

# Sharing Tree Preschool

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The staff at Sharing Tree Preschool welcomes you to our school. It is the philosophy of Sharing Tree Preschool to provide age-appropriate educational programs that will encourage each child to grow spiritually, cognitively, physically, and socially in a loving and caring environment. We exist to enable children to grow in all areas of development in a secure, nurturing, Christian setting. Our motivation is to achieve excellence in academic curriculum and Biblical knowledge, while providing activities that foster physical, social, and language development. Through our warm atmosphere, it is our desire that each child will gain confidence, self-respect, and a love for God that will saturate his/her life. Our mission is to seek God's will in developing each child's unique potential to become a life-long learner, a disciple of Jesus Christ and a productive citizen. Thank you for being a part of Sharing Tree Preschool.

## 4's Registration Information

2017/2018

Enrollment of our current Sharing Tree students, their siblings, and members of Christ's Church will begin January 6<sup>th</sup> for the 2017/2018 school year. Our school year runs from September through approximately mid-May. Open registration will be offered beginning on January 19<sup>th</sup>. **Please remember that all openings are on a first come, first served basis depending upon the availability at the time of registration.** Currently, we offer 2 programs for 4 year olds: **VPK and VPK with Brain Boosters.**

### VPK

The VPK program is funded by the state of Florida and is available for children who will be 4 years old on or before September 1<sup>st</sup>. We request a donation upon registration of \$100.00 to help cover the cost of start up fees, t-shirts, insurance, and major art supplies. **Due to state budget cuts, space is limited for this program. We will have a drawing for VPK only spots on Thursday, January 12<sup>th</sup> at 9:30am. Only current STP 3's students are eligible for the drawing and a parent must be present.**

VPK only classes are held Monday-Friday from 8:35am-12:00pm. VPK will be paid for by the State of Florida and will require a commitment from the parent to adhere to the attendance policy. A copy of the attendance policy will be provided at Orientation in August.

### VPK with Brain Boosters

We offer our Brain Boosters curriculum in addition to the VPK program. The Brain Booster program compliments our VPK curriculum. These classes offer a concentrated enrichment time allowing students to engage in multi-sensory activities that will spark learning and support your child's sense of discovery. A great deal of preparation and research has gone into the planning of this curriculum.

Classes for VPK with Brain Boosters will be Monday -Thursday 8:35am-1:00pm and Friday 8:35am-12:00pm. Students enrolled in VPK with Brain Boosters will need to bring a lunch Monday-Thursday. A snack will be provided by Sharing Tree Preschool on Fridays.

The non-refundable registration fee for Brain Boosters is \$185.00. Monthly tuition for the Brain Boosters program is \$135.00. We realize that the children attend a partial month during December and May. However, for ease of accounting on our end as well as the parent's end, we have divided the yearly tuition into 9 equal payments (September through May) of \$135/month for a total yearly tuition of \$1215. The time that is designated for VPK will be paid for by the State of Florida and will require a commitment from the parent to adhere to the attendance policy. A copy of the

attendance policy will be provided at Orientation in August. There are no adjustments due to holidays or school closings, unless required by the Early Learning Coalition of Duval.

## Enrollment

In order to enroll your child and insure a spot in VPK or VPK with Brain Boosters for the 2017/2018 school year, the following must be completed:

1. Enrollment form  
We make every effort to honor teacher requests; however, at times we are unable to do so.
2. Registration fee in the amount \$185.00 for Brain Boosters. We are unable to hold an opening unless this fee is paid. The registration fee is **non-refundable**.

## Admission

Sharing Tree Preschool admits students of any race, color or national origin to all the rights, privileges, and activities generally accorded to students of the school.

The following must be completed before the first day of school:

- Enrollment Form (turned in at time of registration)
- Registration fee paid (at time of registration)
- State of Florida health forms furnished by your physician
  1. Florida Certificate of Immunization, Form #DH680  
AND
  2. School Entry Health Exam, Form #DH3040
- Copy of birth certificate-must be from the state of birth not from the hospital
- All VPK students must submit to STP an eligibility form from the Early Learning Coalition. **Please visit their website for additional information ([www.VPKDuval.org](http://www.VPKDuval.org))**

*Children in our 4's program must be fully potty trained.*

## Orientation and First Day Information

Orientation will be held on August 30<sup>th</sup>. At this time, the children will visit their classes and meet their teachers. You will receive an email in mid-August giving you specific information regarding teacher assignment and times. The first day of school for VPK and VPK with Brain Boosters will be Sept. 5<sup>th</sup>.

## Extended Hours

Extended day is offered Monday-Thursday.

- Extended day for VPK with Brain Boosters is from 1:00 p.m. until 2:00 p.m. Monday through Thursday. The fee for extended day is \$5.00.
- For students in the 2 and 3 year old classes and VPK only classes, the times for extended day are from 12:00 until 2:00p.m. and the fee is \$10.00. These students will need to bring a lunch.

## Discipline

We will never use physical punishment as a means of discipline. In the area of discipline, we make it our priority to teach through consistency and loving guidance.

**Sharing Tree Preschool is accredited by the Association of Christian Schools International (ACSI). We meet the standards required by ACSI and in accordance with Florida Statutes 402.316 Religious Exemption.**