



FAITH BAPTIST Childcare Center

Admissions Checklist 2024-2025

Child's Name _____

The following items must accompany your application in order to complete the admissions process.

- Application for Admission (2 pages)
- Medical / Emergency Information
- Statement of Parental Cooperation
- Agreements
- Program Form
- Birth Certificate
- Immunization Records
- Non-refundable enrollment fee (\$60 before April 1 / \$80 after April 1)
- Resource Fee (security, curriculum, special events, snacks, supplies, etc.)
(2 day: \$225 / 3 or 5 day: \$275)
Can be turned in at this time if you wish, but it is not due until June 15. Please note that an outstanding activity fee (past the June 15 due date) will jeopardize your child's initial reservation for a spot.

Payments accepted

- Check (made out to Faith Baptist School)
- Money Order
- Credit card via the on-line payment portal: visit www.faithva.school and click on Parent Portal, then select Make a Payment.



FAITH BAPTIST Childcare Center

Application for Admission 2024-2025

Student's Name _____ Grade in the Fall K2 K3 K4

Date of Birth _____ Sex: M / F Potty Trained: Y / N

*incoming 3 & 4 year olds
must be fully potty trained*

Nap: Full (12:30 - 2:30) Half (1:30 - 2:30) No Nap

Mother's Name _____

Street Address _____

City _____ State _____ Zip _____

Employer: _____ Work Hours: _____

Father's Name _____

Street Address _____

City _____ State _____ Zip _____

Employer: _____ Work Hours: _____

| Mother's Contact | | Father's Contact | |
|------------------|--|------------------|--|
| Cell | | Cell | |
| Work | | Work | |
| Email | | Email | |

| Preschool Sibling(s) Name | Grade in Fall | DOB |
|---------------------------|---------------|-----|
| | | |
| | | |



FAITH BAPTIST Childcare Center

Application for Admission 2024-2025

Parent's Marital Status: Single Married Separated Divorced Widowed

With whom does the child/do the children primarily live? _____

Are there any current custody or legal concerns? Y / N

If yes, please explain: _____

If you are divorced or separated, and there are legal decisions concerning non-custodial parent contact, please provide a copy of this documentation. Otherwise, the non-custodial parent will be permitted to pick-up the student during or after school.

Do you attend church regularly? Y / N If so, which church? _____

Previous Daycare(s)

Name: _____

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

Contact Name: _____ Phone: _____

Date Enrolled: _____ Date Withdrawn: _____

Reason for leaving: _____

Name: _____

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

Contact Name: _____ Phone: _____

Date Enrolled: _____ Date Withdrawn: _____

Reason for leaving: _____



FAITH BAPTIST Childcare Center

Statement of Parental Cooperation 2024-2025

Please initial each line to indicate that you have reviewed our expectations and have agreed to abide by these standards.

_____ I understand that my attitude is often reflected in my child. Therefore, I will endeavor at all times to support FBCC and to cooperate with school policies.

_____ I understand that the policy of this school is to make no refunds of registration fees unless the school has chosen not to accept my child.

_____ I understand that my child's attendance is a privilege. If, at any time, my conduct or cooperation with school staff becomes unacceptable, the Director will schedule a consultation appointment to discuss the future of my child's enrollment.

_____ I understand that my child's tuition payments are an obligation I have made and I promise to fulfill that obligation. I have carefully read the Financial Obligation statement included in the Agreements and I will abide by its terms.

_____ I have read the parent handbook and am aware of the rules and beliefs of FBCC and do promise my full cooperation.

Father's signature: _____ Date: _____

Mother's signature: _____ Date: _____



FAITH BAPTIST Childcare Center

Agreements 2024-2025

Religious Affiliation

_____ Faith Baptist School and Faith Baptist Childcare Center accept students from all religious, ethnic, and socio-economic backgrounds with the understanding and agreement that parents allow their children to be taught according to the Biblical principles reflected in the Faith Baptist Church Statement of Faith.

Financial Obligation

_____ I agree to pay my child's tuition by close of day on Thursday. I understand that a late fee of \$10 will be added if payment is not received on time. If your account goes into a delinquent status, your child will not be able to return until your account is paid in full.

A late fee of \$10 per child is charged for each 15 minutes or any part thereof for parents arriving after closing. Late fees start at 6:01 p.m. This fee will be added to your bill. The hours of services are from 7 a.m. to 6 p.m.

Media Release Agreement

I hereby give permission for FBCC to publish my child's name, photo, or achievements in school or local publications, on the school website, on the school Facebook page, and on promotional material.

Agree Do Not Agree

Non-Discrimination Policy

Faith Baptist Childcare Center is an equal opportunity provider and does not discriminate on the basis of race, color, national origin to all the rights, privileges, programs, and activities available to students attending the school. Enrollment in Faith Baptist Childcare Center is a privilege and not a right. A student or parent choosing not to conform to the spirit or standard or conduct of the school forfeit the student's privilege of attending.

Parent Signature

Date



FAITH BAPTIST

Childcare Center



2024 - 2025 Program Form

| Program | MARK CHOICE HERE | K2 (must turn 2 by 9/30/24) | MARK CHOICE HERE | K3 & K4 (must turn 3/4 by 9/30/24) |
|--------------------------------------|------------------|--------------------------------|------------------|---------------------------------------|
| 50 Hours | | \$225 weekly | | \$210 weekly |
| 50 Hours multi-child discount | | \$205 weekly | | \$190 weekly |
| 8 a.m. - 3 p.m. | | | | |
| Monday - Friday | | \$205 weekly | | \$190 weekly |
| Mon / Wed / Fri | | \$155 weekly | | \$140 weekly |
| Tues / Thurs | | \$130 weekly | | \$115 weekly |
| 8 a.m. - 12 p.m. | | | | |
| Monday - Friday | | \$185 weekly | | \$170 weekly |
| Mon / Wed / Fri | | \$135 weekly | | \$120 weekly |
| Tues / Thurs | | \$110 weekly | | \$95 weekly |

Hours outside your chosen program will be charged at the extended care rate of \$7 per hour (or any part of an hour) for each child.

Registration Fee (must be paid to secure child's enrollment/re-enrollment)

- By April 1 \$60 • After April 1 \$80

Resource Fees (security, curriculum, special events, snacks, supplies, etc.)

- 2 Days \$225 • 3 or 5 Days \$275

Additional Fees

- Nap Mat \$15 (will reoccur if mat needs to be replaced)

Child Name

Child's Age

Start Date

SIGNATURE REQUIRED ON BACK PAGE

Faith Baptist Childcare Center (FBCC) is located in the facilities of Faith Baptist Church in Fredericksburg, Virginia. Of the total church property, 3,840 square feet, including spacious playgrounds, has been devoted to this program. Faith Baptist Childcare Center is religiously exempt from licensure as a church-sponsored ministry.

Childcare is provided for children ages 2 to 4 years old, with Extended Care for students enrolled in Faith Baptist School (K5 - Grade 12). The attendance capacity for the center is 200 children with a 1-10 staff ratio.

All snacks are provided for children enrolled in FBCC. A hot lunch is available for purchase during the school year.

All supervisory personnel are required to submit a statement prepared by a licensed physician or nurse practitioner which certifies that they are free from disabilities that would hinder their work with children, a criminal and child abuse background check, and are CPR / First Aid trained.

Faith Baptist Church carries the appropriate public liability insurance.

All FBCC staff members are practicing Christians. Every staff worker is familiar with the policies and procedures of the center and has received annual in-service training.

A non-refundable enrollment fee is due at the time of enrollment. When a child has withdrawn and then wishes to re-enter the center, a new fee must be paid.

A non-refundable activity fee will be applied upon enrollment and each re-enrollment thereafter to help defray the expense of materials and supplies.

The weekly fee is due each Monday. If payment is not received by Thursday at 4 p.m., a late fee of \$10 will be applied to your account. If your account is not made current within one week, your child will not be able to attend the center the following Monday.

A late pick up fee of \$10 per child is charged for each 15 minutes or any part thereof for parents arriving after closing. Late fees start at 6:01 p.m. This fee will be added to your bill. The hours of services are from 7 a.m. to 6 p.m.

A \$35 fee will be charged for all returned checks. After a check has been returned for insufficient funds, future payments will need to be made by cash, money order or credit card.

All fees are based on a flat weekly rate, regardless of holidays, professional development days, or any extra vacation days you may choose to take.

Your weekly fee is determined by the program you select. The fee is the same every week (even if you miss a day for any reason) and will only change because of over-time hours. Changing a program requires a one-week processing time and a fee of \$5 per change.

Payment must be made for all scheduled days regardless of days that fall on a holiday or days missed.

Families with more than one child attending preschool will receive a multi-child discount (this applies to the 50 hour program only).

A one-week written notice of withdrawal must be given. Upon withdrawal, all balances must be paid.

Payments are to be made in the Finance Office or in the payment boxes.

I have read, understood, and agreed to the above terms, conditions, requirements, and agreements, as indicated by my signature below.

Parent Signature

Date