



**Preschool, Kindergarten, and Play & Learn Extended Day  
A Ministry of First Presbyterian Church  
Program Registration Information  
2023-24**

We are excited to share registration information for our upcoming school year! Please take some time to read through this information and don't hesitate to ask if you have questions or would like to come for a brief tour of the facilities. You and your child are welcome to come by and take a peek at our day.

We are pleased to serve as the Early Childhood program of Providence Christian School, and we welcome families who are seeking to partner with us for their preschool and kindergarten needs in a creative, loving, and fun atmosphere from a distinctively Christian and Classical perspective.

Our registration process will be online beginning February 1 (typically around 8 or 9 am), and **NEW FAMILIES** can follow the steps below to apply (see next page for current family instructions). Our district code is PCS-AL:

- Please go to [www.providencechristianschool.com](http://www.providencechristianschool.com).
- Go to Admissions.
- Go to How to Apply.
- Click on Create an Account to create a user name and password.
- You will receive an email verification link.
- Log in and click on Create a New Student Application.

**If you currently have children enrolled at Providence Christian School or Early Childhood**, you will want to follow the steps below to enroll a **NEW** sibling, beginning February 1. **REMEMBER**, currently enrolled PCS/PEC students are continuously enrolled each year (this includes our students who will be moving to first grade next year) and families only need to notify PCS/PEC if they are **NOT** returning (Opt-Out form is due by February 10).

To enroll a new sibling . . .

- Log in to your FACTS Family Portal
- Go to Apply/Enroll, then Application (New Student)
- “Click here to open Application”
- “Create a New Student Application”

If you have any questions about the enrollment process, feel free to contact Providence Early Childhood (PEC) during morning hours at 334-793-6283 or the PCS admissions office at 334-702-8933.

## Frequently Asked Questions

### **What’s new this year?**

Our traditional morning only kindergarten classes (8:30 – 12:00), which are designed to fully prepare children for their first grade year, will be offered, but we will also continue to offer the new option for a full day kindergarten class (8:30 – 2:30) for those families who may be interested. Please see the preschool and kindergarten program descriptions at the end of these Frequently Asked Questions and note that our **Play & Learn (extended day) hours will be 7:00 am – 5:00 pm**, as needed, beginning in June.

### **Where is the Providence Early Childhood program located?**

The preschool and kindergarten are located in the Providence Early Childhood building behind the main church building at First Presbyterian Church, 3012 West Main Street, Dothan, AL 36305. Contact us at (334) 793-6283 during morning hours or at [bwright@prov-ec.com](mailto:bwright@prov-ec.com). Providence Early Childhood is a ministry of First Presbyterian Church, and is the preschool & kindergarten ministry for Providence Christian School (grades 1-12), which is located at 4847 Murphy Mill Road, Dothan, AL 36303.

### **How will I find out if we have a preschool enrollment spot?**

You will be notified as to whether your child has been accepted soon after registration (generally around the end of February). When you receive your acceptance email, please follow the link and instructions to complete your child's enrollment. This must be completed in order to finalize your acceptance for the upcoming year. If you receive a waiting list notification, please keep in mind that since our registration is early in the year, we **often** are able to place additional children from our waiting pool before the beginning of school in August.

### **How much are the application fees?**

The one-time application fee for new preschool/kindergarten students is **\$150 for preschool/kindergarten only, or \$200 if you also need the year-round Play & Learn extended day hours. This fee is non-refundable, unless there is no opening available at the current time.** Your application fee will be refunded if there is no available opening, and we will place your child's name in the waiting pool should an opening come available. Tuition rates are available on our website and on the program descriptions - **note that the annual tuition figure is divided over a twelve month payment schedule (June- May), and that application fees and summer tuition are non-refundable.**

### **What will I need to do to complete the enrollment process?**

All students enrolled in the preschool/kindergarten must have an up-to-date immunization form and a birth certificate . . . **you will be able to upload those forms into your enrollment packet once accepted.** A brief readiness screening for all new K-4 and Kindergarten students (and any midyear enrollment) is administered upon applying and before an acceptance is completed. If you are enrolling for the before and after school Play & Learn program as well, there will be some additional paperwork as required by the state for extended care.

### **When does the school year start?**

You will find our current year calendar on the website ([www.providencechristianschool.com](http://www.providencechristianschool.com)), and we will post our 2023-24 calendar soon. **If you are enrolling in the year-round Play & Learn program in addition to preschool/kindergarten, your Play & Learn classes/enrollment will start in June.**

### **What is the age cut-off for enrollment?**

Please note that September 1<sup>st</sup> is the age cutoff for all classes. It is important to consider that some children with late summer birthdays sometimes may benefit from retaining a year for confidence and maturity; however, every child is unique and will be considered individually with respect to readiness if such issues arise.

### **Is potty training required for enrollment?**

Yes, children must be potty-trained in order to attend PEC Preschool or Play & Learn extended day which begins in June.

## **May I request a particular classroom?**

Any special request that you might have with regard to classroom placement will be accepted for consideration during the **month of May only** (using the form available from the preschool). Consideration will be given to requests if appropriate or available; however, no requests will be accepted before May, and **placement requests for specific classrooms cannot be assured**. Class lists are released in August, just prior to the first day of school. Keep in mind that staff sometimes changes over the summer months.

## **What are the hours for preschool and kindergarten?**

**School starts at 8:30 and students may arrive as early as 8:20.**

Our pickup time has three carline groups:

Carline A      11:45      K-3 & K-4 students

Carline B      12:00 noon      Kindergarten students & siblings/friends who carpool with them

Carline C      2:30      Kindergarten students

Children who are enrolled in the Play & Learn extended day program or other activities sometimes offered after preschool (such as speech, art, tutoring, etc.) will be accompanied to their next location.

## **Do you offer music classes during the school day?**

Yes, all preschool and kindergarten classes enjoy making a joyful noise in their weekly music class and have fun singing and moving to the beat, learning musical concepts, preparing for programs, and experimenting with instruments.

## **If I enroll in preschool, will the Play & Learn extended day hours be available if needed?**

Openings are limited in the before and after school Play & Learn program, but we most typically have openings available if you are registering during the February registration season and sometimes later in the year as well. Play & Learn childcare classes are year-round, available from 7:00 to 5:00. If you are interested, please be sure to indicate your need on the application. If before and after school childcare is needed and is not available due to a full class, you will be given an opportunity to decline the preschool opening and have your registration payment refunded. **New Play & Learn students** will begin in June or may be accepted throughout the year if any openings remain available. Very limited spaces are sometimes available if you need early morning hours only (7:00 – 8:30).

## Do you offer a Mother's Morning Out Program as well?

We are a separate program from the First Presbyterian Little Lambs program (MMO) which is administered by some wonderful ladies in the FPC Children's Ministry program. Their new registration information is typically available on the FPC church website around March 1. Check them out at [firstpresdothan.com](http://firstpresdothan.com) when March is near.

Thanks so much for your interest!  
Please let us know if we can help in any way!!

Contact Providence Early Childhood Ministry  
at 334 793 6283 during morning hours  
or email Bonnie Wright at [bwright@prov-ec.com](mailto:bwright@prov-ec.com).

Please see the program descriptions for further detailed information

*Providence Christian School and Early Childhood admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students of the school. Providence Christian School and Early Childhood does not discriminate on the basis of race, color, or national and ethnic origin in the administration of its educational policies, admissions policies, financial policies, and athletic and other school-administered programs. Providence Christian School and Early Childhood does reserve the right to select students on the basis of academic performance, religious commitment, philosophical compatibility, and a willingness to cooperate with the Providence Christian School and Early Childhood administration and abide by its policies.*