

# Admission Agreement 2022-2023

Child's Name \_\_\_\_\_ Birth date \_\_\_\_\_

Parent's Name 1. \_\_\_\_\_ 2. \_\_\_\_\_

## PROGRAM DESCRIPTION

Fullerton-Free Preschool is a combination child care center licensed by the State of California, which serves children from six weeks old through six years of age. The Fullerton-Free Preschool program will provide a safe, healthy, and loving child care environment and age appropriate activities in the areas of bible, art, music, movement, science and nature that will stimulate the child's development and spiritual growth.

**INFANT/TODDLER**  
Ages: 6 weeks through 24 months

**PRESCHOOL**  
Ages: 2 years through 6 years

### DAYS: (PLEASE SELECT ONE)

- 2 DAYS T/TH   
3 DAYS M/W/F   
4 DAYS M T W TH F   
5 DAYS M-F

### HOURS: (PLEASE SELECT ALL THAT APPLY)

- Early Care 7:30 a.m.   
School Day 9:00 a.m to 1:00 p.m.   
Extended School Day 1:00-3:00 p.m.   
Enrichment Program 1:00-5:00 p.m.

## STATEMENT OF ADMISSION POLICY

1. The Fullerton-Free Preschool program welcomes children of any race, color, religion, ancestry or national origin.
2. We will accept children from six weeks through six years of age. However, a child's chronological age is not the absolute criteria for admission. Many children may not be ready to leave their parents regardless of their age. This will be determined in the child's first few weeks of school.
3. In the case of a physical, mental or developmental special need, Fullerton-Free Preschool reserves the right to evaluate the specific situation to determine if the current staff and current preschool environment will be able to accommodate the child.

## SNACK

1. Families provide a morning snack labeled with the child's name and date.
2. Children bring a labeled reusable water bottle to keep with them for the duration of the day. The school will refill the bottle as needed.
3. Families provide an afternoon snack labeled with the child's name and date if being picked up after 3:00 p.m.

## LUNCH

Lunch is provided by the parents. Food provided in lunches should be nutritious and well-balanced. Fruit, vegetables, sandwiches, whole foods, are among the choices of food that are helpful for a successful day at school. We have found highly processed foods, sugary snacks, and foods with red dye to not be beneficial for children while here at school. Include a drink and an ice pack. Our school is a peanut-free school. Please do not send peanut butter in your child's lunch as a friend in their class could be highly allergic. Peanut items will not be allowed to be served if they are sent. We do not use microwaves in our school so if you'd like

for your child's food to stay warm, please use a container that will keep food warm within your child's lunch box.

### MEDICAL ASSESSMENT

California State Law requires that a Physician's Report be completed and signed by a doctor before a child enters school. A TB (tuberculosis) test is also required.

### IMMUNIZATIONS

Prior to the child's first date of attendance, documentation of the following immunizations are required:

DPT immunizations (first, second, third & fourth)

Polio immunizations (first, second, third)

Measles immunizations

Mumps immunizations - After 1 year of age

Rubella immunizations

Hepatitis B

Varicella

Hib Meningitis

### BIRTH CERTIFICATE

A copy of the student's birth certificate is required for each student entering our program.

### FINANCIAL POLICIES

In order to maintain a high quality of education for your child, it is necessary that tuition be paid for the schedule your child is enrolled in. The following policies apply:

1. Our program is non-profit and self-supporting. All tuition is a monthly, flat-rate based on the schedule you selected at time of enrollment.
2. Tuition invoices will be sent via Brightwheel monthly. Payments can be made via Brightwheel (preferred) or by check or cash.
3. All fees and tuition are paid in advance of attendance.
4. Tuition is due by the 1st of every month, this amount does not change regardless of holidays or attendance.
5. A late fee of \$25.00 will be added to any payment made after the 10<sup>th</sup> of the month. If payment is not made by the 15<sup>th</sup> day of the month, enrollment may be interrupted.
6. A service charge of \$25.00 will be assessed for each check issued to the program that is returned by the bank.
7. Late pick-ups after a five minute grace period during regular business hours will accrue an additional hour fee of \$20.
8. Our license does not allow us to care for children after 5:00 p.m. If you should have an emergency, please call the office at 714-257- 4302. If at all possible, please have an emergency contact person you can call if you have an emergency and cannot pick up your child by 5:00 p.m. on any given day.

### REGISTRATION

There is an annual non-refundable registration fee of \$175 for new children and \$125 for returning children. The registration fee must be paid in full before accepting a child into our program. When classes are full or staffing is limited, parents will have the option to place their child on the waitlist. There is a non-refundable \$50 waitlist fee to place your child on the list that will later be applied to your child's registration fees.

### WITHDRAWAL

A limited budget demands that the school operates on a capacity level, thus, two weeks written notice must be given if your child is to be withdrawn. If this notice is not given, a forfeit of the remainder of your child's monthly tuition will be assumed.

## TUITION CHANGES

1. If a change of tuition rate occurs, the parent must have 30 days notice prior to change.
2. Any request to change attendance days must be submitted in writing and will commence the following month.

## REFUND CONDITIONS

1. The registration and waitlist fees are non-refundable.
2. If your child is absent, your tuition is non-refundable for the day or days they were absent from the program. Holiday's are rolled into the program and are non-refundable, and non-transferable.

## INSPECTIONS

According to the Health and Safety Code, California Child Care Licensing has the right to inspect the Fullerton Free Preschool program and its facility any time during the school is in operation.

## SHARE INFORMATION

In the event of birthday parties, special events, etc. please mark the information you are willing to share with other families:

Email

Phone number

Address

## PHOTO RELEASE

Fullerton Free Church:

YES     NO

I/We acknowledge that participation in the event(s) and activity(ies) described herein also constitutes approval to be photographed and to have those photographs placed in church related publications, including the church website.

Brightwheel:

YES     NO

I/We acknowledge that participation in the event(s) and activity(ies) described herein also constitutes approval to be photographed and to have those photographs placed in group photos/videos shared on the brightwheel app.

Instagram:

YES     NO

I/We acknowledge that participation in the event(s) and activity(ies) described herein also constitutes approval to be photographed and to have those photographs placed in group photos/videos shared on the Fullerton Free Preschool Instagram.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_