

# First Lutheran Children's Programs



## 2010-2011 Registration Packet

For Children Ages 12 months to 12 Years

A Ministry of  
First Lutheran Church

[www.firstlutheranportland.org](http://www.firstlutheranportland.org)

# Program Hours

Program	Program Hours	Calendar	Public School Snow Days	Public School In-Service Days	Public School Vacations	Public School Holidays
<b>Morning Preschool Classes</b>	9 am to noon	September to June	Closed	Open	Closed	Closed
<b>Full-Day Toddler Class</b>	7:00 am to 5:30 pm	Year– round	Open most snow days	Open	Closed some vacations	Closed most holidays
<b>Full-Day Preschool Class</b>	7:00 am to 5:30 pm	Year– round (&)	Open most snow days	Open	Closed some vacations	Closed most holidays
<b>School Age Care Grades K—5</b>	7:00 am to 5:30 pm	Public School Year (&)	Open most snow days	Open	Open Feb. & April Vacation if enough demand	Closed most holidays

## NOTES:

- **Public School** refers to the Portland Public School System.
- **(&)** — Children in School Age Care and Preschoolers entering kindergarten in the fall are eligible to enroll in our Summer Day Camp, which provides care from late June through mid-August. These combined programs provide year-round care.
- All programs are closed for 1 to 1 1/2 weeks at Christmas, 1 week during April vacation, and 1 to 1 1/2 weeks in late August and one FLCP Staff In-Service training day.

## The Staff

- Many staff have worked at First Lutheran for more than five years.
- All staff are trained in CPR & First Aid.
- All staff are caring school age care or early childhood professionals.
- Registered with Maine Roads to Quality.

### First Lutheran Children's Programs :

- Licensed by the State of Maine Department of Human Services.
- Admits children of any race, color, gender, national and ethnic origin.
- Accredited by the National After School Alliance (SAC program)

**FOR MORE INFORMATION ABOUT OUR PROGRAMS, OR TO  
ARRANGE A VISIT, PLEASE CALL (207) 797-2260**

# 2010-2011 Tuitions

## To Register

Complete the enclosed registration form and return with the non-refundable registration fee of \$35 per family to:

First Lutheran Children's Programs  
132 Auburn Street  
Portland, Maine 04103

- Please make your check payable to the "First Lutheran Children's Programs."
- **Financial Assistance:** We accept payments from the ASPIRE and Voucher programs through the Dept. of Health & Human Services. First Lutheran Children's Programs has limited scholarships available. Please call (207) 797-2260 for a Financial Assistance Application.

<b>Morning Preschool Program</b>	<b>Monthly Rate</b>
Tuesday/Thursday (3 year old class) Morning — 9:00 am to noon	\$200
Monday/Wednesday/Friday (4 year old class) Morning — 9:00 am to noon	\$220

<b>Toddler &amp; Full-Day Preschool Programs</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>
Toddler Class (Ages 1 — 3 years) 7:00 am to 5:30pm	\$63	\$235
Preschool Class (Ages 3—5 years) 7:00 am to 5:30pm	\$60	\$225

<b>SAC Program</b>	<b>Daily Rate</b>	<b>Weekly Rate</b>
Before School 7:00 am to 8:45am	\$20	\$65
After School 3:00 pm to 5:30pm	\$24	\$85
Before & After School 7:00 am to 8:45am & 3:00 pm to 5:30pm	\$32	\$110

## **REFUND POLICY**

- The registration fee is non-refundable.
- A 2-week notice to the Registrar is required to withdraw from the program. Your deposit will be applied to this notice period. Any unused tuition payments will be refunded.

# First Lutheran Children's Programs

First Lutheran offers an **EXCITING** beginning to your child's early education! We also offer a **QUALITY**, fun and caring place for children and youth during times away from parents and out of school time.

## Who We Are:

- Qualified, caring early childhood and school age care professionals.
- Well-established program with an outstanding reputation for providing quality care to toddlers, preschoolers, school age care children and youth.

### Morning Preschool Program

- Developmentally appropriate curriculum
- Special "drop-off" program
- Two teachers per classroom
- Structured play
- Hands on learning centers
- Social Interaction
- Classroom atmosphere
- Creativity
- Daily outside play (weather permitting)
- Parent/Teacher conferences

### Toddler Program

- Full-day care for children ages 1 to 3 years old
- Developmentally appropriate curriculum
- Warm, caring, safe environment
- Story time
- Daily outside play (weather permitting)
- Healthy, nutritious snacks
- Teacher to child ratio of 1 to 4
- Afternoon nap
- Structured and Free Play

### Full Day Preschool Programs

- Full-day care for children ages 3 to 5 years old
- Developmentally appropriate curriculum
- Warm, caring, safe environment
- Story time
- Structured play
- Creativity
- Free choice play
- Hands on learning centers
- Daily outside play (weather permitting)
- Healthy, nutritious snacks
- Teacher to child ratio of 1 to 8
- Afternoon quiet time

### School Age Care Program

- Emphasis on building relationships between children and adults
- Staff to child/youth ratio of 1 to 10
- A balance of large, small and individual activities
- Healthy, nutritious breakfast & snack
- Many and varied daily choices of activities
- Daily outside play (weather permitting)
- Accredited by National After School Alliance

### Special Facts About All Our Programs

- Not-for-profit
- Christian atmosphere (non-denominational)
- Parent involvement encouraged but not required
- Competitive tuition
- Monthly newsletters
- Special events
- Awesome, fenced playgrounds
- On-site woods to explore
- Basketball hoop & large hardtop play area

# First Lutheran Children's Programs Registration Form 2010 - 2011

**Child's Full Name:** \_\_\_\_\_ M/F \_\_\_\_\_

Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Grade/Class (Sept. 2010) \_\_\_\_\_ Date Form Completed: \_\_\_\_\_

Home Address: Street \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Father's/Guardian's Full Name:** \_\_\_\_\_

Home Address: Street \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Home Email: \_\_\_\_\_ Work Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Mother's/Guardian's Full Name:** \_\_\_\_\_

Home Address: Street \_\_\_\_\_

Town \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Home Email: \_\_\_\_\_ Work Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Emergency Contact's Full Name:** \_\_\_\_\_

(NOT Parent/Guardian)

Relationship: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Please Complete Other Side**

**FOR OFFICE USE ONLY**

Reg. Fee: : \_\_\_\_\_

Date: \_\_\_\_\_

Check #: \_\_\_\_\_

# First Lutheran Children's Programs Registration Form 2010-2011

Child's Name: \_\_\_\_\_ Date Form Completed: \_\_\_\_\_

**Please Check all that apply:**

<b>Morning Preschool Programs</b>	
Morning 3 Year Old Preschool Tuesday/Thursday (9:00 am—noon) (Must be 3 years old by 10/15/10)	
Morning 4 Year Old Preschool Monday/Wednesday/Friday (9:00 am — noon) (Must be 4 years old by 10/15/10)	

<b>Toddler &amp; Full-Day Preschool Programs</b>	<b>M</b>	<b>T</b>	<b>W</b>	<b>TH</b>	<b>F</b>
Toddler Class (7:00 am—5:30pm) (Ages 1 to 3 years old)					
Preschool Class (7:00 am—5:30pm) (Ages 3 to 5 years old)					

<b>School Age Care Program (grades K through 5th)</b>	<b>M</b>	<b>T</b>	<b>W</b>	<b>TH</b>	<b>F</b>
Before School (7:00 am - 8:45am)					
After School (3:00 pm - 5:30pm)					

**NOTES:**

- Financial Aid is available. Please request an application.
- Sibling discounts of 15% are also available if a sibling is attending one of our other programs. The discount applies to the lower tuition.

**Please Complete Other Side**