

Mom's Morning Out Preschool

*P.O. Box 536
Fonda, New York 12068*

2018 – 2019 School Year

Dear Parent,

Enclosed is an application for your son or daughter to enroll in the Mom's Morning Out Preschool Program for the 2018 - 2019 school year. It is in the Fellowship Hall of the Fonda Reformed Church at 19-21 Broadway in Fonda.

Friday, September 7, 2018 is the first day of school and ends on Friday, June 7, 2019. Other than the first and last weeks of school, we follow the FFCS school calendar year. We meet on Monday, Wednesday and Friday from 8:30a.m. to 11:00a.m.

Currently, our staff consists of three teachers: Diane Jones, Joann Phelps and Kathie Carpenter. We also have volunteers to help us out during the school year.

Enrollment will be filled on a first come-first serve basis. Students entering kindergarten in the fall of 2019 will be given priority over three-year-old students. We will accept 24 students for our morning class with staffing of a 1 to 8 student ratio. If we have more than 24 students, we will consider adding an afternoon class for four-year olds only. That session would run from 11:30 a.m. to 2:00 p.m. You will be notified as soon as the class list is finalized, which should be no later than the middle of July. Additional information about our program will be included in the notification.

Enclosed, please find some general information and a checklist on the back of the application to help you and us, determine if your child is ready to enroll in our preschool program. We (Mom's Morning Out) require that each child be able to drink from a cup, **must be fully toilet trained (no pull-ups)** and must be three years of age on or before August 31, 2018. If after a brief period, we find that your child does not consistently meet these requirements, we reserve the right to ask you to withdraw the child from our program. He/she will be placed first on our waiting list for the next year.

Please return your completed application and checklist with a \$25.00 registration fee to the address listed above. This deposit is non-refundable once the child is accepted into our program. Please be sure to respond as soon as possible to secure your child's place on our class list. This deposit serves as a portion of September's tuition payment of \$100, which is due on September 1st. However, (for September only) the remainder of the tuition may be mailed (or brought with you to the Open House on (Thursday, September 6th) or on the first day of school (September 7th). Tuition is \$100 per month and is always due on or before the first day of each month. A late fee of \$10 will be incurred for tuition received later than the 10th of each month.

Thank you for your interest in "Mom's Morning Out Preschool". We are looking forward to having your child with us in September. For questions about the program, please call Kathie Carpenter at 518-853-3330 or contact the church office at 518-853-3621.

Sincerely,
Mom's Morning Out Teaching Staff

(Revised 01/26/18)