

January 27, 2012

Dear Prospective Parents,

Thank you for your interest in Druid Hills United Methodist Preschool & Kindergarten. We wish we had space for every family interested in joining us. Unfortunately, we know that isn't possible. We hope that you find this process informative and if you have any suggestions of ways we might improve our registration process please let us know.

Enclosed you will find a current registration form for the 2012-2013 school year. Attached you will find a brief explanation of each program and a registration form explaining classes offered, fees, and other pertinent information.

Flexibility in terms of schedule increases your chances of enrollment. For instance if you are registering your child for the Explorer Group and you would prefer the MWF schedule, but be willing to take the T/Th schedule, please mark your form accordingly by writing a 1 by your first choice and 2 by your second choice, and so on. You may also write us a message on the margin of the form or attach a separate page.

Your registration fee of \$150.00 for the first child and \$120 for siblings, **payable to DHUMP**, should accompany your registration form. The registration fee is non-refundable once your child has been accepted. However, we do not cash your check if we do not have a space for your child.

We begin accepting applications from new families on Monday, February 6^h. Any applications received earlier will be dated February 6th.

Confirmation letters will be mailed no later than the first week in March. The confirmation letter will either state that your child has been placed in a class for the 2012-2013 school year or placed on the wait list. Because we don't have any way of knowing if children will withdraw from enrollment or not, we don't know how many children from the wait list will ultimately be accepted to the program.

If after reviewing the attached information, you have questions please do not hesitate to ask. You may also refer to our website at www.dhump.org.

Sincerely,

Margaret Waterbury
Preschool Director
mwaterbury@dhump.org

Linda Green
Assistant Director
lgreen@dhump.org

Description of Program by Age Grouping

DISCOVERY (under 2 as of September 1, 2012)

Our Discovery group is for children 15 months – 23 months old. At this age the children are busy discovering the world around them and are fascinated by one another. Adjusting to a group environment and separating from parents or a beloved caretaker are very challenging for children at this stage. We emphasize consistent, nurturing environments where children can feel safe and secure as they play, dance, paint, sing, laugh, explore and learn.

EXPLORERS (2 years prior to September 1, 2012)

Children must be 2 prior to September 1st to enroll in the Explorer Class. We offer 3 options for the Explorers group: 2 days per week T/Th schedule, 3 days per week MWF schedule, or 5 days per week M-F schedule. The student-to-teacher ratio in this group is 6-to-1. There is a maximum of 12 children and 2 teachers in each classroom. Turning 3 is a big year and there's a lot to learn: taking turns, sharing, and beginning friendships. Exposure to literacy, problem solving, and creating new experiences that open the door to fine and gross motor skill development are all important aspects of the Explorer curriculum.

Deciding which schedule to choose depends upon the needs and goals of each family. The advantage of more days at school is the consistency. Children who attend more days adjust quickly to the class routines and the class can tackle more challenging activities. The advantages to fewer days per week are a more relaxed schedule and more time at home.

ADVENTURERS (3 years prior to September 1, 2012)

Children must be 3 prior to September 1st to enroll in the Adventurers Class. We offer two options: 1) 3 days per week, TWTh or MWF schedule or 2) 5 days per week M-F schedule. The student teacher ratio is 7-to-1. There are 14 students and 2 teachers per classroom.

This program continues to offer plenty of time for child-directed play, but with an increased emphasis on social skills. Children problem solve and explore the world around them through block building, nature walks, gardening, puppets, dramatic play, poems, songs, drawing, painting, and books, books, books. All activities respect the importance of play and the developmental level of each child. Teachers observe and facilitate the learning process to nurture problem-solving, gross and fine motor skill development, and creativity.

ITALIAN IMMERSION (3 years prior to September 1, 2012)

This is a mixed age class and a 2 year commitment. Knowing that language learning necessitates a longer exposure to have a true impact on the learner, we ask that you only enroll your child in this class if you plan to have your child remain in the class for two school years. For the 2012-2013 school year we anticipate having 10 spots for children 3 turning 4. Priority is given to children

whose family already have a commitment to second language learning. This class is not appropriate for children with any type of speech or language challenges.

In this dynamic immersion approach, we will emphasize the use of manipulative, interactive learning and the use of pictures to guide each child in the Italian language environment. The primary strategies we will use include: memorization of songs, motor skill development through games, role playing, arts + crafts (painting, collages, stamps, etc.), music, storytelling, sensorial + language development through manipulative activities, practical life skills (e.g. setting the table and serving snack/lunch, serving, washing dishes, etc)

PRE-KINDERGARTEN (4 years prior to September 1, 2012)

Children must be 4 prior to September 1st to enroll in PreK. PreK classrooms take a maximum of 16 students per class with 2 qualified teachers every day. The curriculum, while following the standards set by Georgia PreK and NAEYC (National Association of the Educators of Young Children), is highly individualized to address the interests of the children, encourage curiosity, support creativity and respect individuality. Formal conferences are with parents are held during the Fall and Spring.

KINDERGARTEN (5 years prior to September 1, 2012)

Kindergarteners at Druid Hills Preschool, like most 5 year olds, come to us in a wide variety of developmental levels. While many of the students will move onto first grade after graduation, others will choose to repeat their Kindergarten year. The Kindergarteners are assessed and formal conferences are held in the Fall and Spring. We have learned that children take huge learning leaps and a school year can make all the difference in a child's maturity and school readiness. It is one of the biggest challenges of every kindergarten teacher to prepare children for the rigors of first grade while simultaneously laying the proper foundation for a varied array of learning stages. This is why we are so lucky to have an experienced, veteran teacher at the helm of our kindergarten program. Representing 30+ years of experience, our teaching team has developed an expansive bag of tricks and educational theories based in real world, real child experience. As fans of the Magic School Bus Series, we see our Kindergarten team like Ms. Frizzle, determined to take the students on an adventure that allows them the full, hands-on learning experience. With an emergent curriculum negotiated with the students you never know where that magic school bus will be headed off to next!

Child's Name _____

Child's Age as of September 1, 2012 _____ years and _____ months.

If you are new to our preschool , how did you hear about us? _____

Do you intend to apply to any other public or private Pre-K or Kindergarten programs? _____

To register check the applicable group and preferred schedule below

Discovery Group (15 - 23 months prior to 9/1/12) 2 day tuition \$250 per month.
Mark days you prefer for your child's attendance or mark that you are flexible about your child's schedule.

___Monday ___Tuesday ___Wednesday ___Thursday ___Friday ___Flexible

Children under the age of 2 may attend a maximum of two days per week. If you would like to reserve and pay for an additional day in anticipation of your child's 2nd birthday this school year, please indicate all days for which you wish to register. 3 day tuition \$335 per month. 5 day tuition \$435 per month.

Explorers (2 prior to 9/1/12) 9:30 a.m. - 1:30 p.m.	___ 2 days T/Th \$250 per month	___ 3 days MWF \$335 per month	___ 5 days M-F \$435 per month
Adventurers (3 prior to 9/1/12) 9:30 a.m. - 1:30 p.m.	___ 3 days TWTh \$335 per month	___ 3 days MWF \$335 per month	___ 5 days M-F \$435 per month
Italian Immersion (mixed age, must be 3 prior to 9/1/12) 9:30 a.m. - 1:30 p.m.			___ 5 days M-F \$460 per month
PreK (4 prior to 9/1/12) 9:30 a.m. - 1:30 p.m.			___ 5 days M-F \$460 per month
Kindergarten (5 prior to 9/1/12) 9:00 a.m. - 2:00 p.m.			___ 5 days M-F \$500 per month

- **Registration Fee:** \$150 first child, \$120 per sibling. This fee is **non-refundable**.
- **Monthly Tuition Rates:** One month's tuition will be collected in advance and is due May 2, 2012.
 - Kindergarten \$500
 - PreK \$460
 - Italian Immersion \$460
 - 5 Day \$435
 - 3 Day \$335
 - 2 Day \$250
- **Activity Fee:** \$85 per child annually. Due August 1, 2012.

Payment Schedule 2012 - 2013	
February	Registration fee due with registration form
May 2, 2012	Tuition deposit due
Aug 1, 2012	Activity fee due
September 2012- April 2013	Monthly tuition amount due the 1st of each month. Late after the 5th. Applicable late fees will be applied.

One month's tuition will be collected in advance. This payment is due **Monday, May 2, 2012** and will serve as your **child's last month's tuition for the school year (May 2013)**,

Refund Policy

Druid Hills UM Preschool is a non-profit organization relying on tuition collection for operating expenses. If it becomes necessary to withdraw a child from the Preschool, tuition deposit may be refundable if and only if all of the following conditions are met:

- withdrawal of the child is necessitated by the family's moving outside the metropolitan Atlanta area;
- AND
- written notice is given 45 days prior to the withdrawal;
- AND
- the resulting opening is filled within the notification period.

Other than in the circumstances outlined above, the tuition deposit is non-refundable. Registration fees are non-refundable under any circumstances.

Registration fees must accompany this application. Sign below indicating that you understand and agree to the payment schedule outlined above.

Parent's Signature

Date

DRUID HILLS UNITED METHODIST PRESCHOOL & KINDERGARTEN PROGRAM
1200 Ponce de Leon Avenue, Atlanta, GA 30306 (404) 373-4650
www.dhump.org DHUMPinfo@dhump.org

REGISTRATION 2012 - 2013 SCHOOL YEAR

Child's Name _____
Last First (Name Used)

DOB _____ Gender _____

Address _____

Parent's Name _____ Parent's Name _____
(first contact) (second contact)
Employer _____ Employer _____

Occupation _____ Occupation _____

Home Phone _____ Home Phone (if different) _____

Work Number _____ Work Number _____

Cell Phone _____ Cell Phone _____

Email _____ Email _____

Preferred Email contact for preschool updates/news/closings 1st _____ 2nd _____ Both _____ Please check box if you are new to DHUMP.

____ Please check if any of the above information has changed from last year.

List below others who have permission to pick up your child and who could be contacted if we were unable to reach you.

Name _____ Phone (____) _____

Name _____ Phone (____) _____

EMERGENCY MEDICAL RELEASE

Does this child have any known allergies or special medical conditions that we need to be aware of? Please explain.

Please check which of the following medicines may be administered to your child:

Tylenol _____ Motrin _____ Benedryl _____ Child's Weight _____

In the event of a medical emergency involving my child, _____, I hereby authorize emergency medical treatment.