

First Lutheran Children's Programs



2019-2020
Registration Packet
Quality Child Care for
Children Ages 12 Months to 12 Years

**A Ministry of
First Lutheran Church**

www.flcp-childcare.org

Program Hours

Program	Program Hours	Calendar	Public School Snow Days	Public School In-Service Days	Public School Vacations	Public School Holidays
Full-Day Toddler Classes	7:00 am to 5:30 pm	Year– round	Open most snow days	Open	Closed some vacations	Closed most holidays
Full-Day Pre-K and Preschool Classes	7:00 am to 5:30 pm	Year– round	Open most snow days	Open	Closed some vacations	Closed most holidays
School Age Care (SAC) Grades K—5	7:00 am to 5:30 pm	Public School Year (&) — see note below	Open most snow days	Open	Open Feb. vacation if enough demand	Closed most holidays

NOTES:

- **Public School** refers to the **Portland Public School System**.
- (&) — Children in **School Age Care (SAC)** are eligible to enroll in our **Summer Day Camp**, which provides care from late June through mid-August. These combined programs provide year-round care.
- All programs are closed for 1 to 1 1/2 weeks at Christmas, 1 week during April vacation, and 1 to 1 1/2 weeks in late August and one **FLCP Staff In-Service** training day.

The Staff

- Qualified, caring early childhood and school age care professionals.
- Many staff have worked at First Lutheran for more than five years.
- All staff are trained in CPR & First Aid.

First Lutheran Children’s Programs :

- Licensed by the State of Maine Department of Human Services. Quality for Maine Step 4.
- Accredited by the Council on Accreditation (COA) for our SAC program and by the National Association for the Education of Young Children (NAEYC) for our Toddler, Preschool and Pre-K programs.
- Admits children of any race, color, gender, national and ethnic origin.
- Well-established program with an outstanding reputation for providing quality care to toddlers, preschoolers, school age care children and youth.

FOR MORE INFORMATION ABOUT OUR PROGRAMS, OR TO ARRANGE A VISIT, PLEASE CALL (207) 797-2260

2019-2020 Tuitions

Admissions Procedure:

1. Please call the office at 207-797-2260 to set up a tour with the program director.
2. Complete the enclosed application form and return with the \$35 registration fee to:
First Lutheran Children's Programs
132 Auburn Street
Portland, Maine 04103

Financial Assistance:

- Limited financial assistance is available. We accept payments from the ASPIRE and Child Care Subsidy (CCSP) programs through the Dept. of Health & Human Services. **We have a cap on the number of slots available for state & FLCP funding.**
- Sibling discounts of 15% are also available if a sibling is attending one of our other programs. The discount applies to the lower tuition.

2018-2019 Rates: Listed below are our current rates. Our 2019-2020 rates are expected to increase by 5-7% and will be approved at our March or April Board Meeting. They will then be published.

Toddler Preschool Programs (2018-2019 Rates)	Daily Rate	Weekly Rate
Caterpillar Class (Ages 1 — 2 years) 7:00 am to 5:30pm	\$83	\$285
Butterfly Class (Ages 2 — 3 years) 7:00 am to 5:30pm	\$83	\$285

Preschool and Pre-K Programs (2018-2019 Rates)	Daily Rate	Weekly Rate
Cricket Class (Ages 3-4 years) 7:00 am to 5:30pm	\$78	\$275
Dragonfly Pre- Kindergarten Class (Ages 4-5 years) 7:00 am to 5:30pm	\$78	\$275

School Age Care Program (2018-2019 Rates)	Daily Rate	Weekly Rate
Before School 7:00 am to 9:00 am	\$28	\$83
After School 3:30 pm to 5:30pm	\$32	\$109
Before & After School 7:00 am to 5:30pm	\$42	\$145

REFUND POLICY

- A 2-week notice to the Registrar is required to withdraw from the program. Tuition payments are required during this notice period. Any unused tuition payments will be refunded.

First Lutheran Children's Programs

First Lutheran offers an **EXCITING** beginning to your child's early education! We also offer a **QUALITY**, fun and caring place for children and youth during times away from parents and out of school time.

Toddler Program (Ages 1-3)

- Accredited by NAEYC
- Full-day care for children ages 1 to 3
- Developmentally appropriate curriculum
- Warm, nurturing, safe and creative learning environment
- Story time
- Art, music, dance and sensory activities
- Daily outside play (weather permitting)
- Healthy, nutritious snacks
- Teacher to child ratio of 1 to 5
- Afternoon nap
- Parent/Teacher conferences

Pre-K Program (Ages 4-5)

- Accredited by NAEYC
- Developmentally appropriate curriculum for ages 4-5 (child & teacher driven, incorporating children's interests)
- Warm, caring, safe and creative learning environment
- Environment that fosters independence, self-esteem, self-control, and love for learning
- Handwriting Without Tears program
- Focus on social & self-help skills, independence and self-esteem
- Creative and hands on learning centers
- Monthly enrichment programs
- Variety of materials, books and hands-on activities
- Free choice play
- Daily outside play (weather permitting)
- Healthy, nutritious snacks
- Teacher to child ratio of 1 to 8
- Parent/Teacher conferences
- Introduction to basic skills in pre-reading, math, science and social studies

Special Facts About All Our Programs

- Not-for-profit
- Christian atmosphere (non-denominational)
- Parent involvement encouraged but not required
- Competitive tuition
- Monthly newsletters
- Special events
- Awesome, fenced playgrounds
- On-site woods to explore
- Basketball hoop & large hardtop play area

Preschool Program (Ages 3-4)

- Accredited by NAEYC
- Developmentally appropriate curriculum for ages 3-4
- Teacher to child ratio of 1 to 7
- Structured play and social interaction
- Hands on learning centers
- Focus on social skills, independence and self-esteem
- Creative and hands on learning centers
- Warm, safe, nurturing and creative learning environment
- Creative art projects and dramatic play
- Daily outside play (weather permitting)
- Parent/Teacher conferences
- Monthly enrichment programs
- Healthy, nutritious snacks
- Variety of materials, books and hands-on activities

School Age Care Program (Ages 5-12)



CREDIBILITY • INTEGRITY • ACHIEVEMENT

- Emphasis on building relationships between children and adults
- Staff to child/youth ratio of 1 to 10
- A balance of large, small and individual activities
- Healthy, nutritious breakfast & snack
- Many and varied daily choices of activities
- Daily outside play (weather permitting)
- Accredited by Council on Accreditation

Application



Child's Full Name: _____ M/F ____ **Birth Date** ____ / ____ / ____

Grade/Class (Sept. 2019) _____ Date Form Completed: ____ / ____ / ____

Primary Address: Street _____

Town _____ State _____ Zip _____

Father's/Guardian's Full Name: _____

Home Address: *Please check if same as primary* _____

Street _____

Town _____ State _____ Zip _____

Place of Employment: _____

Home Email: _____ Work Email: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Mother's/Guardian's Full Name: _____

Home Address: *Please check if same as primary* _____

Street _____

Town _____ State _____ Zip _____

Place of Employment: _____

Home Email: _____ Work Email: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Emergency Contact's Full Name: _____

(NOT Parent/Guardian)

Relationship: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Please Complete Other Side

FOR OFFICE USE ONLY

Reg. Fee: : _____

Date: _____

Check #: _____

Application



Child's Name: _____ Date Form Completed: _____

Please check the days your child will attend our programs:

Toddler & Full-Day Preschool Programs (*)	M	T	W	TH	F
Toddler Class (7:00 am—5:30pm) (Ages 1 to 2 years old)					
Toddler Class (7:00 am—5:30pm) (Ages 2 to 3 years old)					
Preschool Class (7:00 am—5:30pm) (Ages 3 to 4 years old)					
Pre-K Class (7:00 am—5:30pm) (Ages 4 to 5 years old)					

(*) — Age cut off for classroom placement is based upon October 15, 2019

School Age Care Program (grades K through 5th)	M	T	W	TH	F
Before School (7:00 AM - 9:00 AM)					
After School (3:30 PM - 5:30 PM)					

Please indicate if your child will need financial assistance.

My family will be applying for the ASPIRE and/or Childcare Subsidy programs through DHHS:

Yes _____ No _____

My family would like to be considered for scholarships from First Lutheran Children's Programs:

Yes _____ No _____

Please note that all financial aid spots (both FLCP & State funded) for the 2019-2020 program year are already full.

Please Complete Other Side