



Dear Parent,

BACK TO SCHOOL LETTER

Fall Schedule

Welcome to **First Friends Preschool** at First Baptist Church. Thank you for enrolling your child in our Preschool Program. This is the place where your child **will learn how to make friends, be a friend and develop long lasting relationships with their peers.** Playing with friends is an important way for young children to learn social skills such as cooperating, not hurting each other's feelings and waiting their turn. It is such a blessing to watch them form **friendships** that may very well last a lifetime!

The **\$75.00/\$65.00 Registration Fee/Back to School Supply Fee/Parent Card Fee** will secure your child's spot in our Preschool Program.

In January, a **\$55.00 Supply Fee** will be due for the second semester.

If your plans change over the summer and your child will not be attending in the fall, please notify me as soon as possible. Last year we had many families cancel right before the start of the school year and it makes it very difficult to fill those spots. Often times we have a waiting list for our classes, but if it is late in the summer many families find another school option so their child can attend Preschool. We ask that if you need to cancel your child's spot you do so by August 1st. Thank you for your cooperation.

I want to share some important information and dates with you about the 2018-19 school year:

*****Back to School Night - Parent Orientation

Date - Thursday, August 30th 2018 at 6:30 pm

During this meeting in the sanctuary, parents/guardians of registered preschool children will be receiving important information about the upcoming school year. If possible, we would appreciate this being an "adult" only meeting. A parent packet will be given to you with important papers for you to fill out to keep your child healthy and happy at Preschool. A Parent Handbook will be included in the packet for you to read at your convenience. The more informed you are about First Friends Preschool, the more comfortable you will be sending your child here. Tuition envelopes are also included in your parent packet. Be sure to write your child's name and the month you are paying for on the outside of the envelope. **Please use these envelopes for your tuition payment.** Tuition is due at the beginning of each month and **must be paid no later than the 5th of each month - after this date you will incur a \$15.00 late fee.** Prompt payment is required and appreciated.

After this short meeting you will be given the opportunity to visit your child's classroom and meet his/her teacher. At this time your child's teacher will provide you with important classroom information. The **Snack Fee** **MUST** be paid by the first day of school. Cash is appreciated, please put it in an envelope with your child's name on it and give to your child's teacher.

If you cannot attend this important parent meeting please get in touch with me so you can receive your Parent Packet.



******"Back to School Morning" - Children's Open House**

Date - Friday, AUGUST 31ST from 9:00 am - 11:00 am

Feel free to stop by anytime during the morning hours! This opportunity allows your child to meet his/her teacher and become familiar with their classroom and First Friends Preschool. We ask that you spend about an hour or less in the classroom and then move on to get the "Scavenger Hunt" paper which is a fun way to learn your way around First Baptist Church. Parents need to stay with the child during the Open House. Thank you for your cooperation.

In closing, I want to thank you for choosing First Friends Preschool and sharing your child with us. We have created a wonderful early childhood environment for your child to express themselves, experience a variety of activities, begin to learn about the world, and develop their "FIRST FRIENDS!" A great school year lies ahead!

Please keep this letter!! No other information will be sent to you during the summer months.

**If you have any questions, please don't hesitate to give me a call - 812-877-2354
Fax number 812-877-9622 or email me at gdorsett@thfbc.org**

Caring for God's precious children,



Gina Dorsett/Preschool Director



Don't forget - A copy of your child's birth certificate and immunization record must be on file by **August 1st** - Your child **cannot** start Preschool without these important documents being on file. You are welcome to drop them by the church anytime. Just take it to the main office if I am not here. *****If you prefer you can mail it to First Baptist Church 4701 Poplar Street Terre Haute, IN 47803. Attention: Gina Dorsett OR Fax it to the church - 812-877-9622**
Please **DO NOT** email these important documents to me.
Thank you for getting those important papers to me!

SUMMER OPPORTUNITIES FOR YOUR CHILD:

- *Preschool Summer Day Camp - "Summer at the Schoolhouse" July 16th - 20th from 9-noon
 - *Summer Parents Time Out Program - 8 week session held on THURSDAYS from 9-1 pm
- MORE INFORMATION CAN BE FOUND IN THE REGISTRATION PACKET!**

THE FIRST DAY OF PRESCHOOL IS THE DAY AFTER LABOR DAY - Sept. 4th or 5th.
Due to Labor Day being on Monday, Parents Time Out will meet on Wednesday, Sept. 5th

Be sure to send your child with a backpack, lunch (if needed) and a change of clothes in a zip lock bag. Please pay September tuition on the first day of school using the tuition envelopes. **DO NOT** include the snack fee with your tuition payment.