

Class Days - Monday Tuesday Wednesday 9:30 – noon 9:30 – 2:00
(Parents, please circle that which applies to your child)

BETHANY LEARNING CENTER - ENROLLMENT FORM

2010-2011 school year

Child's Name _____ Male ___ Female ___ Today's date _____
Name child goes by _____ Date of Birth _____
Address _____

Street _____ City / State _____ zip _____
Housing Addition _____ Nearest major intersection _____

Father's Name _____ Home Phone _____
Father's Business _____ SSN _____ Work Phone _____
E-Mail _____ Cell/other Phone _____

Mother's Name _____ Home Phone _____
Mother's Business _____ SSN _____ Work Phone _____
E-Mail address _____ Cell/other Phone _____

Brothers and Sisters (please indicate if they DO NOT live with the student)

_____ DOB _____ DOB _____
_____ DOB _____ DOB _____

Please list anyone else that lives with the child _____

Pets _____ Fears _____
Food Allergies _____

In order to be supportive to the students needs please list any other information that may be of assistance to our staff (i.e. recent death in family, new baby, recent divorce, etc.).

Do you have a church affiliation? If yes, where? _____

Who is authorized to pick up your child? **Please be specific.**

	Name	Relationship to child	Phone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

How did you learn of Bethany Learning Center? _____

*A custodial parent/guardian must present the proper legal documents to the director to prevent a non-custodial parent from having access to the student.
*A current immunization record must be filed in preschool office before enrollment is complete. Student may NOT attend any class until immunizations are current according to the vaccine requirements in the Parent Handbook.
*Changes made after initial date of enrollment are assessed a \$10 fee. See Financial Agreement.

Bethany Learning Center - Emergency Form

Child's Name _____ Male _____ Female _____

Whom shall we call in case of emergency and parents cannot be reached?

- 1. Name _____ phone _____
Relationship to child _____ cell / other phone _____
- 2. Name _____ phone _____
Relationship to child _____ cell / other phone _____

In case of emergency, I do hereby authorize that my child _____ be transported by ambulance if necessary, at my expense, to the emergency room after sufficient efforts have been made to contact the parents. Authorization is given to render any medical, dental, or diagnostic treatment necessary, at my expense. This consent shall remain in effect during the 2010-2011 school year.

Date _____ Signature of parent / legal guardian _____

Minor's physician _____ phone _____

Minor's allergies _____

Minor's existing medical conditions and medications: _____

HEALTH AND DEVELOPMENTAL INFORMATION

- 1. Is this child taking any medication regularly? What and why? _____

- 2. What hearing, vision, speech, or physical concerns do you have for your child?

- 3. What developmental delays/concerns do you have? _____

- 4. Is your child toilet trained? _____ Are you currently in the process of toilet training your child? _____ If yes, when did you begin? _____
- 5. Is there special vocabulary we should know that pertains to the child's needs?

- 6. Has your child ever been assessed by public schools? If yes, please explain the findings of the school. _____

- 7. Additional comments: _____

Bethany Learning Center – Financial Agreement

Policies:

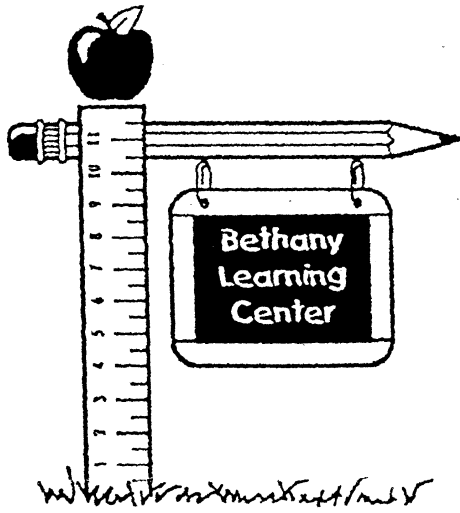
1. I agree to comply with the rules and regulations of Bethany Learning Center regarding fees, withdrawals, health, parking and other items as specified in the Parent's Handbook available at the preschool and understand that my child's space may be terminated if I disregard the rules and regulations of BLC.
2. The registration fee, immunization record and completed enrollment forms conclude the registration process and assures your space in the class until August 1. The fee is NON-REFUNDABLE. Changes in your enrollment (days or times) made after initial enrollment may be made for a \$10 fee for each change.
3. The first monthly tuition payment is due on **August 1, 2010** and considered late after August 5. That payment will be applied to **May, 2011**. Tuition is due on the 1st of every month thereafter and subject to a 10% late fee after the 5th of each month. Tuition may be paid in the office during school hours or by mail. Upon your request other payment arrangements may be made with approval of BLC administration.
4. There is NO reduction in tuition for absences (for ANY reason) or cancellation of classes due to inclement weather. The total number of school days for the year has been divided into nine equal payments.
5. Once tuition payments are started there are NO REFUNDS. A one month notice (written) or one month's tuition is payable upon withdrawal from school before the school year ends. A one month notice will allow BLC to apply the prepaid May tuition to the last month you are here provided your last month is before March 1. **Withdrawals on or after March 1 forfeits the May tuition regardless of prior notice.**

FEES:

1. A fee of 10 % of your monthly payment will be assessed to payments not received in the preschool office by the close of school on the 5th of each month or the nearest preceding school day should the 5th fall on a day that school is not in session. Tuition will be accepted any day classes are in session or by mail. **Tuition payments cannot be accepted in the Bethany Church office at any time.**
2. A late fee will be due upon pickup of your child if he/she is in the office after dismissal. The student will be brought to the office 5 minutes past dismissal time. The rate of assessment is \$1 for every 5 minutes or portion thereof. On the third late pickup the assessment will double to \$2 for every 5 minutes or portion thereof. The student may not return to class until the late fee is paid.
3. A fee of \$20 will be assessed for returned checks.
4. Enrollment for the NEXT school year will not be accepted until all fees and assessments have been paid.
Failure to pay a fee by the next month's tuition may result in dismissal

I have read and agree to abide by the above stated policies.

Date _____ Parent/Guardian Signature _____



100 N. Olive
Broken Arrow, OK 74012
252-1873
FAX 252-5586

3's

While we recognize that each child may not master each concept or skill by the end of the school year. The staff of Bethany Learning Center will present and encourage the following for the three year old classes:

LANGUAGE ART CONCEPTS:

1. Is able to confidently state:
 - Name
 - Age
 - Birthday
 - Parent's Names
2. Recognizes and prints first name
3. Identifies the following colors:
 - red
 - blue
 - black
 - orange
 - green
 - brown
 - purple
 - yellow
4. Recognizes and names the letters of his/her own name
5. Can make general conversation with complete sentences
6. Can hear and repeat 3 - 5 word sentences
7. Can sequence first and last (example: We planted a seed and it grew)
8. Can recall simple rhymes and songs
9. Can listen to a 2 - 4 minute book

MATH CONCEPTS:

1. Identify a square, triangle, circle, and rectangle
2. Can count orally 1 - 10
3. Arrange two items in graduated order (big, bigger / tall, taller)
4. Can demonstrate the ability to count up to five items correctly

SCIENCE CONCEPTS:

1. Observe and identify characteristics of weather
2. When identified can name characteristics of each of the five senses
3. Classify animals by air, land and water

SOCIAL STUDIES:

1. Can identify each person living in his/her home
2. Shows understanding of traditions / teachings for the following holidays:
 - Thanksgiving - giving thanks to God
 - Christmas - the birth of Christ / giving to others
 - Valentine's Day - love and respect your friends
 - Easter - The celebration of spring and resurrection of Christ
 - Mother's Day - love and show love to parents
 - Child's Birthday - Celebration of life and growing
3. Recognizes the American Flag and attempts this recitation: "I pledge allegiance to the flag of the United States of America"
4. Sings at least 2 songs about America

PHYSICAL DEVELOPMENT:

Large motor skills:

1. Demonstrates the ability to run, walk, jump, crawl, bend, turn, hop
2. Attempts to use each piece of playground equipment without assistance.

Small Motor skills:

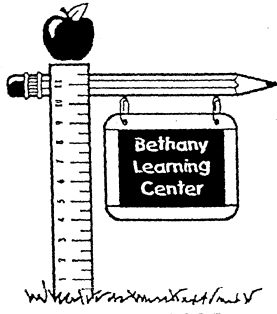
1. Holds writing tools with two finger and thumb grasp
2. Willingly uses markers, crayons, paintbrush, glue, and scissors
3. Can connect together small building toys (legos, etc.)
4. Tries zipping, buttoning and snapping

PERSONAL AND SOCIAL BEHAVIOR:

1. Works and plays cooperatively with others and independently
2. Persists to complete an age appropriate problem solving activity
3. Needs very little assistance with bathroom tasks
4. Separates easily from parent and shows feelings of security in the classroom
5. Demonstrates listen ability for 3 - 5 minutes and follow a direction
6. Shows respect of teacher as authority in the classroom
7. Is generally happy, sociable, and self controlled

SPIRITUAL CONCEPTS:

1. Recognizes that we love God and God loves us
2. Recognizes that God hears our prayers
3. Recognizes that God sees and knows everything we do
4. Recognizes the God can do anything / is all powerful
5. Can recall the Bible stories of Creation, Noah and the Ark, Jonah and the Whale, and The Birth of Christ, and the Easter Story
6. Can sing 4 or more songs about God and His love



Bethany Learning Center

100 N. Olive

Broken Arrow, OK 74012

252-1873 (FAX 252-5586)

2010-2011 preschool classes for 3's
(children born between September 2, 2006 and September 1, 2007)

6 students minimum and 8 students maximum to one teacher

Students MUST be toilet trained for 3's classes

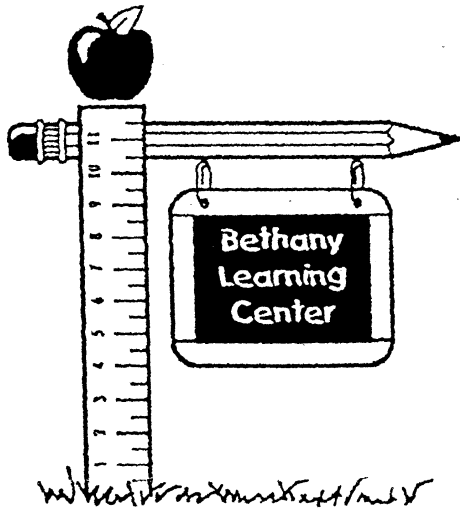
1. ____ Monday and Wednesday* 9:30 – noon \$100.00/month
2. ____ Monday and Wednesday 9:30 – 2:00 \$150.00/month
3. ____ Monday, Tuesday and Wednesday* 9:30 – noon \$135.00/month
4. ____ Monday, Tuesday and Wednesday 9:30 – 2:00 \$185.00/month

*May add until 2:00 for \$27 per day per month or \$5 per hour as a drop in.
However, having the same a.m. and p.m. teacher cannot be guaranteed.

Bethany will follow Union Public School's calendar.

Enrollment will be accepted from March 22, 2010 – March 1, 2011 as space is available.
Enrollment is complete with \$60.00 paid nonrefundable registration fee, current immunization record and completed enrollment forms.

The week previous to Labor Day
the students will have the
opportunity to meet their teacher
when she visits the home AND
Open House, on Wednesday, 9:30 – 10:30.



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SUPPLY LIST FOR 3'S

- | | |
|-------------------|---|
| 4 count | Colored glue sticks |
| 1 pair | <i>Fiskars</i> blunt end child scissors |
| 2 sets of 8 Count | Primary Color <i>Crayola</i> Washable
Markers (the large ones) |
| 2 trays | <i>Crayola</i> Watercolor Paints |
| 16 count | Regular Size <i>Crayola</i> Crayons |
| 2 count | Dry Erase Marker (black & skinny) |
| 1 bottle | <i>Elmer's</i> White School Glue |
| 1 roll | Paper towels |
| 1 | Backpack
(to be brought to and from school) |
| 1 | Vinyl rest mat |
| 1 container | <i>Clorox</i> Wipes |
| 1 package | Baby wipes – refill package welcomed |
| 1 school box | Plastic Space Saver box
(approx 6x9 inch) |

The vinyl mat should be labeled with child's name.
All other items will be shared by the class and will NOT need to be labeled.