

Way of Faith Preschool

2022-2023 - Enrollment Packet & Contract

Thank you for your interest in our Preschool!

If you have any further questions, please feel free to call/text during our regular school hours, 8:00 a.m. to 3:00 p.m., Monday through Friday (703) 994-6967 or email us at Preschool@WayofFaith.net

We look forward to serving your family!



Susanna Briggs

3040 Chichester Lane, Fairfax, VA 22031

(703)-994-6967

Instagram: @WoFPreschoolAcademy

Facebook: Way of Faith Academy & Preschool

WAY OF FAITH PRESCHOOL

3040 Chichester Lane, Fairfax, VA 22031

Programs for Children
Ages 2 1/2 - 4 years old

**must be potty-trained*

School Hours: 8:00 a.m. to 3:00 p.m.

Full-Time and Part-Time Available

Before and After School Care Available

7:30 A.M. to 8:00 A.M. & 3:00 P.M. to 6:00 P.M.

Our programs are taught using the Abeka curriculum, to include:
Phonics, Writing, Numbers, Science, Language, and Bible.

Our goal is to provide each child with a positive, fun-filled
learning experience within a loving Christian environment.

For More Information Contact:

Preschool Director

Susanna Briggs – (703) 994-6967

Preschool@WayofFaith.net

Fees and Tuition:

Full Day: 5 days (8am – 3pm)	- \$9,000.00 / year or \$900 / month
Half Day: 5 days (8am – 12pm)	- \$6,500.00 / year or \$650 / month
Part Time (M, W, F): 3 days (8am – 3pm)	- \$6,000.00 / year or \$600 / month

For your convenience, payments may be spread over 10 months: September – June.

Registration Fee: \$100 per year

Book/Materials Fee: \$50 per year

These are both due at enrollment to reserve a place for your child and cover material costs and are NON-REFUNDABLE.

Monthly payments are due the first week of each month. Checks should be made payable to *Way of Faith CTC*. Please have your child's name written on the check. Please note that no refunds are made for parent's vacations or school holidays.

General Clothing Policy:

During the colder months (weather permitting) we will continue to go outside. Please be sure your child has the appropriate outer wear for those cooler days - jacket/sweater, coat, hat and mittens/gloves.

Policy Matters:

- **Interview:** Parents are to bring the child to be enrolled in order to meet the Director prior to acceptance into the Preschool.
- **Shot Record:** Parents are to provide children's shot records prior to acceptance into the Preschool.
- **Birth Certificate:** Parents are to provide children's birth certificate prior to acceptance into the Preschool.
- **Sickness:** As a health precaution for all concerned, parents must keep children at home if they are sick, have an elevated temperature, or have a contagious illness. If they come to school with a fever or vomiting and diarrhea they will be sent home. Your child must be fever free, no vomiting, and no diarrhea for 24 hours before returning to school.
- **Special Needs / Disabilities:** While every effort will be made to provide a safe and high-quality experience for each of our children, we do not have resources available to accommodate children who require specialized care or treatment and we want what is best for your child and their future.

Way of Faith Preschool
3040 Chichester Lane, Fairfax, VA 22031
(703) 573-7221

Annual Field Trip Release/Emergency Medical Form
2022-2023

This form will be on file at the Way of Faith Preschool office for the current school year. An additional Permission Slip will be sent home prior to each off-campus trip.

I give my permission for _____, grade _____, to participate in allschool-sponsored trips away from the school premises throughout the 2022-2023 school year. Students will be accompanied by a teacher and will be under adequate supervision. I understand that I will be given at least 48 hours notice of all trips away from the school premises. I further understand that I may revoke permission for a specific field trip by written notice hand-delivered to the director more than one day prior to the trip.

Although the school desires to provide a safe and enjoyable time for all students, accidents can still happen. I/we understand that there are risks/dangers involved with participation in off-campus trips and their associated activities. In consideration of my child being allowed to participate in this event, I/we assume responsibility for those ordinary and reasonable risks associated with the travel and activities. I/we agree to hold harmless Way of Faith Assembly of God Preschool – Children of Purpose, its affiliated organizations, employees, agents, and representatives, including volunteer and other drivers, from any and all claims arising from my child’s participation. This release agreement does not apply to claims of intentional (criminal) misconduct or gross negligence by the school, its employees, or volunteers. If such circumstances are proved in a court of law, I/we acknowledge and agree that the school can assume no financial liability beyond its actual liability insurance policy in force.

In case of accident, illness, or other emergency, I/we request that the school contact me. If the school cannot reach a parent/guardian after conscientious effort, I/we give permission for school staff to call paramedics or any licensed physician or dentist. If a life-threatening emergency exists, I/we give permission for school staff to immediately call paramedics and then contact me/us as soon as possible thereafter.

I/we authorize and consent to any x-ray examination, anesthetic, medical, dental, or surgical diagnosis or treatment, and hospital care which, in the best judgment of a licensed physician or dentist, is deemed advisable. I/we agree to assume the financial responsibility for expenses incurred as a result of these services being provided. I/we also agree to be financially responsible for emergency transportation.

Father/Guardian’s Signature

Date

Mother/Guardian’s Signature

Date

Name Printed: _____

Name Printed: _____

(If the child lives with both parents, the release must be signed by both parents/guardians)



Medical Health Insurance Information

Child's Name: _____ Date of Birth: _____

Child's Doctor: _____ Phone No. _____

Child's Dentist: _____ Phone No. _____

Health Insurance Company: _____

Subscriber: _____ Relationship: _____

Policy No. / Identification No. : _____

Allergies (including reactions to medication): _____

Date of last tetanus shot: _____

Medication being taken: _____

Physical or medical conditions: _____

Student's home address: _____

Student's home phone number: _____

Father's employment: _____

Work phone: _____ Cell phone: _____

Mother's employment: _____

Work phone: _____ Cell phone: _____

In case of emergency, who is your nearest relative or neighbor we should contact if we are unable to contact you at home or work?

Name: _____ Relationship: _____

Phone: _____

**It is the Parent's responsibility to keep the school informed of any changes and/or updates.*

Way of Faith Preschool Contract

3040 Chichester Lane, Fairfax, VA 22031

2022-2023 - School Year

- It is understood by all parties hereto that this agreement is a legal contract
- Unless otherwise noted below in the Preschool Director's section, it is understood that the yearly tuition is final and will be one of the following amounts: **\$9,000.00 / \$6,500.00 / \$6,000.00**
- If you choose to do a ten-month plan, your monthly payments will be the total tuition amount divided by 10
- The yearly tuition is final unless otherwise noted below in the Preschool Director's section
 - Other fees due will be mentioned below
- All information here will be kept in confidence

Ten-Month Payment Plan

A payment of _____, (tuition divided by 10), will be due at the beginning of each month, September through June. If a payment is not paid within the first week of the month with no communication with the preschool director your child will not be able to continue attending until the payment is made.

Cancellation and Refund policy

- During the school semester, 60-day written notice is required for withdrawal.
- If there is an emergency need for withdrawal we will work with your family.
- Vacation time will not be refunded or prorated.

Tuition Summary:

- Tuition is due the first week of each month: September - June.
- If the monthly tuition is not paid, the student will not be allowed to attend school the following month until the payment is made.
- Monthly tuition will be the amount listed under the Ten-Month Payment Plan above.
- Registration fee of **\$100** due with September payment.
- Book fee of **\$50** due with September payment
- If enrolling in Before Care there will be a flat rate of **\$3.50/day**
- If enrolling in After Care there will be a flat rate of **\$7.00/hour**

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2022-2023 - School Year

The following section is for use by the Preschool Director only and shall contain any additional notes or changes discussed between both parties. By signing this contract both parties agree to everything listed in this contract along with any notes listed below:

PRESCHOOL DIRECTOR'S NOTES:

Parents acknowledge that this agreement becomes a legally binding instrument upon signing this document (one parent signature is acceptable).

Parent Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Director's Signature: _____ Date: _____

