



# Brandywine Valley Christian Preschool & Kindergarten

7 Mt. Lebanon Road Wilmington, DE 19803

302-478-5359

kerriwodzinskibvcp@gmail.com - Director

kristybvcp@gmail.com - Office Manager

*"May your roots go down deep into the soil of God's marvelous love." – Ephesians 3:17*

Dear BVCP Parent,

Thank you for choosing Brandywine Valley Christian Preschool for your child's preschool experience. We look forward to providing a safe, nurturing and faith-based preschool experience. Please complete and return the enclosed registration forms as soon as possible to ensure your child's placement for next school.

## **HOW TO REGISTER:**

- 1.) **Fill out the enrollment form.**
- 2.) **Return the form with your \$75 application fee (per student). Forms can be turned in to your child's current teacher or the preschool office.**

**ALL new and returning students are required to prepay one month's tuition by July 1st. This will be fully credited to your account to cover the last payment of the school year in May 2022. This payment is non-refundable.**

**ALL students are required to pay an annual supply fee of \$30. This covers child-specific art & academic materials as well as paper goods (cups, tissues, napkins, etc).**

**We follow several Covid-19 guidelines, including: health screening at drop-off; hand washing multiple times per day - at entrance/exit and between transitions; each class is kept together to not comingle other children from different classes; etc. We will continue to adhere to Covid-19 guidelines as long as they remain in effect. Safety is ALWAYS our first priority. A full list of our Covid-19 guidelines is available upon request.**

Registration is accepted on a first come, first served basis and registration forms will only be processed once the application fees are received.

Registration opens to current students on November 12th. It will then open to the public on January 1st.

Our first day of school will be Wednesday, September 8, 2021. An informal open house will be held in early September to give your child an opportunity to see their classroom and meet their teachers prior to the start of school. Registration packets will be mailed in June. These packets include forms that will need to be completed and returned prior to the start of school. Children will not be able to start school until all required forms, including a current health appraisal, are on file.

If you have any questions about registration or our preschool program, please do not hesitate to contact us. We look forward to seeing you next school year!

Sincerely,

Kerri Wodzinski, BVCP Director



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## **2021/2022 SCHOOL YEAR REGISTRATION INFORMATION**

### **APPLICATION FEE**

A \$75 non-refundable fee must accompany each child's enrollment form. This guarantees his/her class placement.

### **SUPPLY FEE**

Students pay a supply fee of \$30 annually, which is due by September 15, 2021. This fee covers all general supplies (paper goods, etc) as well as child-specific art & academic supplies. This fee is in lieu of our former supply list (requesting paper towels, wipes, cups, etc).

### **PAYMENTS**

New and returning students are required to prepay one month's tuition by July 1, 2021. This will be fully credited to your account to cover the last payment of the school year in May 2022. This payment is non-refundable. Remaining tuition is divided into 8 equal payments. Your 2nd tuition payment will be due on or before September 10, 2021. Tuition may be turned in to the office, placed in the hallway lockbox or it can be placed within your student's class folder. Payments can be made in cash, check or money order (we unfortunately cannot accept payments via credit card). Payments are due prior to the 10th of each month, a \$15 late fee will be assessed if paid after this date. *Financial aid may be available.*

### **DELINQUENT PAYMENTS & RETURNED CHECKS**

Should payments become one (1) month delinquent, Brandywine Valley Christian Preschool reserves the right to dismiss the student unless the parent/guardian takes the initiative to make definite arrangements for payment. Returned checks will be assessed a \$30.00 fee and any fees imposed by our bank.

### **DISCOUNTS**

A 3% discount is given if the full school year's tuition is paid-in-full by September 1, 2021. Additionally, a 10% sibling discount will be extended to the younger child's tuition amount. The siblings must be enrolled concurrently.

### **WITHDRAW**

If you need to withdraw your child from our program, please provide written 30-day notice. Once a tuition payment has been made, it is non-refundable even if your child stops attending.

### **FINANCIAL ASSISTANCE**

A limited amount of assistance is available through scholarships. Please contact the Director for additional information.

### **EXTENDED CARE**

Before Care (8:00-9:00) is available all days in which school is in session. Advanced registration is not necessary. The daily fee is \$6.

Stay-n-Play (12:00-1:30) is available most days in which school is in session (please see the calendar for any exceptions). Advanced registration is not necessary. The daily fee is \$8.

Lunch Bunch (12:00-12:30) is available for students participating in extra-curricular activities (soccer, gymnastics, etc.). The daily fee is \$3 (this is separate from any activity fees and payable to BVCP directly).

*All extended care fees will be invoiced at the beginning of the month following the stay. All students participating in stay-n-play or lunch bunch are to send a nut-free lunch.*

## **2021/2022 SCHOOL YEAR TUITION**

Tuition rates are based upon a yearly charge, divided into 9-monthly installments. Refunds are not made for absences, inclement weather closings, holidays, etc.

Please note that your child must be age appropriate according to the State of Delaware Policy. This means that your child must be age X by August 31st to be in that classroom. (I.E. your child must be 3 prior to 8/31/21 to be enrolled in the 3-year old class.)

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### **PRESCHOOL:**

Our preschool day runs from 9:00am to 12:00pm.

*(2-year olds will be dismissed at 11:00am for the first 2 weeks of school (9/8/21 through 9/17/21).)*

#### **2-YEAR OLD PROGRAM**

*(1:5 teacher-to-student ratio)*

2-day (Tuesday and Thursday)\*\*

3-day (Monday, Wednesday & Friday)

5-day (Monday through Friday)

*\*\*Covid-19 guidelines will prohibit 2-day as an option if they remain in effect.*

**2-DAY RATE: \$230/MONTH\*\***

**3-DAY RATE: \$310/MONTH**

**5-DAY RATE: \$375/MONTH**

#### **3-YEAR OLD PROGRAM**

*(1:7 teacher-to-student ratio)*

3-day (Monday, Wednesday & Friday)

5-day (Monday through Friday)

#### **PRE-KINDERGARTEN PROGRAM**

*(1:7 teacher-to-student ratio)*

3-day (Monday, Wednesday & Friday)

5-day (Monday through Friday)

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### **KINDERGARTEN**

Our 3/4 day kindergarten program offers a 1:7.5 teacher-to-student ratio – our maximum class size is 15 students. We provide a hands-on approach to learning, using small and large groups, as well as independent activities to develop an understanding and knowledge of the concepts we explore. Students are immersed in writing, reading, science, social studies in order to develop a life-long love for learning and school. We strive to create a safe, comfortable, and inviting school environment where children interact kindly with one another and seek to grow in their learning. Small class size promotes individual curriculum based on academic and social needs.

Our kindergarten day is Monday through Friday from 9:00am to 1:30pm.

**\$450/MONTH**



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## 2021/2022 ENROLLMENT FORM

### GENERAL INFORMATION

Child's Name \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_ (please circle)

Date of Birth \_\_\_\_\_ Child's age on August 31, 2021 \_\_\_\_\_

Dad's Name \_\_\_\_\_ e-mail \_\_\_\_\_

Dad's Phone \_\_\_\_\_ Alt Phone \_\_\_\_\_

Mom's Name \_\_\_\_\_ e-mail \_\_\_\_\_

Mom's Phone \_\_\_\_\_ Alt Phone \_\_\_\_\_

Address \_\_\_\_\_ Apt # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Church Affiliation \_\_\_\_\_ How did you hear about us? \_\_\_\_\_

### ALLERGIES

Yes or No (please circle)

Please list any allergies (including food) and reactions: \_\_\_\_\_

Please select the program you would like your child to attend (please note your child must have reached the appropriate age for the class prior to 8/31/21). Preschool classes run from 9:00 - 12:00 with extended care offered from 8-9am and 12-1:30pm.

PLEASE CIRCLE

**2-YEAR OLD:** 5-day: \$375/month OR 3-day: \$310/month OR 2-day\*\*: \$230/month

(note, the first two weeks of school (9/8/21 through 9/17/21) the 2-year old class will dismiss at 11:00am)

(\*\* covid-19 guidelines will prohibit a 2-day class option if they remain in effect)

**3-YEAR OLD:** 5-day: \$375/month OR 3-day: \$310/month

**PRE-K:** 5-day: \$375/month OR 3-day: \$310/month

We will offer a PreK enrichment program from 12:00-1:30 four (4) days/week to currently enrolled 5-day PreK students.

This supplemental class expands upon their learning with enrichment activities in reading, math, science and social studies. We will offer hands-on activities to develop skills, foster curiosity and promote participation and socialization. Each session allows children to apply and practice skills in authentic ways to explore concepts in greater depths. For more information, including associated costs, please email [kristybvcp@gmail.com](mailto:kristybvcp@gmail.com).

**KINDERGARTEN:** 5-day: \$450/month

(note, our class runs from 9:00-1:30 Monday through Friday. Students will need to pack a nut-free lunch daily.)

I understand and will abide by the stated school policies and submit \$75 non-refundable application fee (please submit one enrollment form with application fee per child). *Applications without the fee attached will be held until application fee is received.* Payments can be made out to Brandywine Valley Christian Preschool or BVCP.

Applications can be submitted directly to the preschool or mailed with the app fee (7 Mt. Lebanon Road Wilmington, DE 19803).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_