

Meadows Preschool Enrollment & Payment Policies 2024-25

Enrollment Procedures

To reserve a space in Meadows Preschool: the following will need to be on file

- **Enrollment card** (ALL blanks completed) pick-up form from our Parent Support Center
- **Enrollment fee** non-refundable (make checks to: WMBC)

To complete the enrollment: due by July 10, 2024

- **A Certificate of Health**—to be updated w/ each birthday-form can be found on-line.
- An up-to-date **immunization record** – bring a copy to be kept in the Ps. Office.

Payment Policies

Enrollment is a financial commitment to begin Aug. 2024 and go through May 2025.

- The total cost of the preschool session has been divided into nine equal tuition payments to be paid monthly August 2024-April 2025. Families missing the August 2024 tuition payment will pay tuition through May 2025.
- Tuition paid on August 1, 2024 is a *non-refundable* tuition payment for May 2025.
- The first tuition payment is due on or before August 7, 2024.
- Tuition is due Aug. 1, 2024. Then the 1st week of each month following.
- Tuition paid *after* the 1st full week of the month, will have a late fee of 15. added.
- Tuition is to be paid in the month that it is due. Failure to pay tuition in the month that it is due could result in the child being dropped from preschool.
- If a situation arises that prevents you from paying when due; talk w/ Pastor Cyndi.
- A written request with a four-week notice is required to properly withdraw a child or drop days. Families are responsible for tuition for the four weeks *following* the written notice. This policy includes Early Birds and Kids Club.
- *Withdrawal Notices received after July 10, 2024, will result in a fee of \$25.00, for each day dropped.*
- *Withdrawal Notices received after July 15, 2024, will result in a full month's tuition due, for days dropped. Checks can be made payable to W. M. B. C.*
- Children absent for two weeks, without notification given to Pastor Cyndi, can result in the child being dropped from the preschool.

Note: Bumble Bees & Leap Frogs are toilet independent classes.

Special Dates:

- Our start date will be Monday, August 19, 2024.
- Meadows Preschool will be closed on most H.I.S.D. holidays and in-service days, Good Friday, Easter Monday and **all** H.I.S.D. weather or emergency closures.
- A yearly calendar will be available in June and can be found on the Parent Support Center.
- Meet the Teacher will be held the Saturday, August 17, 9:00-10:30 a.m.

Call Pastor Cyndi for questions, to request enrollment forms, or to book a tour.

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