

MADELEINE PRESCHOOL  
1875 Illion Street, San Diego, Ca 92110  
(619) 276-6545

Dear Parents,

It is our pleasure to invite you to register your child in the Madeleine Preschool for the 2009-2010 school year. Our preschool program is part of the School of the Madeleine's elementary school. Our preschool has been in existence for seventeen years. We are committed to the spiritual, academic, social and physical development of each student. At Madeleine Preschool, we seek to glorify God by providing a climate of nurturing love in a program designed to help each child develop his/her God given potential.

Attached to this packet is an application form, information letter and tuition schedule. An **\$85.00 registration fee** must accompany your application. This fee is non-refundable if your child is accepted into our Preschool.

**A. Application**

The following should be submitted as soon as possible. Applications WILL NOT be accepted today during the Open House. We will begin processing applications for the 2009-2010 school year the week after our January 11th Open House. Applications will be accepted ONLY after they are COMPLETE. The following records should be attached to the Application Form:

- 1) A \$80.00 non-refundable registration fee.
- 2) A photo-copy of your child's State Certified Birth Certificate.
- 3) A photo-copy of your child's yellow immunization card.
- 4) A photo-copy of your child's Baptismal Certificate.

( All photo-copies **MUST** be included with the Application; please supply your own copies, we are unable to make copies in our office)

Applications are considered according to the following guidelines:

- 1) Families with baptized Catholic siblings currently enrolled at School of the Madeleine Elementary.
- 2) Registered and supporting members of St. Mary Magdalene parish; the student be a baptized Catholic; the family regularly attend Sunday Mass at St. Mary Magdalene and contributes an average of \$10.00 per week (\$520.00 per year) during the fiscal year (July 1 to June 30). This contribution should be made regularly during the year (no less then \$40.00 in each month) and not in irregular payments using the envelope system provided by the parish.
- 3) Non-Catholic siblings of currently enrolled School of the Madeleine families.
- 4) Catholic applicants of registered, non-supporting parishioners of St. Mary Magdalene and Catholic applicants of other Catholic parishes.
- 5) All other interested families depending on space availability.

Ability of the school to meet the needs of a particular student is also a consideration.

**B. Acceptance**

You will be informed sometime in May regarding your child's acceptance into Preschool. If you receive a non-acceptance letter, we will return your check.

Sincerely  
Donna Wittouck, **Principal**

Valerie Grove, **Preschool Director**

School of the Madeleine  
 1875 Union Street  
 San Diego, CA 92110  
 276-6545 ext. # 6

**STUDENT APPLICATION**  
**MADELEINE PRESCHOOL**  
 2009 - 2010 SCHOOL YEAR

Student's Last Name:		First Name:		Middle:	
Address:		City:		ZIP:	
Phone:	Sec: M / F	Date of Birth:	Place of Birth:		
Religion:	SACRAMENT Baptism	DATE RECEIVED	CHURCH	CITY/STATE	
Parish:	Envelope #				

FATHER'S Last Name:		MOTHER'S Maiden Name:	
First Name:	MI	First Name:	MI
U.S. Citizen ? YES NO		U.S. Citizen ? YES NO	
Address:		Address:	
City:	ZIP:	City:	ZIP:
Occupation:		Occupation:	
Place of Business:		Place of Business:	
Work Phone #:	EXT #:	Work Phone #:	EXT #:
Religion:		Religion:	

Name & Grade of siblings at Madeleine \_\_\_\_\_

Indicate with an (X) the Preferred sessions based on availability that you want your child to attend:

8:00 - 11:30 A.M. Tuesday and Thursday	8:00 - 4:00 Tuesday and Thursday
8:00 - 11:30 A.M. Monday, Wednesday, and Friday	8:00 - 4:00 P.M. Monday, Wednesday, and Friday
8:00 - 11:30 A.M. Monday through Friday	8:00 - 4:00 P.M. Monday through Friday

Has your child been placed in any special programs Yes No  
 If yes please indicate these programs: \_\_\_\_\_

Significant health / learning concerns: \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

(For school use only)

## PRESCHOOL DAILY SCHEDULE

8:00-8:55AM	Welcoming-Self Selective Activities
8:55-9:00AM	Clean-Up Time
9:00-9:30AM	Circle Time: Language, Math, Science
9:30-10:00AM	Morning Snack and Outdoor Play
10:00-11:00AM	Morning Curriculum Block: Art, Letter Recognition, Sequencing, Sorting, Classifying, Manipulatives
11:00-11:25AM	Circle Time: Music, Movement, Language, Religion
11:25-11:30AM	Hand Washing
11:30-12:15PM	Lunch/Outdoor Play
12:15-12:30PM	Gathering/Story Time/Getting Ready For Rest Time
12:30-2:30PM	Rest Time
2:45-3:00PM	Wake-Up/Put Bedding Away
3:00-4:00PM	Afternoon Snack/Outdoor Play/Dismissal

# Madeleine Preschool

## Tuition Schedule

**\*2008-2009\***

	<u>Monthly</u>	<u>Annually</u>
2 Half Days/ Week Tues/Thurs 8:00-11:30	\$98.00	\$980.00
3 Half Days/Week Mon/Wed/Fri 8:00-11:30	\$149.00	\$1490.00
5 Half Days/Week Mon-Fri 8:00-11:30	\$243.00	\$2430.00
2 Full Days/Week Tues/Thurs 8:00-4:00	\$195.00	\$1950.00
3 Full Days/Week Mon/Wed/Fri 8:00-4:00	\$298.00	\$2980.00
5 Full Days/Week Mon-Fri 8:00-4:00	\$486.00	\$4860.00

**Lunchtime Fees:** Lunch time in Preschool is 11:30am. If your child is enrolled in our morning program and you wish him/her to stay late for lunch, the cost is \$2.50 per day. Your child may stay as late as, but **NO LATER** than 12:15. You will receive a bill early each month for lunch fees incurred for the previous month. These fees are to be paid separately from the monthly tuition.

**Tuition:** Tuition is paid in ten monthly payments from August to May. All families are required to sign a contract and payment plan that commits them to monthly payments. Tuition is due on the first of the month and a late charge is assessed after the tenth.

PLEASE BE ADVISED THAT THERE COULD BE AN INCREASE IN TUITION FOR THE 2009-2010 SCHOOL YEAR. YOU WILL BE ADVISED BY SPRING IF AN INCREASE WILL OCCUR.