require registration fee.*

Program and Tuition: (please circle program you wish to enroll your child.)

(Limited Scholarship aid available based on financial need. Please request separate Scholarship Application.)

Program	2 years old Monthly Tuition	3 years old Monthly Tuition	4- 6 year old monthly tuition
3 Days (M,W,Fri) Full day 8:00am to 2:15 pm	\$390.00	\$372.00	N/A
5 Days (M-Fri) Full day 8:00am to 2:15 pm	660.00	\$620.00	\$620.00
VPK half day (M-F) * 8:00am to 11:30 am (M-Fri)	N/A	N/A	\$0.00 State Voucher required
VPK full day (M-Fri) 8:00am to 2:15pm			\$320.00 and State Voucher

Early Drop Off

Early student drop off is available between 7:00 am – 8:00 am. Cost it \$10.00 per day or \$50.00 per month paid at the beginning of the month

After School Care Program:

The cost is \$15.00 per day per student in addition to Tuition. After School Care is billed to parents at the end of the month for days used.

Preferred Days: (Also available as needed)

MON. _____ TUES _____ WED _____ THURS _____ FRI _____

Materials fee:*

Group materials fee: **\$125 per student due with first month's payment**

*The Half Day VPK four-year-old program **does not** require the materials fee.

Additional Fees (where applicable):

Late tuition payment fee \$30 (after 10th of month)

Check returned for insufficient funds \$30

Fee for late pickup- Currently after third time, \$10.00 per each 5 minutes. Subject to change as indicated in Student Handbook for policy for the academic year provided before classes begin in August.

Other Costs:

Snacks, beverages and lunch are to be provided by parents. We will create and distribute a snack calendar for sharing snack responsibilities and limiting the number of times each family needs to provide snack.

Costs for field trips are in addition to the tuition.

Payment:

Tuition payments, if paid on a monthly basis, are due on the first of each month.

First payment must be remitted by July 15, 2018 in order to hold the student’s spot on our roster. All remaining payments are due the first of each remaining school year month August – May.

If payment is not received by **the 10th of each month**, a \$30 late fee will be assessed and due unless previous arrangements have been made.

Any checks returned for insufficient funds will also result in a \$30 assessment.

Financial Responsibilities:

Your student’s account must remain current in order for your child to attend classes.

No evaluations will be released unless required under Florida Statutes if your child’s account is not current. Records will be held until such time that all obligations are paid in full.

If your account becomes over 30 days delinquent, your student may be dismissed and their place on the roster released.

_____ Please initial: I understand that from 8:00am-2:45pm Sanibel Christian Preschool is a School not a Daycare. Total tuition is due monthly no matter if my child attends all classes or not.

Termination of Agreement:

If this agreement is terminated by the parent **less than 20 days prior to the start of school** a \$100 fee will be assessed if termination is. **The Registration fee will not be refunded.**

If my child is withdrawn before the end of the academic year, other than for moving from the Lee County Area or a medically dictated reason, I understand the full tuition for that month is still due. If child’s withdrawal is less than 10 days prior to the end of the month, one half of the following month’s tuition will also be due.

_____ PLEASE INITIAL THAT YOU HAVE READ AND ACCEPT THE ABOVE TERMINATION CONDITIONS.

Information to help us make your child's preschool experience a happy one.

Has your child attended a preschool before? If so, what was there experience? _____

Does your child have any fears? _____

Does your child have any nervous habits? _____

How do you comfort your child? _____

Language(s) spoken at home: _____

How does your child feel about attending preschool? _____

Name and Ages of Siblings or relationship of others living in household: _____

Have there been any significant changes in your child's life in the last six months? _____

Any other information that you would like to share that would help make your child's experience here a positive one? _____

Section 402.3125(5), F.S., requires that parents receive a copy of the Child Care Facility Brochure, "Know Your Child Care Facility" (CF/PI 175---24), or Section 65C--- 20.11(2)(c)(1), F.A.C., requires that parent(s) receive a copy of the family day care home brochure, "Selecting A Family Day Care Home Provider" (CF/PI 175---28).

Section 65C---22.006(3)(c)2., F.A.C., requires that parents are notified in writing of the disciplinary practices used by the child care facility, or Section 65C--- 20.010(6)(c), F.A.C., requires that a written a copy of the family day care provider's discipline policy be available for review by the parent(s).

Student Roster spots are held until July 15, 2018 or if application is dated AFTER July 15, 2018, for 10 days after date of acceptance letter pending receipt of tuition or first month's installment.

_____ **A current Physical Examination (Form 3040) and Immunization record (Form 680 or 681) for each child is attached as required by FL 65C---22.006(2),F.A.C**

Or

_____ **A current Physical Examination (Form 3040) and Immunization record (Form 680 or 681) will be submitted within 30 days of the first day at school required by FL 65C---22.006(2),F.A.C. I/We acknowledge that if these are not submitted, per DCF regulations after 30 days the child cannot attend classes until we receive these forms.**

Sanibel Christian Preschool admits students of any race, color, national and ethnic origin to all rights, privileges, program and activities made available to the students of the school. SCP does not discriminate on the basis of race, color, national or ethnic origin in the administration of its educational and admission policies.

Your signature below indicates that you have received the above items, and that the information on this enrollment form is complete and accurate.

Parent's Signature

Date

Parent's Signature

Date

Office Use Only		
Registration Fee Received	Date Acceptance:	
Further Information Requested:		

Applications will not be considered complete and will not be processed until the \$125.00 Registration fee is received, unless applying for VPK program.

Applications will be processed in order submitted.

Florida DCF #C20LE0116

Know Your Child Care Facility

MyFLFamilies.com/ChildCare

This brochure was created by the Florida Department of Children and Families,
Office of Child Care Regulation and Background Screening pursuant to s. 402.3125(5), F.S.

GENERAL REQUIREMENTS

Every licensed child care facility must meet the minimum state child care licensing standards pursuant to s. 402.305, F.S., and chapter 65C-22, F.A.C., which include, but are not limited to, the following:

- ✓ Valid license posted for parents to see.
- ✓ All staff appropriately screened.
- ✓ Maintain appropriate transportation vehicles (if transportation is provided).
- ✓ Provide parents with written disciplinary practices used by the facility.
- ✓ Provide access to the facility during normal hours of operation.
- ✓ Maintain minimum staff-to-child ratios:

Age of Child	Child:Teacher Ratio
Infant	4:1
1 year old	6:1
2 year old	11:1
3 year old	15:1
4 year old	20:1
5 year old	25:1

Health Related Requirements

- ✓ Emergency procedures that include:
 - Posting Florida Abuse Hotline number along with other emergency numbers.
 - Staff trained in first aid and Infant/Child CPR on the premises at all times.
 - Fully stocked first aid kit.
 - A working fire extinguisher and documented monthly fire drills with children and staff.
- ✓ Medication and hazardous materials are inaccessible and out of children's reach.

Training Requirements

- ✓ 40-hour introductory child care training.
- ✓ 10-hour in-service training annually.
- ✓ 0.5 continuing education unit of approved training or 5 clock hours of training in early literacy and language development.
- ✓ Director Credential for all facility directors.

Food and Nutrition

- ✓ Post a meal and snack menu that provides daily nutritional needs of the children (if meals are provided).

Record Keeping

- ✓ Maintain accurate records that include:
 - Children's health exam/immunization record.
 - Medication records.
 - Enrollment information.
 - Personnel records.
 - Daily attendance.
 - Accidents and incidents.
 - Parental permission for field trips and administration of medications.

Physical Environment

- ✓ Maintain sufficient usable indoor floor space for playing, working, and napping.
- ✓ Provide space that is clean and free of litter and other hazards.
- ✓ Maintain sufficient lighting and inside temperatures.
- ✓ Equip with age and developmentally appropriate toys.
- ✓ Provide appropriate bathroom facilities and other furnishings.
- ✓ Provide isolation area for children who become ill.
- ✓ Practice proper hand washing, toileting, and diapering activities.



QUALITY CHILD CARE

Quality child care offers healthy, social, and educational experiences under qualified supervision in a safe, nurturing, and stimulating environment. Children in these settings participate in daily, age-appropriate activities that help develop essential skills, build independence and instill self-respect.

When evaluating the quality of a child care setting, the following indicators should be considered:

Quality Activities

- ✓ Are children initiated and teacher facilitated.
- ✓ Include social interchanges with all children.
- ✓ Are expressive including play, painting, drawing, storytelling, music, dancing, and other varied activities.
- ✓ Include exercise and coordination development.
- ✓ Include free play and organized activities.
- ✓ Include opportunities for all children to read, be creative, explore, and problem-solve.

Quality Caregivers

- ✓ Are friendly and eager to care for children.
- ✓ Accept family cultural and ethnic differences.
- ✓ Are warm, understanding, encouraging, and responsive to each child's individual needs.
- ✓ Use a pleasant tone of voice and frequently hold, cuddle, and talk to the children.
- ✓ Help children manage their behavior in a positive, constructive, and non-threatening manner.
- ✓ Allow children to play alone or in small groups.
- ✓ Are attentive to and interact with the children.
- ✓ Provide stimulating, interesting, and educational activities.
- ✓ Demonstrate knowledge of social and emotional needs and developmental tasks for all children.
- ✓ Communicate with parents.

Quality Environments

- ✓ Are clean, safe, inviting, comfortable, and child-friendly.
- ✓ Provide easy access to age-appropriate toys.
- ✓ Display children's activities and creations.
- ✓ Provide a safe and secure environment that fosters the growing independence of all children.

PARENT'S ROLE

A parent's role in quality child care is vital.

- ✓ Inquire about the qualifications and experience of child care staff, as well as staff turnover.
- ✓ Know the facility's policies and procedures.
- ✓ Communicate directly with caregivers.
- ✓ Visit and observe the facility.
- ✓ Participate in special activities, meetings, and conferences.
- ✓ Talk to your child about their daily experiences in child care.
- ✓ Arrange alternate care for their child when they are sick.
- ✓ Familiarize yourself with the child care standards used to license the child care facility.

This child care facility is licensed according to the minimum licensure standards included in section 402.305, Florida Statutes (F.S.), and Chapter 65C-22, Florida Administrative Code (F.A.C.).

License Number: _____

License Issued on: _____

License Expires on: _____

For more information regarding the compliance history of this child care provider, please visit: MyFLFamilies.com/ChildCare.



More information
and free resources:

MyFLFlorida.com/ChildCare

To report suspected or actual cases of child abuse or neglect, please call the Florida Abuse Hotline at 1-800-962-2873.