

**ENROLLMENT FORM
I.C. PRESCHOOL SUMMER
PROGRAM**

Name of Student _____ D.O.B. _____ Grade Fall 2017 18 mo. _____ Prek 3's _____ Prek 4's _____
 Name of Student _____ D.O.B. _____ Grade Fall 2017 18 mo. _____ Prek 3's _____ Prek 4's _____
 Parent's Name _____ Potty-trained _____ yes _____ a work in progress
 Address _____ Phone _____
 Address _____
 Email address: _____
 Enrolling as: Full-time _____ Part-time _____
 Days needed: M Tu W Th F
 Signature of Parent _____

Return by April 21 for priority admissions and please attach a registration fee of \$75.00 per child.

After April 21, the registration fee increases to \$100.00.

POSSIBLE DAILY SCHEDULE

- 7:30– 9:00 Arrival and free play
- 9:00– 9:45 Centers/whole group activities
- 9:45– 10:15 Snacks and book reading
- 10:15– 11:00 Outside play
- 11:00– 12:00 Small group activities/centers/arts and crafts
- 12:00- 1:00 Lunch
- 1:00– 3:00 Nap or rest time
- 3:00– 4:00 Snack/outside play
- 4:00– 5:30 Small group activities/free play
- 5:30 Day ends



Lunch and Snacks

Students will need a lunch and drink each day if staying for the afternoon. A snack will be provided each morning and afternoon.



FOR MORE INFORMATION CALL
IMMACULATE CONCEPTION SCHOOL
783-6798 OR EMAIL
sbentlinger@icschoolfs.org
www.icschoolfs.org



#icschoolfs



www.facebook.com/icschoolfs

**IMMACULATE
CONCEPTION
PRESCHOOL**

presents ...



SUMMER

PROGRAM

2017

300 Lexington
Fort Smith AR 72901
479-783-6798 school office
479-785-7997 summer program

***** DETACH HERE *****

Immaculate Conception Preschool Summer Program

Purpose

The purpose of I.C. Preschool's Summer Program is to provide a quality childcare program for children ages 18 months– 4 years during the summer months. The program is licensed by the Department of Human Services.



Operation

The program operates from 7:30 am– 5:30 pm five days a week. The fun begins Monday, June 5 and ends Friday, July 28. Program is closed Tuesday, July 4.

Staff

The summer program is under the direction of Sharon Blentlinger, principal. The majority of staff members have work experience at Immaculate Conception Preschool.

Admissions

The preschool summer program will be available for children who will be 18 months on or before June 5, 2016.

I.C. Preschool Summer Program will prioritize admissions as follows:

1. I.C. Preschool students and returning summer care students registered as full- time by April 21 with paid registration fee.
2. All others will be accepted on a first come basis with late registration fee.

Program and Activities

Children will experience whole group activities in the morning such as circle time with books and music as well as various art activities. A variety of centers will be available in which a child can choose to play.

Free play, both inside and outside, will be scheduled in the morning and afternoon. Children remaining after 12:00 pm will have lunch followed by free play and nap time. An hour to an hour and a half will be scheduled for naps with the understanding that individual children will require more or less than others.

Vacation Bible School (VBS)

Children who are eligible for a 4-year old preschool program in 2016– 2017 and enrolled in the I.C. Preschool Summer Program may attend VBS. Cost for VBS is \$20.00 and includes a VBS t-shirt.



Drop Ins

Drop Ins are allowed only in the event that the adult to child ratio permits. Parents must first contact the director of the program to find out if there is space for an additional child to the day's program.

Fees

1. A non-refundable \$75.00 registration fee per child is required **if returned by April 21.**

After the deadline, the registration fee increases to \$100.00.

2. VBS is \$20.00 for preK 4's only. Any fees for off campus activities will be billed to parents in addition to the attendance fees.

3. Fee for full-time children is \$115.00 per week. Full-time is considered to be 4-5 days per week. Parents desiring part-time positions to be held for any day of the week must pay the full-time fee.

4. Families requesting 1-3 days a week will be charged \$30.00 per day regardless of attendance due to the need for adequate staffing. Parents must specify the days the child will attend.

Part-time children will be allowed to attend on days not specified only if the staff to child ratio permits.

5. Payment is due even if the child is absent to maintain the child's position.

6. **Vacations** One week of vacation during the summer program will be allowed in which the family does not have to pay if the child does not attend. **Payment is due for any other absences or if the child leaves the program prior to July 28.**

7. Payments are due on the last day of attendance each week.

8. There is no fee structure for children attending a portion of the day.

9. **Charges for Overtime** \$1.00 per minute for every minute after 5:30 pm