

# FULLERTON FREE preschool

## Admission Agreement 2025-2026

Child's Name \_\_\_\_\_ Birthdate \_\_\_\_\_

Parent Name 1. \_\_\_\_\_ 2. \_\_\_\_\_

### PROGRAM DESCRIPTION

Fullerton Free Preschool is a 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 (PRESCHOOL ONLY)   
3 DAYS M/W/F   
4 DAYS (inform office of preference)   
5 DAYS Monday-Friday

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

- \*Early Care 8:00 a.m. to 9:00 am   
School Day 9:00 a.m to 1:00 p.m.   
Nap Time/Aftercare 1:00-3:00 p.m.   
Extended Aftercare 3:00-5:00 p.m.   
\*Must be in addition to school day program

### 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 meet the needs of the child.
4. FFP reserves the right to refuse service to anyone that creates an unsafe and hostile environment.

### REGISTRATION

There is an annual non-refundable registration fee of \$175 for new children and \$100 for returning children. The registration fee must be paid in full before a child is accepted into the 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.

### SNACK

1. Families provide a morning snack labeled with the child's name and date.
2. Families provide an afternoon snack labeled with the child's name and date if being picked up after 1:00 pm.
3. 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.

### 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. 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 served if they are sent. We also do not use microwaves in our school. 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.

## BRIGHTWHEEL

Checking your child in and out each day is a top priority for the safety of your child. This is a legal matter and all children must be signed in and out daily by the family member or representative dropping off and/or picking up. Please make sure to completely sign them in and out via BW each day. Repeated drop offs or pick ups without accurate documentation can result in a \$250.00 fine issued by CA State Licensing that will be billed to the parent. Parents who forget to sign their child in will be asked to return to school to sign them in properly.

Parents, family and friends who will be picking up students will be required to download the Brightwheel app on a smart device in order to receive a code specific to you and the child. You can add them to your child's account by accessing your child's profile and adding them under the Contacts section. If you do add family and friends to BW, please make sure they are also an approved contact on their Emergency Card form in the office. Please do not share Brightwheel codes, they are specific to each approved adult on the emergency card. QR codes for checking in and out are posted at each classroom.

## 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 unless the Physician decides there are no risk factors present.

## 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

## 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 cost 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 \$20.00 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 payment issued to the program that is returned by the bank.
7. Late pick-ups for children scheduled until 1 pm or 3 pm have a five minute grace period during regular business hours. Late pick ups will accrue an additional hour fee of \$20.00.
8. Our license does not allow us to care for children after our closing time of 5:00 p.m. If you should have an emergency, please call the office at 714-257- 4302. Each child is required to have an emergency contact person you can call if you cannot pick up your child by 5:00 p.m. on any given day.

## WITHDRAWAL

A limited budget requires that the school operates on a capacity level, therefore 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 will 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 if approved.

## 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. Holidays are rolled into the cost of 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 while 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 (Seen by Child's Classroom Parent's Only):

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.

School Instagram Page:

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.

*I have read and understand the Fullerton Free Preschool Admission Agreement.*

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

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