



Dear Parents,

It's that time again! We are very excited about this upcoming school year with the opportunity for you and your children to be a part of our Trinity family!

Registration

- Registration for the 2021-2022 school year will begin **Wednesday, January 20 at 9:00AM** for Trinity on the Hill Church members and families that are currently enrolled in our program.
- For those families who are new to our program, registration begins **Tuesday, January 26 at 9:00AM**.
- Due to COVID-19, we will be taking registrations under the covering by the Wesley Hall/gym area.

On the day of registration, you will be required to pay the registration fee, which is equal to one month's tuition for your child. The registration fee guarantees your child's enrollment in our school and is **non-refundable**.

Tuition

- School tuition is paid on a ten-month schedule (Aug. thru May) and is due by the 15th of each month. Monthly billing statements will be emailed to each family at the beginning of each month.
- If you decide to change the number of days your child will be attending or decide to withdraw your child from our program before the school year begins, you will need to give a **one month's notice** or a tuition payment will be necessary for August.

Activity Fees

- Activity fees are invoiced monthly along with tuition for our Toddler through Kindergarten classes. This fee assists in allowing our children extra opportunities such as Chapel, Spanish, Music, field trips, special holiday crafts and lots more that school tuition cannot cover. The activity fee amount is divided evenly over 10 months. We will send home a detailed list showing all the special activities/projects that this fee covers at Open House on August 9th from 11:30AM to 12:45PM.
- Monthly Activity Fees – Toddlers & Two's: \$5.00/month. Three's & Four's: \$10.00/month. Kindergarten: \$15.00/month.

Important Reminders

- Our school is currently following CDC recommended COVID-19 safety guidelines. More information about our policies can be found in our school handbook, trinityonthehill.net/preschool.
- Babies/Toddlers can only attend 2 days a week until they turn two years old.
 - **Currently, we are offering Tuesdays & Thursdays in the **Baby Room**. We will consider opening more days if enough interest. Please indicate if you would be interested in any days other than Tuesday/Thursday on your form.**
- The 2021-22 school year begins on Wednesday, August 11th.
- Immunization & release forms for the 2021-22 school year are due before your child begins school. Children cannot attend school without up-to-date forms. Forms can be turned in over the summer to the director's office, emailed to the director, or faxed to us at 706.738.8824.
- Children enrolling in the Preschool & Kindergarten Programs must be **completely toilet trained**.
- Tuition payment will be required **without one month's notice of withdrawing your children from our program**.
- Consider carefully the day or days you want your child to attend our program. Our classes typically fill up very quickly. In the unlikely event that enrollment does not meet our minimum level, the director will be in touch about a possible reduction in days or closure of a classroom.
- If you have any questions, please contact Loi Hopkins, Director (706.738.8822, ext. 130 or lhopkins@trinityonthehill.net) or Leanna Dyches, Asst. Director (ldyches@trinityonthehill.net).

We look forward to a wonderful year full of fun, learning, and growing in the knowledge of our Lord!

**Trinity on the Hill UMC Mother's Day Out (6 months to 2 years)
2021-2022 Registration Form**

CHILD								
Full Name		Preferred Name		Sex	M F			
Address		City, State, Zip Code						
Parents' Marital Status: Married Divorced Separated		Date of Birth		Church Affiliation				
Names and ages of other children in family								
Has your child previously attended a MDO/Preschool program? Yes No		If yes, when and where?						
Allergies/health concerns								
Child's Physician		Phone Number						
<i>I understand that no medication, medical treatment or medical monitoring will be given at school. I release Trinity on the Hill UMC from liability due to accident or injury. I authorize the school to have my child transported to the hospital listed below.</i>								
Preferred Hospital		Parent Signature		Date				
Mother's Name			Father's Name					
Address (if different)		Address (if different)						
City, State, Zip Code		City, State, Zip Code						
Occupation		Occupation						
Cell Phone		Cell Phone						
Email Address		Email Address						
PROGRAM				REGISTRATION FEE/MONTHLY TUITION	MONTHLY ACTIVITY FEE			
Day(s) you prefer:		M	T	W	TH	F		Babies/Toddlers/2 Yr Olds
1 day/week						\$85	\$0 / \$5 / \$5	
2 days/week						\$120	\$0 / \$5 / \$5	
3 days/week						\$155	\$0 / \$5 / \$5	
4 days/week						\$185	\$0 / \$5 / \$5	
5 days/week						\$195	\$0 / \$5 / \$5	
Billing Email Address		<i>This is where your monthly invoices will be sent; you will have the option to save your payment method for automatic payments.</i>						
EMERGENCY CONTACTS		<i>List 2-4 local persons Trinity Preschool may contact. This also includes those authorized to pick up your child.</i>						
Name		Relationship to Child		Cell Phone				
Name		Relationship to Child		Cell Phone				
Name		Relationship to Child		Cell Phone				
Name		Relationship to Child		Cell Phone				
NEW TO OUR SCHOOL?			OFFICE USE ONLY					
If yes, please let us know how you heard about us. If from a family member or friend, please list their name:		Start Date		Registration Fee				
		Payment Method: Cash Check # _____ Credit Card _____						
		Classroom Placement						