

Children's Day Out is a Christian preschool sponsored by First Lutheran Church to serve the Topeka community.

Children's Day Out (CDO) is now preparing for the 2010-2011 school term. The enclosed information is to acquaint you with the program and help you make decisions.

For families that are not currently enrolled (Open Enrollment), Registration Forms are due back on Wednesday, March 3, 2010.

**Come and be a part of a preschool where children and childhood itself are celebrated!**

**Children's Day Out** strives to present a developmentally appropriate program for all 2-5 year olds. Creative Curriculum, by Teaching Strategies, provides the foundation for teachers to plan and present an active learning based curriculum. The children have opportunity to learn through exploring, experimenting, and using creative expression of ideas and feelings. Parents can be confident that students attending CDO will have experienced growth in the cognitive, physical, social/emotional, language and spiritual areas that will help them move successfully to the next level of development. A more complete description of curriculum goals and objectives will be distributed next fall or is available upon request. Parents can expect to receive ongoing information about their child's progress throughout the school year, including two parent/teacher conferences.

Children will be grouped according to age, taking into consideration date of birth and gender, in order to make a good mixture in each class. **Parents' first choice is a priority; however, parents are asked to remain flexible so that a good placement can be made for each child in the available classroom space.**

**The transition class** is specifically designed for children who have turned 5 but whose parents are intentionally choosing to give them another year of preschool to grow and develop before they begin kindergarten. Children enrolled in a transition class will have the opportunity for continued growth in all areas of their development; specific attention will be given to areas that need further practice and attention. In order to provide a secure placement for as many 5 year olds as possible, **September's tuition for these classes is due by July 1<sup>st</sup> and is non-refundable after this date.**

**Wednesday Afternoon with Sack Lunch Option**

This extra session is available to add to the morning 4 or 5 year old classes. At 11:30, the children will be eating their sack lunch and have a rest time. At 12:30, the afternoon session will start. Dismissal will be at 2:50-3:00 PM. **The cost of Wednesday afternoon with sack lunch is \$60.00 and is in addition to regular CDO tuition.**

**Enrollment Fee:** There is an initial enrollment fee of \$65.00 per student. This fee helps with the costs of processing, insurance, and consumable supplies and also assures you that a space has been reserved for your child. Your check for \$65.00 will not be deposited until parents and director are satisfied with a position for your child. **Once an agreed upon placement is made, the enrollment fee is non-refundable.**

**Utilities and Maintenance Fee:** A fee of \$40.00 per family will be due the first of June. This fee is used to help cover the cost of utilities and janitorial services incurred by First Lutheran Church throughout the school year.

**Monthly Tuition for 2010-2011 School Year:**

One Session Per Week	\$ 60 Per Month
Two Sessions Per Week	\$115 Per Month
Three Sessions Per Week	\$155 Per Month
Four Sessions Per Week	\$180 Per Month
Five Sessions Per Week	\$215 Per Month
Wednesday PM Session w/sack lunch	\$ 60 Per Month

**To Register Your Child in CDO Preschool:**

1. Fill out the enclosed registration form ([download it here](#)) in full, noting your first, second and third choices of class times.
2. Enclose your \$65.00 check for the enrollment fee. **Forms will not be processed without the \$65.00 fee.** The \$40.00 per family Utilities and Maintenance fee is due June 1<sup>st</sup>.
3. Mail your registration with enclosed check to: **CDO Preschool, First Lutheran Church, 1234 SW Fairlawn Rd., Topeka, Ks. 66604**

**Scholarships** are available for those students needing financial assistance. Applications are available from the CDO office and **must be submitted with the enrollment form. Applications received later may not be eligible for consideration.**

**OPEN ENROLLMENT**

**Registration forms are due by Wednesday, March 3 for students that are not currently enrolled.** Processing will begin immediately and will continue until all placements are filled. Please be advised that classes fill quickly. Children whose registration forms are received after this date may not be able to be placed.

Parents will be notified by phone as to their placement.