

## Junior Preschool 2020-21 Class Information & Registration Info

**REGISTRATION DATE & LOCATION:** Tuesday, April 14th online at <https://www.locallevelvents.com/events/org/barnesville-schools>. Parents that do not have online capabilities can bring their registration form into the Community Education Office on Wednesday, April 15th starting at 8:00 a.m. In light of the COVID-19 happenings, parents bringing their registration form to the office, will need to call 354-2638 before coming to the school so arrangements can be made. Registrations will be taken online until April 21st and also in the office from 8:00-4:30 the 15th thru the 21st.

**TIME OF REGISTRATION:** April 14 starting at 6:00 p.m. online.

**DEADLINE:** April 21st will be the last day to register. Anyone that registers after April 21st will not be guaranteed a spot in the 2020-21 Preschool Class.

**REGISTRATION PROCESS:** Follow these steps to register your child:

- Complete a registration form for each child online
- Complete the reduced fee application form and return that when you register (if interested in reduced fee).
- Pay the \$30 non-refundable Registration Fee online

If you cannot register online, you can call the Community Education office 354-2638 to arrange a time to drop off the form and fee. \*We will not take paper registrations until April 15th.

We will try our best to get everyone placed in their first class choice. Please be advised, that this might not be possible for every student due to the class size. We cannot guarantee that your child will be in the first class choice or any class. A confirmation letter will be sent to you after the registration deadline.

### REQUIREMENTS

- Students must be current residents of Barnesville Public School District #146
- Students must be toilet trained by the first day of class
- Students attending Junior Preschool must be at least 3 years old by Sept. 1, 2020
- All students must have a registration form filled out in order to attend Preschool
- All parents must pay the non-refundable registration fee of \$30 when registering in order to hold spot in class.
- All students must go through Early Childhood Screening– Info will be sent out regarding screening

**CLASS LOCATION:** The Community Education Preschool program is held in the Barnesville High School Room 109. The High School is located at 302 3rd St SE in Barnesville..

**CLASS OPTIONS FOR 3 YEAR OLDS:** We will hold JPS1 for sure and JPS2 will be offered if we do not hold SPS3

### JPS1– Junior Preschool 1: At Least 3 years by 9/1/20

**Days:** Tuesdays & Thursdays      **Fee:** \$95 per month for total of \$760  
**Dates:** Sept. 8 and ends App. May 3      **Reduced Fee 1:** \$63/month -\$504 year  
**Time:** 8:15-11:00 a.m.      **Reduced Fee 2:** \$32/month- \$256      **Free:** \$0/month

### JPS2– Junior Preschool 2: At Least 3 years by 9/1/20

**Days:** Tuesdays & Thursdays      **Fee:** \$95 per month for total of \$760  
**Dates:** Sept. 8 and ends App. May 3      **Reduced Fee 1:** \$63/month -\$504 year  
**Time:** 12:15-3:00 pm      **Reduced Fee 2:** \$32/month- \$256      **Free:** \$0/month

**TRANSPORTATION:** Students that live in the Barnesville School District and those that live in town and are on a bus route may ride the bus to the morning preschool classes (JPS1) and children in the afternoon preschool class (JPS2) may ride the bus home. Transportation at the conclusion of the morning class and the start of the afternoon class will be up to the parents. This will only apply to children that live on the bus route. Students that live within walking distance to the school will not be picked up in the morning or dropped off after school. Detailed Transportation information will be collected after class lists are completed.

**TUITION POLICY:** Like every other business, Community Education operates on a budget. Tuition is set with the budget in mind for our program. Tuition is due on the first class day of each month from September thru April. Tuition can be paid in one of 4 ways on the first class day of your child's class each month

- 1) Pay on payschools at [www.barnesville.k12.mn.us](http://www.barnesville.k12.mn.us)
- 2) Bring payment of check or cash to class and give to teacher
- 3) Bring payment of check or cash into the Community Education Office
- 4) Mail the payment to office at PO Box 189

We do not currently have a late fee for preschool payments. However, we would like everyone to make their preschool payments as close to the first of each month as possible. Refunds will not be made during the 2020-21 Preschool year due to absences from illness, vacation, or weather days.

**REDUCED RATES:** We offer reduced rates for all of the classes. There is a link attached to fill out the reduced application. If you choose to apply for a reduced rate, we will let you know after the registration period if you qualify for a reduced rate and what the reduced amount will be. If you do not qualify for a reduced rate and need to drop your child out of the class due to financial reasons, you will receive a refund as long as you drop within one week of being notified.

**EMERGENCY MEDICAL TREATMENT:** We will collect emergency information on the registration form. This information will be used in the event of an emergency. In the event of an emergency, the Preschool staff will administer the necessary First Aid and or CPR. An ambulance will be called and your child will be transported to the nearest hospital. You will be notified immediately. The parent or guardian of the injured child is responsible for all costs involved in the emergency medical treatment, including emergency transportation, if required

**SCHOOL CLOSURES:** Our Preschool operates from the week of September 8 through May 4 (approx.) We follow the Barnesville Public School District Calendar in regards to no school days when the School is not in session. We will have a one week break in November from the 23rd-27th for the Instructor to work on Student Assessments & Thanksgiving break. We will also have a one week break in February from the 15th-19th which will be used for Parent/ Teacher conferences. We will give parents an official calendar when we mail paperwork in the summer.

In the event of inclement weather, we follow the School District procedure. If School closes then Preschool will be canceled for the day. If school starts late then we will not have the morning class. If school gets out early we will not have the afternoon class. We cannot guarantee that we will make up any storm days lost, nor will parents be reimbursed for lost days.

**SICK POLICY:** Fever: With a temperature of 100 degrees or above, parents will be notified to pick up their child. Please keep your child home until he/she is free of fever and fever reducing medications for twenty-four hours.

**IMMUNIZATIONS:** Every student needs to have a new immunization form turned into class every year. We will mail out a blank immunization form in late summer that you should use for completing. This form will then be turned back into our office before classes start in the fall.

**QUESTIONS:** Please feel free to contact Chris Ellefson if you have questions regarding this Preschool Packet, the registration procedure or any other questions at 354-2638 or [cellefson@barnesville.k12.mn.us](mailto:cellefson@barnesville.k12.mn.us).