



# **LITTLE ANGEL PRESCHOOL INFORMATION PACKET**

**Fall  
2018-2019**

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**Academic Year  
September 5th -  
May 31st**

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**Full Day  
7:00am - 6:00pm  
Half Day  
7:00am - 12:30pm**

**LITTLE ANGEL  
PRESCHOOL**

2045 Columbus Road  
Burlington, NJ 08016

[www.lcanj.org/little-angel-preschool](http://www.lcanj.org/little-angel-preschool)

(609) 499-0808



# Our Enrollment Process...

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Thank you for your interest in Little Angel Preschool. Enclosed you will find general and financial information along with enrollment forms.

Classes fill up quickly, so we urge you to submit your application as soon as possible. We enroll on a first come, first served basis. Below is a list of things we will need in order for your child to start at Little Angel Preschool:

- Completed Enrollment Form
- \$100 Registration Fee
- Immunization Records
- Birth Certificate

Please feel free to call with any questions you may have!

# Financial Information...

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Prices effective September 2018 - August 2019

**Registration Fee - \$100**

(non-refundable and non-transferable)

## Monthly Rates

### **Full Day**

5 Full Days - \$835

4 Full Days - \$710

3 Full Days - \$660 (Mon. Wed. Fri.)

2 Full Days - \$550 (Tues. Thurs.)

### **Half Day**

5 Half Days - \$565

4 Half Days - \$510

3 Half Days - \$415 (Mon. Wed. Fri.)

2 Half Days - \$360 (Tues. Thurs.)

# Important Tuition Facts...

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1. Tuition is billed on a monthly basis and due on the 1<sup>st</sup> of the month. Payments received after the 15<sup>th</sup> will be considered late and assessed a \$25.00 late fee. Children will not be permitted to return to preschool until the account is paid in full.
2. The registration fee covers:
  - All Snacks
  - Art materials
  - Curriculum materials
  - Writing utensils
  - Monthly subscriptions to My Big World, Science Spin, and Let's Find Out children's educational magazines
3. Returned checks due to insufficient funds, etc. will be assessed a \$25.00 fee. Replacement payment must be made in cash or by money order only.
4. After your child has been enrolled for at least three months, you will be allowed one week vacation time for which you are not required to pay. This must be taken all in one week. A vacation request form must be completed in advance.
5. No money will be refunded for days missed due to illness.
6. All holidays and in service days will be factored into the tuition.

7. A discount of 20% will be given to siblings that are attending during the same year. Siblings who are attending Life Center Academy are also entitled to a discount that will be determine through the business office. A 5% discount for military, ministers, missionaries, Life Center Academy Graduates and Fountain of Life Center members.
8. On occasion, if child care is needed for additional days above what you have prepaid, the following fees apply:

Half Day - \$25.00      Full Day - \$40.00

Arrangements must be made 48 hours in advance with the office.

### **Late Pick Up**

Child care services are provided until 6:00 pm for full day students. Half day students are to be picked up no later than 12:30 pm. If you are unable to pick up your child by those times, the following charges apply:

Example: 12:30 - 12:45	6:01 - 6:15	\$20.00
12:45 - 1:00	6:16 - 6:30	\$30.00
1:00 - 1:15	6:31 - 6:45	\$45.00
1:15 - 1:30	6:46 - 7:00	\$60.00

# Calendar Information...

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## School Starts on Wednesday, September 5, 2018

Below is a list of holidays and special dates we are Closed or operating on an Early Dismissal schedule:

- October 8, 2018 - Columbus Day (Closed)
- November 21, 2018 - Early Dismissal - 12:35pm
- November 22 & 23, 2018 - Thanksgiving Break (Closed)
- December 11, 2018 - Early Dismissal - 3:00pm  
Christmas Production - 7:00pm
- December 20, 2018 - Early Dismissal - 12:35pm
- December 21, 2018 - January 1, 2019 - Christmas Break (Closed)
- January 21, 2019 - Martin Luther King Day (Closed)
- February 15, 2019 - Teacher In-Service Day (Closed)
- February 18, 2019 - President's Day (Closed)
- April 19 - April 22, 2019 Easter Break (Closed)
- May 27, 2019 - Memorial Day (Closed)
- June 3, 2019 - In service Day (Closed)
  - Summer Fun Program (June 4 - August 23)
- July 4, 2019 - Independence Day (Closed)
- August 26 - 0August 30, 2019 - Teacher In-Service Week (Closed)

# General Information..

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Little Angel Preschool offers a loving, safe environment for your child to develop socially, academically, and creatively.

## General Daily Schedule:

7:00 am	Preschool opens
7:00 am-9:00 am	Social time (Indoor and Outdoor play)
9:00 am-11:30am	Classes begin (Morning activities, Snack, Circle Time, Learning Groups, Bible, Music and Movement)
11:30 am	Lunch time (PreK-3 class)
12:00 pm	Lunch time (PreK-4 class)
	Play time (PreK-3class)
12:30 pm	Half day children are picked up
	PreK-3 class prepares for nap
1:00 pm	PreK-4 class prepares for nap
2:30 pm	Wake up and snack time
3:00 pm-6:00 pm	Outdoor play and indoor center activities



# Our Classes...

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Each class has a mixture of activities, play centers, and hands-on learning time throughout the day.

**PreK-3 Class:** This class is designed for children who are three years old and will turn four during the course of the school year. Students in this class must be totally toilet trained and verbal in order to participate.

Social skills are emphasized in this class.

**PreK-4 Class:** This class has a more structured learning environment.

Children are encouraged to accept responsibility and taught to function independently in the classroom. The focus of this class is to prepare the children for kindergarten.

# Our Staff...

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We are very blessed to have such an accomplished staff! Our lead teachers hold either Master's or Bachelor's degrees in Early Childhood education and our assistant teachers hold Associates degrees or possess extensive work experience with children. Most of our teachers and assistants have been with us for many years. In addition, our staff is also trained in CPR, BLS and First Aid.

The staff is well trained in our Christian based curriculum which is very strong in Phonics. All staff works together to provide the best well-rounded education possible for your preschooler. Teachers communicate with each other to insure that the curriculum flows in such a way that there are no learning gaps from the three year old class to the PreK-4 class and from the PreK-4 class to kindergarten. We consider it a privilege to serve the families in our community.

Notes...

