



St. Francis Preschool teaches “young children” how to be “good students” with a love and appreciation for God, life and learning!

PROGRAM PHILOSOPHY

Purpose:

To provide an environment that will...

- 1) Nurture and stimulate the development of the whole child
- 2) Increase each child's knowledge and understanding of God
- 3) Surround each child with the feeling of God's presence in themselves, others and creation
- 4) Encourage each child to actively participate in Catholic Christian life by loving God and sharing God's love with others.

Curriculum:

Will promote emotional, social, creative, physical, cognitive and spiritual development as appropriate at each program level through...

- 1) A structured yet flexible classroom routine
- 2) A balance of self-selected activities (table toys/games of matching, sorting and counting, building, art, dramatic play, writing, puzzles, etc. to promote an eagerness to learn independence, sharing space/materials, taking turns, problem solving, time management and early academic skills) and teacher directed activities (to develop tending skills, following directions, respect for a leader and classroom manners/appropriateness.)
- 3) A wide variety of materials and meaningful, learning, work centers
- 4) Class prayer experiences as well as outreach projects.

Emphasis:

Will be on developmentally appropriate, experiential education that is safe, satisfying and fun for children in order to promote an eagerness for life-long learning and Catholic Christian living.

PROGRAM LEVELS/TIMES & ELIGIBILITY INFORMATION: St. Francis Preschool offers three levels of programming to prepare children to progress toward Kindergarten...

- **Little Learners** (children must have turned 2 yrs. old by January 1, 2019) – A class of 16 children on Wednesday & Friday mornings (8:35-11:05am)...Intended for the youngest classroom learner (possibly three years from Kindergarten.) Program emphasis on separating from parents, self-help skills, awareness & acceptance of others, sharing space & materials, exploration and creative expression.
- **Growing Learners** (children must be 3 yrs. old by Sept. 15, 2019) – A class of 16 children in the morning (8:35-11:05am) and 16 children in the afternoon (12:20-2:50pm) on Mondays, Tuesdays and Thursdays...Intended for the progressing early learner (possibly two years from Kindergarten.) Program emphasis on growing independence, increasing self-regulation, building social & communication skills and awakening of academic interest.
- **Pre-Kindergarten Learners** (children must be 4 yrs. old by Sept. 15, 2019) – A class of 24 children in the morning (8:30-11:15am) and 24 children in the afternoon (12:15-3pm) Monday through Thursday each week...Intended for the maturing early learner (the year before Kindergarten.) Program emphasis on school readiness skills of self-assurance and regulation, character building, social awareness, decision making, time management, problem solving and increasing academic interest/skill.

**** All children must be toilet trained prior to attendance.****

Parents are respectfully asked to carefully and prayerfully consider their child's age and development, their family situation/schedule and parental education philosophy as well as their long term education plans for their child's progression toward Kindergarten prior to requesting enrollment in order to realize the most beneficial preschool experience. **The minimum age requirement and possible years from Kindergarten given at each program level is a guide. Individual child and family situations may influence your decision toward days of instruction each week or years of instruction prior to Kindergarten. Parents are strongly encouraged to align their enrollment request with the program level that best fits their desired educational emphasis for their child's progression toward Kindergarten.** We realize program readiness and plans for progression toward Kindergarten may be difficult to assess at this young age. If you have questions or would like to discuss your situation, please contact the Preschool Program Director, Tammy Myers at 515-223-4577 x116 or tmyers@saintfrancischurch.org.

COST: \$150.00 per student Non-Refundable Registration Fee (payable at time enrollment is offered)
(2019-20) \$ 25.00 per student Supply & Activity Fee (payable at beginning of school year)
\$154.50 per month (Sept-May) for Little Learners (Wed & Fri from 8:35-11:05am)
\$181.25 per month (Sept-May) for Growing Learners (Mon-Tues & Thurs from 8:35-11:05am or 12:20-2:50pm)
\$245.00 per month (Sept-May) for Pre-Kindergarten Learners (Mon thru Thurs from 8:30-11:15am or 12:15-3:00pm)

Submitting a completed Request for Enrollment form does not guarantee enrollment will be available or offered at any given time.

(ADMISSION CRITERIA and WAITING LIST information on back)

ADMISSION CRITERIA INFORMATION: Children are admitted according to the Preschool Admission Criteria policy (501-L7) established by the St. Francis of Assisi Board of Education. The policy reads as follows:

It shall be the policy of the St. Francis of Assisi Board of Education that the following enrollment procedure and prioritization schedule be followed for the St. Francis of Assisi Preschool. A "Request for Enrollment" period shall be conducted each year. Children shall be admitted on the following prioritization schedule:

Pre-Kindergarten Learner level...

- 1) Currently enrolled students.
In the event that the number of requests received at this prioritization level that indicate a desired switch from the student's current session time to another (AM to PM or vice versa) exceeds the number of available openings for a particular session time, the following additional prioritization measures shall be used to satisfy session switch requests:
 - 80% of session switch requests will be offered according to parish longevity
 - 20% of session requests will be offered by lottery
- 2) Children of St. Francis of Assisi staff members.
- 3) Children of registered, tithing, active St. Francis of Assisi parish members.
In the event that the number of requests received at this prioritization level exceeds the number of available openings remaining, the following additional prioritization measures shall be used:
 - 80% of openings will be offered according to parish longevity.
 - 20% of openings will be offered by lottery.
- 4) Other Children

Growing Learner level...

Admission:

- 1) Currently enrolled students.
 - 2) Siblings of currently enrolled students who have requested continued enrollment for the upcoming school year.
 - 3) Children of St. Francis of Assisi staff members
 - 4) Children of registered, tithing, active St. Francis of Assisi parish members.
In the event that the number of requests received at this prioritization level exceeds the number of available openings remaining, the following additional prioritization measures shall be used:
 - 80% of openings will be offered according to parish longevity.
 - 20% of openings will be offered by lottery.
 - 5) Other children
- Session Time (AM or PM) Placement:
- 1) Admission level 2 above, aligned with sibling's session time.
 - 2) Admission levels 1, 3, and 4 above according to staff or parish longevity
 - 3) Other children

Little Learner level...

- 1) Siblings of currently enrolled students who have requested continued enrollment for the upcoming school year.
- 2) Children of St. Francis of Assisi staff members.
- 3) Children of registered, tithing, active St. Francis of Assisi parish members.
In the event that the number of requests received at this prioritization level exceeds the number of available openings remaining, the following additional prioritization measures shall be used:
 - 80% of openings will be offered according to parish longevity.
 - 20% of openings will be offered by lottery.
- 4) Other children

The Preschool Director in conjunction with the Pastor can make exceptions to this admission criteria.

Enrollment at St. Francis of Assisi Preschool is not related to enrollment at St. Francis of Assisi School or vice versa. No prioritization shall be given to those enrolled in one program for admittance into the other.

WAITING LIST INFORMATION: If a waiting list is necessary, it will be established according to the Preschool Waiting List policy (501-L8) established by the St. Francis of Assisi Board of Education. The policy reads as follows:

It shall be the policy of the St. Francis of Assisi Board of Education that all non-accommodated requests received during the request for enrollment period shall be compiled into a waiting list according to:

- 1) Children whose first session preference for enrollment could not be accommodated so the second preference was accepted and secured by the non-refundable registration fee; in this order, currently enrolled students by parish longevity (or in order of lottery if non-parishioners), children of parish staff members by employment tenure, parishioners by parish longevity, non-parishioners in order of lottery.
- 2) Children whose first session preference for enrollment could not be accommodated so enrollment was declined and a request to be placed on the waiting list for the first session preference only is received; children of parish staff members by employment tenure, parishioners by parish longevity, non-parishioners in order of lottery.
- 3) Children of parish staff members.
- 4) Children of registered, tithing, active St. Francis of Assisi parishioners according to parish longevity.
- 5) Other children on a first come, first serve basis.

Subsequent changes to the established waiting list positions can be made for educational balance of classes by the Pastor in conjunction with the Board of Education.



REQUEST FOR ENROLLMENT

7075 Ashworth Road, WDM, IA 50266
(515) 223-4577 Ext. 116

School Year: 2019-20

Child's Name: _____ D.O.B.: _____ Sex: M or F
(mm/dd/yy)

Mother/Guardian's Name: _____ Father/Guardian's Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Preferred Phone # : _____ Secondary Phone # : _____

Email Address: _____
(Email is the preferred correspondence method. If you have an email address, please list it so response to your request can be sent via email.)

Program Level/Session Desired: (Circle up to one 1st and one 2nd program enrollment preference)

1st Choice

2nd Choice

Little Learners

Little Learners

Growing Learners AM

Growing Learners AM

Growing Learners PM

Growing Learners PM

Pre-K Learners AM

Pre-K Learners AM

Pre-K Learners PM

Pre-K Learners PM

Yes No

_____ This child is a currently enrolled student at St. Francis Preschool.

_____ This child is a sibling of a currently enrolled preschool student who will also be enrolled at St. Francis Preschool for the upcoming school year.

_____ This is a child of a St. Francis Staff Member.

_____ We are registered, tithing, active members of St. Francis parish.

_____ We are not members of St. Francis : _____
(church affiliation)

This is a preschool enrollment request form and does not guarantee enrollment will be available or offered at any given time.

(Parish Administration Use Only)

Date Form Received: _____ Membership Date: _____ Parishioner # _____

Enrollment Offered: _____ / _____ Reg. Fee Received: _____ / _____
(date) (session) (date) (check #)