



Philadelphia Presbyterian Preschool & Transitional Kindergarten  
Kindergarten Information

11501 Bain School Road—Mint Hill, NC  
704-545-3439 Extension 122

Director: Vicki Crossman

Teachers: Cathy Armstrong, Becky Brown, Andrea Schultz, Erin Owens

**Purpose:** Our program teaches social studies, science, language arts, Bible studies, health and music in a Christian learning environment.

**Ages:** 3 years to 5 years (must be toilet trained)

**School Calendar:** We begin the Tuesday after Labor Day and end the Wednesday before Memorial day. We close for all Charlotte Mecklenburg school holidays and teacher workdays. We will also close the same days that public school close for bad weather. Please listen to your radio for that information. We will not have delayed start times.

**Tuition:** monthly tuition payment is due the 1st of each month it is not prorated for shorter months or holidays. Tuition is not refunded for temporary absences or illnesses. We request 30 days written notice if you find it necessary to withdraw your child from the program.

**Arrival/departure:** teachers will receive children at 8:50 a.m. The doors will open at 12:50 p.m. for the pickup line.

**Late pickups:** Please pick up your child by 1:00 p.m. After 1:15 p.m. a charge of \$.50 for every 5 minutes you are late will automatically be added to your bill. In accumulation of 3 late charges will result in an additional \$10 fine. The clock in the director's office will be our standard. Always notify us in writing if someone different than usual will be picking up your child.

**Emergencies:** in the event of any emergency, you will be notified immediately.

**Illness:** for the protection of your child and other children, parents are requested not to bring a child who appears ill. Children who appear ill during the session will be isolated and you will be notified and asked to come for the child.

**Absences:** if your child cannot be at school, please call and leave a voice message. 704-545-3439 extension 122. Please do not call the Church office.

**Immunizations record:** a copy of your child's immunization record is required.

**Food:** please send a lunch and a drink with each child. Fruit that needs to be peeled and cut up (grapes, apples, oranges, etc. ) should already be prepared and ready to eat. If you send a thermos, please be sure it is the type with a spout. Please mark everything clearly with your child's name (cups, lunch boxes, coats, etc.) please be sure that the director and teachers are aware of any food allergies your child may have.

**Security procedures:** for the safety and security of children and teachers the doors will be locked from 9:15 a.m. to 12:50 p.m. Parents wishing to enter Philadelphia Presbyterian Kindergarten during this time may enter through the glass doors in the upper floor entrance.

**Fees:**

Kindergarten for 5-year-olds—9 AM to 1 PM, Monday through Friday—\$200 per month.

4-year-old class—9 AM to 1 PM, Monday through Friday—\$200 per month.

4-year-old class—9 AM to 1 PM, Monday, Wednesday, and Friday—\$150 per month.

3-year-old class—9 AM to 1 PM, Monday, Wednesday, and Friday—\$150 per month.

3-year-old class—9 AM to 1 PM, Tuesday and Thursday—\$120 per month.

Space is not reserved for your child until your application is received along with the nonrefundable registration fee of \$75. The fee includes insurance.