

## **Govans Presbyterian Preschool**

Govans Presbyterian Preschool, in operation since 1967, is located in the Education Building and Carriage House at 5826 York Road. There are six sunny, spacious and cheerful, well-equipped rooms in conjunction with large, safe outdoor recreational areas, which provide ample space for both active and quiet play. We also have a large well equipped Multi-Purpose Room for inclement weather indoor play.

Govans Presbyterian Preschool is a church sponsored non-profit organization financed entirely by fees. We are approved by the Maryland State Department of Education and we have experienced and qualified teachers. Our lead teachers must have at least a bachelor's degree from a college or university. Our assistant teachers must at least have earned a 90 hour certificate in Early Childhood Education. The Govans Presbyterian Preschool of the Govans Presbyterian Church does not discriminate on the basis of race, color, national origin, sexual orientation, gender identity or expression or religion or national origin regarding faculty or administrative staff.

The Preschool is administered by the Preschool Committee which may consist of church members who have children in the school. A member of the Session of the church is also a member. The Pastor serves as an ex-officio on the committee, acting as liaison between the church and school.

### **Statement of Purpose and Philosophy**

The Govans Presbyterian Preschool affirms the importance during the early childhood years for the physical, emotional, intellectual, social and spiritual development of the child.

We want to assist the child in developing the ability to interact effectively with his or her peers, and to learn new skills through the use of music, art, drama and play. We believe the learning experience is highly individualistic and through experimentation and the stimulation of group interaction in a wholesome church setting, we believe each child will be able to express himself as an individual and be encouraged through the process to achieve new levels of socialization.

We recognize the need for development of gross and fine muscle coordination, and provide both indoor and outdoor play equipment to meet these needs. We recognize the crucial importance of skills such as reading and mathematics and believe our non-structured learning experiences are an exciting orientation to such skills. We recognize the importance of acquainting the child with a sense of God's goodness, and provide informal learning experiences in our monthly chapel, designed to encourage a sense of well-being.

It is within this framework that the child is prepared as a whole person for the challenges he/she will meet in the structured formal educational experiences in the school years that lie ahead.

### **Programs**

#### **Two-Year Olds**

We have two programs for two-year old children. Both programs are licensed by the Maryland State Department of Education and each provides a low-key, creative play experience. Free play, art projects, music and painting are encouraged. Children also participate in story-time and outside play. Children must have reached the age of two before beginning either program. Children do not have to be toilet trained.

Our traditional preschool program is held on Tuesday and Thursday mornings from 9:00 until 12:00. There are no more than 12 children in each class with two teachers. Families may elect to use our Extended Care program for either before or after care but only on Tuesdays and Thursdays.

In addition, we offer Five-Day Two-Year Old and Young Threes classes for children whose parents need to work and wish to have their children in a preschool setting. The children in these classes follow a traditional morning preschool program with time for free play, art, music, stories, snack and outdoor activities. The children will eat lunch together and nap in the classrooms. The afternoon activities include a less structured time for additional play and an afternoon snack. The

hours are from 7:30 a.m. until 5:30 p.m., five days per week. There are no more than 12 children in each of these classes with two teachers.

#### **Three and Four-Year Olds**

Our program for older children is geared to their emotional and physical development and emphasizes individual growth through doing and playing. The hours are from 9:00 a.m. until 12:00. Parents may choose a three-day or five-day program for three-year olds. Parents who choose three days have the option of picking the days they wish for the child to attend. There are no more than 20 in this class with three teachers. Parents may choose a Five-day Threes program which meets Monday through Friday, 9:00-12:00. Most of the children enrolled in this program also stay for Extended Care.

There is also a separate four-year old class. There are usually 20 children in this class with three teachers. These programs are all approved by the Maryland State Department of Education.

#### **Pre-K/Kindergarten**

The Pre-K Kindergarten program meets five days each week, with a combination of long and short days: from 9:00 a.m. until 3:00 p.m. on and from 9:00 a.m. until 12:00 noon. You may choose the three long days. Normal enrollment is 20 students with three teachers. Intellectual and physical development of the child is encouraged through doing, reaching, searching, questioning, thinking and working through age appropriate games and activities.

Children are introduced to the alphabet, phonics, and mathematics through multi-sensory activities. The children progress to more sophisticated learning and are helped on an individual basis. A computer is available for the children's use and is located in the classroom. The Kindergarten program is approved by the Maryland State Department of Education.

### **ENROLLMENT POLICY**

Enrollment in Govans Presbyterian Preschool is open to all children regardless of race, color, national origin, sexual identity or expression, or religion including those with special needs.

### **REGISTRATION AND TUITION FEES**

The registration fee is \$90.00 per year, payable when the application is submitted. Registration is not refundable if you choose to withdraw your application. Applications may be submitted throughout the year. Priority registration is given to current students, their siblings, and children who are members of Govans Presbyterian Church. In the beginning of February, applicants will be notified of their acceptance for the next school year which will begin after Labor Day. Positions are offered to new parents based on the order in which the applications are received. Applications will continue to be accepted until the classes are filled. Parents will be notified if their child is placed on a waiting list.

### **ADDITIONAL SERVICES**

#### **Extended Day and Wrap-Around Care**

We are proud to offer an Extended Day Program Monday through Friday. An Early drop-off period begins at 7:30 a.m. each day and continues until Preschool begins. Parents may choose to have their child stay for Lunch Bunch until 3:00 p.m. or All Day Care until 5:30 p.m. As part of both of these programs, children will eat lunch and either take a nap or have a rest period. Additional indoor and outdoor activities will also be offered. ***There is a charge for this service that is in addition to the regular Preschool tuition.*** Calendars will be sent home at the beginning of each month for parents to mark off the days when care is needed. Calendar and payment for the month should be returned to the Director by the date indicated on each calendar.

### **STAFF**

The Maryland State Department of Education has approved Govans Presbyterian Preschool as an approved non-public school. All of our lead teachers have at least a Bachelor's degree from a recognized college or university. If their degree is not in Early Childhood Education, teachers have taken courses and received their 90 hour certificate in Early Childhood. Our assistant teachers are all required to have a 90 hour certificate in Early Childhood.

Date Received \_\_\_\_\_  
Check Number \_\_\_\_\_  
Acceptance Letter \_\_\_\_\_  
Waiting List \_\_\_\_\_

Forms Emailed \_\_\_\_\_  
Deposit Rec. \_\_\_\_\_

### GOVANS PRESBYTERIAN PRESCHOOL

#### Registration Form

Please complete the following registration information and return it with the \$90 registration fee to ensure a space for your child. This registration fee is **non-refundable** and will not be returned if you choose to withdraw your application. Enrollment in the Preschool is open to all children regardless of race, religion, color, national origin, gender, and special needs.

Child's Name \_\_\_\_\_ Sex \_\_\_\_\_ Date of Birth \_\_\_\_\_

I wish my child to be enrolled in the following:

***Preschool Program Mornings Only (9:00 to 12:00) with Extended Day Option as Needed***  
*Please indicate choice of days where applicable. Both the PreK 4's and PreK/K are five-day programs and there is no option to choose days.*

\_\_\_\_\_ 2 Day 2's (Mon. \_\_\_\_\_ Tues. \_\_\_\_\_ Wed. \_\_\_\_\_ Thurs. \_\_\_\_\_ Fri. \_\_\_\_\_)

\_\_\_\_\_ 3 Day 3's (Mon. \_\_\_\_\_ Tues. \_\_\_\_\_ Wed. \_\_\_\_\_ Thurs. \_\_\_\_\_ Fri. \_\_\_\_\_)

\_\_\_\_\_ 5 Day 3's

\_\_\_\_\_ Pre-K 4's (young 4's-spring and winter birthdays)

\_\_\_\_\_ PreK/K (older 4's includes 3 days until 3:00-fall and winter birthdays and for children who turn five before September) Please indicate preference for the 3 long days.  
(Mon. \_\_\_\_\_ Tues. \_\_\_\_\_ Wed. \_\_\_\_\_ Thurs. \_\_\_\_\_ Fri. \_\_\_\_\_)

***Full Time Programs (7:30-5:30 Includes Preschool, Before Care and After Care)***

\_\_\_\_\_ 5 days 2's (Please select the following options. \_\_\_\_\_ 2 days \_\_\_\_\_ 3 days \_\_\_\_\_ 5 days)  
(Mon. \_\_\_\_\_ Tues. \_\_\_\_\_ Wed. \_\_\_\_\_ Thurs. \_\_\_\_\_ Fri. \_\_\_\_\_)

\_\_\_\_\_ 5 day 3's \_\_\_\_\_ 5 day 4's \_\_\_\_\_ PreK/K

First Parent's Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email address (print carefully) \_\_\_\_\_

Parent's Business Address \_\_\_\_\_

Work Phone \_\_\_\_\_

Second Parent's Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email address (print carefully) \_\_\_\_\_

Parent's Business Address \_\_\_\_\_

Work Phone \_\_\_\_\_

**Extended Hours** you expect to need on a regular basis: (Extended Hours are rendered at an additional cost beyond preschool care.)

Days: \_\_\_\_\_ Time: \_\_\_\_\_

Revised 3/2/23

**FEE SCHEDULE  
PRESCHOOL TUITION  
2023-2024**

**PLEASE NOTE: TUITION ONLY- DOES NOT INCLUDE CHILD CARE**

| Class  | Hours                                       | Annual Tuition | Semester | Quarterly* | Monthly** (8 months) |
|--|---|----------------|----------|------------|----------------------|
| 2 Day 2's  | 9:00-12:00                                  | \$2448         | \$1224   | \$612      | \$306                |
| 3 Day 3's  | 9:00-12:00                                  | \$3080         | \$1540   | \$770      | \$385                |
| 5 Day 3's  | 9:00-12:00                                  | \$4642         | \$2321   | \$1160     | \$580                |
| 5 Day 4's  | 9:00-12:00                                  | \$4642         | \$2321   | \$1160     | \$580                |
| Pre-K/<br>Kindergarten<br>(older 4's<br>and 5's) | M, T, Th<br>9:00-3:00<br>W, F<br>9:00-12:00 | \$6664         | \$3332   | \$1666     | \$833                |

Semester payments (2) will be due August 15<sup>th</sup> and January 15<sup>th</sup> .

Quarterly payments (4) will be due August 15<sup>th</sup> , November 15<sup>th</sup> , January 15<sup>th</sup>, and March 15<sup>th</sup>.

Monthly payments (8) will be due on August 15<sup>th</sup>, September 15<sup>th</sup>, October 15<sup>th</sup>, November 15<sup>th</sup>, December 15<sup>th</sup>, January 15<sup>th</sup>, February 15<sup>th</sup>, and March 15<sup>th</sup> .

**Extended Care Fees**

Extended Care charges are in addition to the Preschool Tuition. Charges are computed at a daily rate.

|                     |                                  |              |
|---------------------|----------------------------------|--------------|
| Early Drop-Off only | 7:30-9:00 a.m.                   | \$14 per day |
| Lunch Bunch         | 12:00-3:00 p.m.                  | \$22 per day |
| All Day Care        | 7:30-9:00 a.m.<br>and 12:00-5:30 | \$30 per day |
| Extra Days          |                                  | \$50 per day |

## FULL TIME CARE CHARGES

\*These fees are based on combining tuition and child care expenses and dividing the cost into 9 monthly payments. You do not need to refer to the tuition only chart.

**Our Five-day Twos program is for two-year olds and young threes who need full time care. The cost of this program will be \$1200 per month.** This is a year-round program. The same rate will apply during the summer months until September 1, 2024.

When possible, parents who need full time care less than five days a week, may be paired with another parent who also needs care less than five days a week. The cost for the program will then be pro-rated for each parent.

|             |       |
|-------------|-------|
| 2 Full Days | \$480 |
| 3 Full Days | \$720 |

**The fee for full time care will be \$1085 per month. This rate applies for 3 and 4 year old children.**

**The fee for full time Pre-K/Kindergarten students will be \$1115 per month.** This program provides additional structured learning in the afternoons. This program is for older fours (fall and winter birthdays).

### **Other Charges:**

#### **Annual Activity Fee:**

This fee is paid at the beginning of the school year and helps to cover the cost of music (all classes) and Spanish classes (Four-year old classes only).

|                      |  |
|----------------------|--|
| 2 Day 2's /3 Day 3's | will vary by the number of extra classes in which your child participates each month determined by the days your child attends Preschool |
| 5 Day 2's            | \$150 (music only)   |
| 5 Day 3's            | \$150 (music only)   |
| Fours and PreK/K     | \$360 (music and Spanish)  |