



New Berlin Preschool
-in partnership with the
School District of New Berlin

4225 S. Calhoun Road
New Berlin, WI 53151
262-789-6544

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GENERAL INFORMATION 3 & 4 YEAR OLD PROGRAM

New Berlin Preschool has an enrollment of up to 20 children per class including the Early Childhood children who are monitored by their teachers. Each class has 2 certified preschool teachers and one helping parent (or any family member or friend). Parents have an opportunity to sign-up to volunteer throughout the year. The classes for the 3-year olds are held on Tuesday and Thursday from 9:00-11:30 or 12:30-3:00. The classes for the 4-year olds are held on Monday, Wednesday, and Friday from 9:00-12:00 or 12:45-3:45.

□ CLASSROOM FURNISHINGS

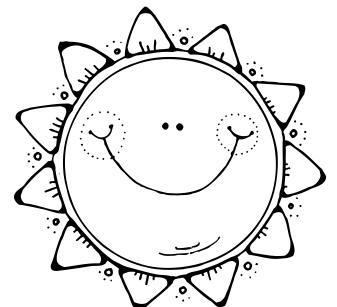
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|----------------------------------|---------------------------------|
| -housekeeping center/props | -Smart Board |
| -dress-up clothes/costumes | -board games |
| -block center/Lego table | -books/puzzles |
| -display table & tub table | -puppets |
| -flannel/chalk/magnetic boards | -art materials |
| -beads, pegboards, manipulatives | -train table |
| -paint/dry erase easels | -transportation rug/vehicles |
| -musical instruments/CD's | -large motor movement equipment |



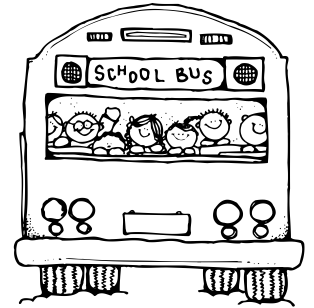
Additional furnishings will be introduced into the classroom during the various themes i.e. grocery store, post office. No pets will reside in the New Berlin Preschool classroom.

□ DAILY SCHEDULE

- arrival, individual greeting, health assessment, attendance recording;
- daily presentation of the child leader, the parent helper, the "theme focus" for the day;
- small group activities involving conversation, skill building, concept development and individual planning;
- work time where children pursue the plans of their choice and work on an assignment;
- clean-up time;
- bathroom, rest, snack and book browsing;
- music, creative movement, rhythms and games; story time;
- outdoor play (weather dependant); large motor activity;
- preparation for dismissal.



In addition, special events and or visitors are planned during the themes for the 4 year and 3 year olds during the year. These events may be held at the preschool or off site. Parents are frequently invited to accompany us when the events are held off site.



□ **ADMISSION**

Children of any sex, race, nationality, culture color or ability will be admitted regardless of parents' political or religious persuasion providing:

- their age is appropriate for the requested class on or before Sept. 1st ;
- they are not in need of diaper changing;
- the required forms and fees have been submitted.

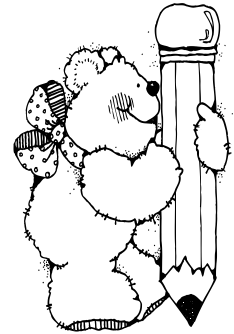
Confirmation of admission will be sent to parents by April 1, preceding the September admission.

□ **REGISTRATION**

- Registrations will be numbered and children's enrollment will be based on order of receipt.
- Registration priority will be given preceding September admission as follows:
 - children currently enrolled at the Preschool until February 28;
 - siblings of children who are/were enrolled at the Preschool until February 28;
 - children of families new to the Preschool

□ **FEES**

- Registration and tuition fees can be paid by check made payable to New Berlin Preschool-School District of New Berlin.
- A 75.00 deposit for the 1st child /\$25 for each additional child must be submitted with each registration;
- Tuition for the 2017-2018 school year will be as follows:
 - \$1,275.00 for children who attend 2 days/week (3 yr. olds)
 - \$1,901.00 for children who attend 3 days/week (4 yr. olds)
- Tuition may be paid:
 - annually: August 15;
 - bi-annually-August 15 and February 1; or
 - quarterly (only for children attending 2 or 3 days/week): August 15, November 1, February 1 and April 1
 - Tuition for late entrants for the four year old program is \$211.22/month for 3 days/week. Tuition for late entrants for the three year old program is \$141.65/month for 2 days/week.



□ CALENDAR

- New Berlin Preschool will follow Ronald Reagan's school calendar with a few exceptions throughout the year so as to coincide with the scheduled tuition payments.
- There is usually a 2- week recess at Christmas and a 1- week recess in the spring. Classes will not be held on Thursday or Friday of Thanksgiving week or on Good Friday.

□ NUTRITION

- A five-ounce cup of natural fruit juice or milk and a wholesome, low sugar snack provided by the helping parent will be served mid session.
- Children will be expected and encouraged to taste/lick a small portion of the components of the snack unless an allergy precludes this.

□ CONFERENCES

- Opportunities for scheduled parent/teacher conferences will be provided mid-year. (Classes will not be cancelled.)
- Unscheduled conferences can be held at the mutual convenience of the parent and teacher.

□ VISITATION

- Parents are welcome to visit the Preschool at any time

