

Steps for Enrollment

Items in Packet:


Welcome Letter	Fee Schedule
Facts Information Letter	Kansas State Health Forms
Registration Form	Emergency Treatment Form

Items Needed Now:

Completed Registration Form
Registration Fee
New Families Sign up for
FACTS any time before
June 1st

Items Needed Later: (before 1st Day of Class)

Completed Kansas State Health Forms (3) **
Completed Emergency Treatment Form **
Activity Fee
Communication App Fee

1. Check out our Early Childhood/Preschool programs.
2. Talk to other parents currently enrolled in the program.
3. Visit your child's potential classroom on the day you want to have him/her attend.
4. Have a discussion at home about whether our Preschool and/or Early Childhood program is right for your family.
5. Fill out the necessary forms.
 - i. Registration Application
 - ii. Kansas State Health Forms (**not needed for current families)
 1. Medical Record Form
 2. History of Immunizations Form
 3. Child Health Assessment Form
 - iii. Emergency Treatment (*must be notarized)
(**not needed for current families)
6. Register online for  account.
7. Submit completed forms and registration fee to the Early Childhood/Preschool office.

* Notary is available in the ECC office, free of charge.

** State health forms not needed for current families, unless there have been changes.





Welcome 2024-2025 Families,

We are thrilled you are considering our Preschool and Early Childhood programs here at Bethany. Childhood is so fleeting; each day we have with them is so precious! Our program offers several options to meet a variety of learning and child care needs.

Bethany's Early Childhood program is open five days a week. What a great opportunity for high quality care in a Christian setting. Our educated and experienced teachers are amazing to watch! Each class follows a predictable schedule so that your child assimilates quickly into their setting. Each child is engaged in hands-on learning activities to augment their fun and learning!

Bethany's Preschool program has one-day to five-day options. Bethany Preschool was established in 1965. Along with the richness of our history, Bethany is a program dedicated to the development of each child. Applied learning encompasses the eight major areas of focus—math, science, music, fine motor/large motor skills, language arts, technology, art and Christian faith development. We are so blessed to have our program infused with the love of Jesus!

Please consider yourself welcomed into our community.

Blessings,

Jennifer Anderson, Director

Bethany Lutheran Early Childhood Center

Bethany Preschool and MDO

"We always thank God for all of you, mentioning you in our prayers."

1 Thessalonians 1:2



Dear Bethany Parents,

Since the quality of our school and its programs are important, we partner with FACTS Management Company to help us manage our tuition payment program. FACTS is used by many schools locally and over 6,000 schools nationally including our sister elementary school (Bethany's K-8th). This program offers greater efficiency and financial stability for the school while providing convenience to families.

Benefits of using FACTS for your tuition payment plan:

1. Flexibility in Payment Dates: You may choose either the 1st or 15th of each month as your payment date. Automatic payments can be made from a checking or savings account or from a variety of credit cards, if applicable. There will be a service fee for credit or debit card payments.

Enrolling in FACTS: You may enroll in FACTS by going online at <https://online.factsmgt.com/signin/4JY99>

FACTS customer 24 hour service line is 1-866-441-4637

2. Convenience & Security: Along with multiple payment plan options, your payments are processed securely through a bank-to-bank transaction.
3. Consumer Account: You may check your personal account or make payments online (if applicable) from the convenience of your home or office anytime.

With FACTS, the school maintains decision-making control. As always, we will continue to work with families should special circumstances or "hardship" cases arise during the school year.

Thank you for your continued loyalty and support for Bethany. We depend on your support in our efforts to provide the highest quality of education for your children. Your continued support and cooperation is appreciated, as we remain committed to our mission.

Please sign up by **June 1st**. If you are currently enrolled in our Early Childhood/Preschool FACTS program, you do not need to re-enroll. If you have any questions feel free to contact our office at 913-648-2228 Ext: 117.

Sincerely,

Jennifer Anderson
Bethany Lutheran Early Childhood Center
(913) 648-2228 x117
preschool@bethany-joco.org

Bethany Lutheran Early Childhood Center Preschool & MDO

9101 Lamar Ave, Overland Park, Kansas 66207

913.648.2228 Extension 117

preschool@bethany-joco.org



ENROLLMENT REGISTRATION 2024-2025

Check desired program:

Beginners' Preschool Kindergarten-Prep Early Childhood (12 months-school age)

Returning student Yes No Enrolling other children Yes No

Student Information

Today's Date _____

Child's Name _____ Male _____ Female _____
First Last

Preferred Name or Nickname _____ Birthdate: Month _____ Day _____ Year _____

Photo Release

Yes. I grant permission for my child's photo to be taken, for intended use of communication devices, display on bulletin boards, school videos and/or newsletters. OR

No. Please do NOT take or use any photos of my child.

Home Address _____ City _____ State _____ Zip _____

Father's Information Primary Contact? Yes No Mother's Information Primary Contact? Yes No

First Last

First Last

Father's cell phone _____

Mother's cell phone _____

Home phone _____

Home phone _____

Occupation/Business _____

Occupation/Business _____

Business phone/Ext _____

Business phone/Ext _____

Email _____

Email _____

Home Address (If different from student) _____

Home Address (If different from student) _____

May we include your contact information for the classroom directory? Yes No

Do you have a faith community? Yes No If yes, name _____

How did you learn about Bethany? _____

Form continued on back

Office Use: Rec'd _____ Classes/Day(s) _____

Confirmation Sent _____ Before Care Day(s) _____ After Care Day(s) _____

Registration Fee _____ # of Children _____ Activity Fee _____

Pay Method/Amount \$

Pay Method/Amount \$

Add'l Notes: _____

Child's Doctor _____ Phone _____

Does the child have any intolerances/allergies? Yes ___ No ___ If yes, please detail _____

Are there any health concerns? Yes ___ No ___ If yes, please explain _____

Does the child have any specialized needs? Yes ___ No ___ If yes, please describe them _____

Child Information

Child lives with _____ Pets _____

Is your child a morning person or night owl? _____ Primary language? _____

Favorite Toy(s) _____ Favorite Book(s) _____

Favorite Song(s) _____ Other _____

Any specific fears? _____

What comforts your child when sad or afraid? _____

Travel experiences _____ Family interests _____

What you would like us to work on with your child? _____

What are your child's strengths, talents, & weaknesses? _____

Other children in the family:

Name _____ Present Age & School _____

Name _____ Present Age & School _____

Name _____ Present Age & School _____

Name _____ Present Age & School _____

Emergency Contacts & Relationships: You must list at least one person-not parent (Persons authorized to pick up this child other than parents or guardians)

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

Before Care: 7:30 - 8:30 am (Available for All Students):

___ Before Care Class 1 (12 months & walking - 2 1/2) ___ M ___ T ___ W ___ Th ___ F
___ Before Care Class 2 (2 1/2 - school age) ___ M ___ T ___ W ___ Th ___ F

After Care: 3:30 - 5:30 pm (Available for All Students)

___ After Care Class 1 (12 months & walking - 2 1/2) ___ M ___ T ___ W ___ Th ___ F
___ After Care Class 2 (2 1/2 - school age) ___ M ___ T ___ W ___ Th ___ F

Preschool Options (student must be completely toilet trained):

___ Beginners Preschool **Full Day** M-F 8:30 am - 3:30 pm For children who are 3 by August 31
 A la carte selection. Choose days desired ___ M ___ T ___ W ___ Th ___ F

___ Beginners Preschool **Half Day A.M.** T/Th 8:30-11:30 am For children who are 3 by August 31

___ Kindergarten Prep **Full Day** M-F 8:30 am - 3:30 pm For children who are 4 by August 31
 A la carte selection. Choose days desired ___ M ___ T ___ W ___ Th ___ F

___ Kindergarten Prep **Half Day A.M.** M/W/F 8:30-11:30 am For children who are 4 by August 31

___ Extended Day Half Day P.M. Tue/Wed 11:30 am - 3:30 pm For Beg-PS (Tue)/K-Prep (Wed)

For Preschool Options we recommend at least 2 days

Early Childhood Options: 8:30 am - 3:30 pm (Indicate 1st, 2nd choice, etc.):

Total # of Days Attending: _____

___ Walkers Class (12 months & walking - 30 months) ___ M ___ T ___ W ___ Th ___ F
___ Runners Class (24 months - 36 months) ___ M ___ T ___ W ___ Th ___ F
___ Play & Learn Class (2 1/2 - 4 by August 31) ___ M ___ T ___ W ___ Th ___ F

Application for Admission

A **\$185** registration fee must accompany each application. Includes an annual FACTS enrollment fee. **All application fees are non-refundable.**

Billing will be handled through FACTS, a third party tuition management company. Payments will be monthly in 10 payments (August 2024 - May 2025).

To set up your FACTS account go to <https://online.factsmtg.com/signin/4JY99>. Select “Create a FACTS account” and follow the prompts to set up an automated payment plan.

There will be a **\$55** fee for each class change.

Parents or Guardians shall give the school office **2 weeks written notice prior to withdrawal of a child.** If this notice is not given, a payment of **one month’s tuition** shall be paid.

I have read and agree with this tuition agreement.

Parent’s Signature _____ **Date** _____

Application process is not finalized until all items, forms and fees are completed and returned to the Bethany Lutheran Early Childhood Center office. Confirmation will then be emailed with the child’s assigned class and days.

2024-2025 Fee Schedule



Monthly payments based on 10 equal installments

	<u>1 child</u>	<u>2 children</u>	<u>3 children</u>
• Registration Fee	\$185 annual	\$280 annual	\$390 annual
• Preschool Activity Fee	\$59 annual		
• Early Childhood Activity Fee	\$29 annual		
• Communication App Fee	\$13 annual		
• Before School Care - Available for All Students Monday - Friday 7:30 - 8:30 am	\$25 per month for each day enrolled or \$15 drop-in fee per day (if available)		
• After School Care - Available for All Students Monday - Friday 3:30 - 5:30 pm	\$45 per month for each day enrolled or \$25 drop-in fee per day (if available)		
• Beginners' Preschool & Kindergarten-Prep Full Day Beginners' PS: Monday - Friday 8:30 am - 3:30 pm K-Prep: Monday - Friday 8:30 am - 3:30 pm	\$225 per month for 1 day a week \$450 per month for 2 days a week \$675 per month for 3 days a week \$900 per month for 4 days a week \$1125 per month for 5 days a week		
• Beginners Preschool (BP) Half Day Tuesday/Thursday 8:30 - 11:30 am	\$230 per month		
• Kindergarten Prep (KP) Half Day MW/F 8:30 - 11:30 am	\$295 per month		
• Extended Day Half Day Tue-BP/Wed-KP 11:30 am - 3:30 pm	\$115 per month		
• Early Childhood Classes (EC) Monday - Friday 8:30 am - 3:30 pm	\$240 per month for 1 day a week \$480 per month for 2 days a week \$720 per month for 3 days a week \$960 per month for 4 days a week \$1200 per month for 5 days a week		
• Drop-In Fees	\$67 per full day Preschool & Early Childhood		
• Change Fee	\$55 per class change		