

Dear Preschool Parents,

CCS has been so blessed to have your little one on campus for preschool classes! Without each sweet little face learning here, CCS would not be complete. It is a privilege not only to help your child begin learning academically, but also to work together to integrate God's Truth into your child's life. As the Admissions Director, I have begun planning for our 2023-2024 school year. It is our desire to have you continue partnering with Conestoga Christian School for your child's education. In this Continuous Enrollment letter, you will receive information about the following:

- Continuous Enrollment
- Preschool and Kindergarten options for next year
- Preschool to Kindergarten Incentive
- Kindergarten Sneak Peek
- Kindergarten Readiness Assessment

Continuous Enrollment:

Here at CCS your student(s) are automatically enrolled for the 2023-24 school year. You do not have to fill out any additional forms – their seat in our classroom is secure. This is our Continuous Enrollment process. They are automatically enrolled. However, we do ask that each family review the personal information in your Parent Portal (FACTS) and contact me if you need to make changes to your student's demographic, medical, or family information.

There is one very important aspect in our Continuous Enrollment process – if you know that your student(s) will not be returning to CCS for the 2023-24 school year, we ask you to contact us before April 1, 2023. This date is important to us for two reasons. First, the administration submits the 2023 budget to the Board of Trustees on April 17, 2023, and we can better create our budget if we know who is and is not returning next year. Secondly, if we know who is not returning for next year we can fill those seats with prospective students. Last year we had a waiting list in several classes because we were full. We are expecting the same thing for next year; full classes and waiting lists. By knowing who is not returning, we can limit those on our waiting lists.

**Families who inform the Admissions Office by April 1 that their student(s) will not be returning to CCS in 2023-2024 will not incur a Transfer of Records Fee of \$150 per student. Families who do not inform the Admissions Office of a student's withdrawal will be charged the Transfer of Records fee. Of course, we know that unforeseen circumstances may happen between April 2 and the start of school in the fall. The administration has the right to waive this Transfer of Records Fee as appropriate.**

***Preschool and Kindergarten options for 2023-2024***

### Kindergarten Options

Option #1 - Full Day: Students attend school for the entire school day (8:00 am -2:40 pm).

Option #2 - Half Day: Students attend school until 12:00 pm.

Option #3 - Flex Day: Students attend school for 3 half days (M/W/F) and 2 full days (T/Th).

Transportation for kindergarten students:

Lisa Gardner, our Transportation Coordinator, will be handling all transportation questions for our kindergarten students. In March Mrs. Gardner will send home a form for you to submit your transportation information. Transportation is provided for students in kindergarten through twelfth grade by 8 different school districts: Coatesville, Daniel Boone, Downingtown, Eastern Lancaster County, Governor Mifflin, Owen J. Roberts, Pequea Valley, and Twin Valley. If you do not live in one of the 8 transporting school districts, contact me about utilizing our school van.

### Preschool Options

Option #1 - 3-year-old 2-day program meets on Tuesdays and Thursdays until 11:30 am.

Option #2 - 4-year-old 3-day program meets on Mondays, Wednesdays, and Fridays until 11:30 am.

Option #3 - Pre-Kindergarten has a 5-day program which meets until 11:30 am.

Option #4 - Pre-Kindergarten Enrichment meets 3 half days (M/W/F) and 2 full days (T/Th).

Our 4-year-old and Pre-K programs offer a Lunch Bunch option as well. Students bring packed lunches and enjoy eating together and extending their day until 12:30 pm.

Preschool students arrive starting at 8:00 am. Class officially begins at 8:30 am.

Transportation at the preschool level is parent drop off and pick up.

### *Preschool to Kindergarten Incentive*

A child who attended preschool during the 2022-2023 school year and enrolls in kindergarten for the 2023-2024 school year receives a \$1000 tuition credit.

### *Kindergarten Sneak Peek*

If you are interested in getting to know more about our kindergarten program, we welcome you to attend our *Kindergarten Sneak Peak* on Friday, February 10, at 8:15 am to “*take a peek into kindergarten!*” Contact me in the Admissions Office to let me know you are coming.

### *Kindergarten Readiness Assessment*

Preschoolers who are currently enrolled in our 4-year-old and pre-kindergarten programs are assessed by our preschool teachers throughout the school year. Your child’s preschool teacher will guide you to make the best decision for kindergarten at parent teacher conferences in February.

It’s a joy to serve the Lord and the families of CCS.

Sincerely,

**Michelle Parris**

*Admissions Director*

**(610)286-0353 x402**