

VALLEY PRESCHOOL

P. O. Box 127, Houghton, New York 14744

(585) 567-2264



Valley Preschool Information

We are very pleased that you want to send your child to Valley PreSchool during the 2020-2021 school year. It is a privilege to have the opportunity to become acquainted and involved with your child. Because of this, we want to do all we can to make this a memorable time of learning, growth, and fun. In order to do so, we want to inform you of the activities your child will be involved in while at Valley PreSchool.

Please take a few moments to read and fill out the following Application and Liability/Medical Release. The outer “folder” portion of this application contain information about Valley Preschool and are intended for you to keep for reference.

Valley Preschool, sponsored by the Houghton Wesleyan Church, has been operating for over 50 years. We meet from September through May on Monday, Wednesday, and Friday mornings from 9:00 - 11:45. The program is designed to supplement the home experiences of three, four, and five-year-olds and to help meet their developmental needs.

At VPS, children actively explore, investigate, experiment, create, and communicate, forming an understanding of self, others, and the world. In this social setting, children learn to share, participate in group activities, take turns, follow directions, and make decisions independently. In addition to the social learning experience, our flexible curriculum provides opportunities for concepts to be developed and understood. A variety of topics are explored using books, songs, finger plays, drama, and group discussion. Topics include Bible stories, comparing and contrasting, holiday and seasons, shapes and numbers, forming sets, understanding patterning, recognizing letters and their sounds, children's literature, science concepts, and many others. Lessons and activities incorporate chances to improve fine and gross motor skills, use analytical thinking, sharpen listening skills, follow directions, develop language skills, and share creative ideas. Field trips and special visitors enhance our school experiences. All of this prepares the children to be lifelong learners.

Valley Preschool Admittance & Field Trip Information

Acceptance Policies for Valley PreSchool

1. Children entering VPS must be 3 years old by December first of the school year. Those who will turn 3 after this date will be eligible to enter the program the following fall. There will be no accommodations made in January for children who miss the cut-off date.
2. Children entering VPS must be toilet trained. Especially at the beginning of the year, we have frequent, “built-in” bathroom breaks which eliminates most accidents. Please be sure your child knows that teachers at school will ask them to go and feel free to come down to try out our potties if it's helpful. Feel free to ask us about any concerns.
3. Acceptance into the VPS program will be on a first come first served basis within each age group (3 or 4/5 yr. olds) so it is wise to apply early. We will limit the number of students in each age group, so it is possible one age will fill faster than the other.
4. Applications will be reviewed by the director and available to staff and the Valley Preschool committee. Acceptance notices will be sent out throughout the summer. You will get a letter late in August or early in September giving you necessary info before school starts (VPS typically starts a week after the local public schools). VPS meets Monday, Wednesday, and Friday 9:00-11:45 am.
5. Valley PreSchool admits students of any race, color, national and ethnic origin in administration of its educational policies, admission policies, scholarship programs, and any other school-administered programs.

Field Trips

Each year we typically have some off-campus field trips. Most of these are walking trips (the firehall, fall or spring nature walks, etc.). If a trip of this type is more “spontaneous” we leave word with the office and are close by for a short outing. On the permission form page of the application, there is a box for you to check giving consent to our local walking trips.

Some trips may require vehicle transportation. Parents help with transportation for these trips by driving their own children or by car pooling. Additionally, we can use the church van to transport up to 10 children. In this case, we ask parents to buckle their children's car seats in at drop off time on the day of the trip. Prior to these longer trips you will receive information which will give you the details including destination and activities while there, time of departure and return, proper dress for the trip if applicable, etc. In order for your child to participate in these field trips, we will provide a separate permission slip with the details of the trip for you to sign in the days prior to the trip.

In addition to the separate permission forms, we ask that you fill out the Liability/Medical Release on the back page. Please note that we need signatures from BOTH parents except in the case of separation or divorce. We will keep this information and emergency medical/insurance information on file so you will not have to supply this information for each trip. We do ask that you notify us if any of this information changes so we may keep our records current.

Application for Admission to Valley Preschool

Valley PreSchool admits students of any race, color, and national or ethnic origin.

Child's Name _____ Date of Birth _____

Name you would like used at school if different from above _____

Address _____ Phone _____

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| <input type="checkbox"/> I am interested in tuition reduction through The Stone Soup Fund*. |
| <input type="checkbox"/> I would like information about Valley Preschool Scholarships*. <i>*see financial policies on the last page</i> |

Father's Name _____ Business Phone _____

Father's email address _____ Father's Occupation _____

Father's skills, interests & hobbies _____

Mother's Name _____ Business Phone _____

Mother's email address _____ Mother's Occupation _____

Mother's skills, interests & hobbies _____

Is a language other than English spoken at home? Yes No If so, what? _____

Brothers and sisters of child (name, age, sex) _____

Others in your home (include family help, roomers, pets) _____

Because we talk about families throughout the year, please let us know about any family situations about which we may need to be sensitive with your child.

Persons who can be contacted in case parents cannot be reached:

Name _____	Phone _____	Relationship _____
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Name _____	Phone _____	Relationship _____
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Name _____	Phone _____	Relationship _____
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Who besides parents may pick your child up from school? _____

Preschool children show many different patterns of behavior. It will help us to know your child and to give him or her the help he or she may need if you can give us a fairly complete picture of his or her typical interests and behavior.

Briefly describe your child's personality or temperament (quiet, active, sensitive, etc.)

What situations are upsetting or frightening to your child? _____

What are his/her ways of meeting anxiety, disappointment, or conflict? (Please include behaviors such as thumb sucking, tantrums, withdrawal, etc.)

Does (s)he recover: slowly? fairly quickly? quickly?

In what ways can adults help him/her recover? _____

What reaction do you anticipate from your child when you leave during the first few weeks of school?

How does your child typically respond to correction or discipline? _____

What are your child's favorite toys or types of play activities? _____

How often and in what setting does your child play with other children? _____

Does your child have imaginary play companions? _____

Has your child had previous school experience? If so, where and for how long? _____

What do child and his/her mother enjoy doing? _____

What do child and his/her father enjoy doing together? _____

What things do you especially enjoy about your child? _____

What would you like your child to gain from a PreSchool experience? _____

Comment on any unique experiences your child has had or anything outstanding in his/her behavior or situation that we should know about. _____

MEDICAL INFORMATION

Child's Name _____

Child's doctor _____ Doctor's phone _____

Insurance company _____ Policy number _____

If this physician cannot be reached, what action should be taken in an emergency?

Local physician:

Yes No other _____

Emergency hospital:

Yes No other _____

List any allergies _____

Parent's evaluation of child's health _____

Is there any medical information or any physical limitation we or emergency responders should know?

*ATTACH A PHOTOCOPY OF YOUR CHILD'S OFFICIAL IMMUNIZATION RECORD OR
HAVE THE INFORMATION BELOW FILLED OUT AND SIGNED BY FAMILY PHYSICIAN.*

If there is any medical or religious reason immunizations have not been completed, please describe:

PERMISSION SLIPS

Houghton Wesleyan Church Valley Preschool Ministry, Houghton, NY, 14744

On this permission page you have the option of checking several boxes. The first section gives permission for local walking field trips, both formal and informal as discussed on page two. The second section has to do with giving permission for how your child's picture or video image may be used.

As mentioned, permission slips and details for trips requiring vehicular transportation will be made available in advance of the longer trips.

I, _____, give advance permission for my,
(PARENT/GUARDIAN)
son/daughter, _____, to participate in local
(PARTICIPANT)
walking trips with Valley Preschool during the dates: **Sept. 1, 2020 to May 31, 2021.**

Signature of Parent/Guardian: _____ Date: _____

I recognize that Houghton Wesleyan Church and Valley Preschool use photographs and video images of activities in our publicity. Because we are serious about protecting our children, none of the children will be identified; and because we respect your concerns, we are asking for your permission to use these images in which your child might be included. We are happy to talk with you about our use of photos and videos if you have questions before filling out this section.

I hereby grant permission for photo/video images of my child to be taken and used for the following purposes:

Both in-house activities and classroom projects (including bulletin boards, wall space in HWC hallways, and preschool presentations) as well as externally (private facebook groups, church website, newsletters, advertising).

Only in-house activities and classroom projects (including bulletin boards, wall space in HWC hallways, and preschool presentations)

I do not give permission for any photos or videos of my child to be used.

Signature of Parent/Guardian: _____ Date: _____

INFORMATION ON FILE

Liability/Medical Release

We, the parents of _____

(name of child)

do release and agree to hold blameless the Houghton Wesleyan Church, Valley Pre- School, and all ministry workers thereof from any and all liability, claims, or demands for personal injury, as well as damage and expenses of any nature that may be incurred by the parent/guardian and child-participant that occur while the child is participating in all Valley PreSchool activities.

We, on the behalf of our child-participant, assume all risk of personal injury, damage, and expense as the result of participation in any recreational activities involved.

Authorization and permission are given to the Houghton Wesleyan Church to furnish any necessary transportation, food, and first aid for our child-participant.

We, as parents/legal guardians of the child-participant, give our permission for him/her to participate fully in all Valley PreSchool activities/trips. We give our permission to take said participant to a doctor or hospital and authorize medical treatment, including, but not in limitation to emergency surgery or medical treatment, and assume the responsibility of all medical bills, if any. We understand that we will be contacted if at all possible and that our family physician will be contacted if possible, but in the event that he/she cannot be reached, the Valley PreSchool staff may choose a reputable physician.

We have read and understand the acceptance and financial policies that accompany this application and certify that all information given on this application and on the immunization and liability/release forms is accurate to the best of our knowledge. We give permission for pictures of our child, taken at VPS, to be used in their advertising brochure.

Name of child _____

Signature of Father

Date

Signature of Mother

Date

(Both parents must sign, unless parents are separated or divorced, in which case the custodial parent must sign)

Valley PreSchool Financial Information

A registration fee is due with each application. This fee pays for materials, equipment replacement, and supplies ordered over the summer and throughout the year. It will be refunded if we are unable to admit your child. Checks should be made payable to: “**Houghton Wesleyan Church**”.

There are financial benefits to applying early. Fees for registration are as follows:

\$25 if application and fee are received by May 31st

\$35 if application and fee are received by June 30th

\$45 if application and fee are received after July 1st

Financial Policies – Tuition covers the salaries for teachers and assistants. VPS is in session from September through May with some months containing more sessions than others, but payment is divided into equal monthly amounts. The full per student cost for the coming year is \$1,080 or \$120/month. **Our Stone Soup fund makes a discount available to all VPS families, making it possible for you to pay last year’s rate of \$110/month.** There is an additional 10% discount for families with multiple children enrolled. We also have larger need-based partial scholarships available. There is a check-box on the application to request information about scholarships and to indicate interest in participating in the Stone Soup discount. You may choose from the following payment plans:

1. \$120 (or \$110) per month September through May. Due on the first school day of each month
2. One payment of \$1,080 (or \$990) for the year, payable on the first day of school
3. Two payments of \$540 (or \$495), due the first day of school and January 1
4. A plan of your choice which is approved by the VPS director and committee
5. If your child attends part of a month due to illness, vacation, or withdrawal you must still pay for the entire month.
6. If you withdraw your child from VPS and have chosen one of the larger, lump sum payment options, your account will be reviewed and adjusted appropriately.

