



## westminster weekday preschool

Thank you for your interest in Westminster Weekday Preschool.

Our program is a developmental program that encourages each child to grow socially, emotionally, physically, and cognitively at his/her own pace. Our curriculum is based on an understanding of how children grow and develop, and how they learn and attempt to make sense of the world around them. Our belief is that children acquire this knowledge about their physical and social worlds through play and interaction with other children, adults, and objects.

Westminster Weekday Preschool was established in 1975, and is licensed by the Commonwealth of Virginia. A Board of Directors, consisting of parents, church members and staff administers the preschool. The Preschool Board is under the direct authority/supervision of the Session, the ruling body of Westminster Presbyterian Church. The school serves as a community outreach program of the church.

Westminster Weekday Preschool accepts children of all racial, ethnic and religious backgrounds, including children with special needs. As an integral part of the educational ministry and community outreach of Westminster Presbyterian Church, the preschool celebrates traditional Christian holidays while it also welcomes the opportunity to learn about other traditions and holiday celebrations. The preschool strives to provide a rich variety of experiences for our students. By sharing customs and ideas, traditions and meanings, we promote understanding and acceptance of each other.

Each day is structured so children know what to anticipate. The day includes a balance of fine- and gross-motor activities, group and individual activities, a snack, outdoor and circle times. To supplement the daily curriculum, the children are also exposed to many special experiences in our large, bright classrooms, on our well-equipped playground, and on field trips in the community. Every teacher holds a degree in early childhood education, a child development associate's certificate or a degree in a related field. All staff members are required to take a minimum of 16 hours of staff development per year. Each classroom has a teacher and an assistant. In addition, a music teacher, an occupational therapist (OT), and two inclusive classroom assistants (floaters) work with all of the classes. Our 5-day floater teaches Handwriting without Tears to the 4s classes and Outdoor Learning to all classes with our OT.

**Hours:** 9:00 a.m. to 12:00 noon. Vacations closely follow the Alexandria City Public Schools' calendar.

**Class Structure:** The preschool serves 76 students of ages 2½ through 5. In the fall of 2017 we will offer classes with the following target sizes:

Two 2-day classes for children who are 2½ by September 30, 2017 which meets Thurs and Fri (10 children per class)

Two 3-day classes for children who are 3 by September 30, 2017 which meets Mon–Wed (12 children per class)

One 4-day class for children who are 4 by September 30, 2017 which meets Tues–Fri (16 children per class)

One 5-day class for children who are 4 by September 30, 2017 which meets Mon–Fri (16 children per class)

Enrollment in the 4-year-old classes is based on parental preference for a 4-day or 5-day program, with a lottery if either class is over-subscribed. Both of the classes are specifically designed to develop pre-kindergarten skills so when a child exits our program the following spring he or she is ready to enter kindergarten.

*Open registration, for all classes, is done by random selection at noon on the day of the announced deadline. Any additional open registration applications received throughout the year (after the open registration lottery) are added to the end of the wait list in the order received.*

**Payment schedule:**

**Fees/Tuition:**

	<b>Application Fee (Open registration applicants only)</b>	<b>Registration Fee*</b>	<b>Activity Fee*</b>	<b>1<sup>st</sup> Tuition Installment<sup>^</sup> (Due June 1, 2017)</b>	<b>2<sup>nd</sup>-10<sup>th</sup> Tuition Installments (Due Sep-May)</b>	<b>Annual Tuition Amount</b>
5-day-4s class	\$50	\$165	\$310	\$570	\$570	\$5,700
4-day-4s class	\$50	\$165	\$265	\$485	\$485	\$4,850
3s class	\$50	\$165	\$200	\$415	\$415	\$4,150
2½s class	\$50	\$165	\$150	\$310	\$310	\$3,100

**\*Registration and Activity Fees:**

Open registration applicants - due within three business days of notification of a place in the school  
In-house applicants - due with application

**1<sup>st</sup> Tuition Installment:** The 1<sup>st</sup> tuition installment (1/10 annual tuition) is due June 1, and is charged for all children enrolled for the upcoming year. Failure to pay the 1<sup>st</sup> tuition installment results in forfeiting class placement.

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**Classroom Management:** Westminster uses Dr. Becky Bailey's Conscious Discipline techniques in our classrooms. Conscious Discipline is a comprehensive classroom management program and a social-emotional curriculum. It is based on current brain research, child development information, and developmentally appropriate practices.

**Developmental & Speech Screenings:** All four-year olds, with the consent of parents, participate in developmental/speech screenings in the fall. There is no additional fee for the screenings.

**Garden Club:** Students, with their caregivers, are invited to stay after school once per month to enjoy a nature-based story, and to participate in hands-on care of the preschool garden. There is no fee for Garden Club.

**Lunch Bunch:** Four-year olds may stay for Lunch Bunch where they learn how to "negotiate lunch at school" before heading to kindergarten. Families pay a nominal fee.

**Music:** All classes participate in a 30-minute music class once per week.

**Occupational Therapy:** WWP has an occupational therapist (OT) on staff who works with the children in each classroom on gross and fine motor activities.

**Outdoor Learning:** Two staff members serve as Outdoor Learning teachers who plan science, art and gross motor activities to enjoy on the playground.

**Parent-Teacher Conferences:** Parent-teacher conferences take place in the fall and spring. However, any time a question arises, you are welcome to ask for an additional conference or to contact the teacher.

**Parent Involvement:** While we are not a co-operative preschool, the staff at Westminster always welcomes parent participation.

**Snacks:** We provide a healthy mid-morning snack for each student. The preschool is a nut-aware and allergy-sensitive facility.

**Stroller and Handicap Accessibility:** The preschool is stroller and handicap accessible by use of the church education building entrance and elevator.

**Vision Screenings:** Children aged three and up participate in vision screenings in the fall. There is no additional fee for the screening.

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