

Hunters Glen Baptist Church Childhood Learning Center Enrollment Packet 2020-2021

4001 Custer Road Plano, TX 75023 PHONE (972) 519-0365 FAX (972) 519-8336

Enrollment Information Intent to return 2020-2021

Thank you for choosing to enroll your child at Hunters Glen CLC. Open enrollment for the **2020-2021 school year** begins February 3rd registration is on a first-come, first-served basis.

Our program's school year begins in August and runs through the end of May. We offer several programs: **CLC school day** 9:00 am to 2:00 pm, **AM Care** 7:00 am to 9:00 am, and **PM Care** 2:00 pm to 6:00 pm. Our center operates Monday-Friday 7:00 am until 6:00 pm. All children must sign up for the 9:00 am to 2:00 pm school day program and have the option to add the AM and/or the PM programs. We have a limited number of spots available for AM Care and PM Care. Extended care is not a drop-in option. You must sign up for this option.

HG CLC will follow the PISD calendar for holidays and closings with the exception to our start date. The 2020-2021 HG CLC calendar is published and posted to our website.

Returning children will need to submit the following: **Intent to return form** (this page), completed **Enrollment Agreement (the back of this form)** and payment for registration fee. We cannot accept Enrollment Packets or Enrollment Agreements without payment. **The registration fee is non-refundable.** Payments can be made online or with a check, payable to **HG CLC**. Please return this form by February 28th.

*Open enrollment will close at the end of May and our waitlist will open. If you enroll after May, you will be added to our waitlist. If you are waitlisted, we will contact you if an opening is available. All new children must submit a completed **New Student Enrollment Packet** and must submit payment for the registration fee.*

Please indicate below your intent to return for the 2020-2021 school year, return this form to your child's teacher or to the office before February 28th to ensure your spot for next year.

My child _____ **will** be returning for the 2020-2021 school year.

My child _____ **will not** be returning for the 2020-2021 school year.

If you would like to make a friend, teacher or class request please do so in the space below. Classes are formed based on enrollment. Every attempt will be made to honor all request, but we can not guarantee all request will be possible.

We know you have a choice as to where to place your child and we consider it a privilege to teach your child and to minister to your family. Thank you for sharing your children with our CLC team. We are looking forward to an exciting year!

In His Service,

Amanda Christiano

Amanda Christiano, Director, HGBC Childhood Learning Center

Amanda.Christiano@huntersglen.org
972/519-0365

Child's Name _____ Shirt Size _____
 Address _____ Date of Birth _____ Age _____
 Church membership/attendance () HGBC () Other _____ () None
 Mother's Name _____ Phone (C) _____ Cell phone carrier _____
 Occupation/Employer _____ Business Phone _____
 Father's Name _____ Phone (C) _____ Cell phone carrier _____
 Occupation/Employer _____ Business Phone _____

Emergency Contact & Authorization to Pick Up information. (person other than the parent)

Name _____ Phone # _____
 Relationship _____ DL# _____
 Address _____
 Name _____ Phone # _____
 Relationship _____ DL# _____
 Address _____

*I authorize the **Hunters Glen Childhood Learning Center** to release my child to leave the childcare operation **ONLY** with the above persons after verification of ID.*

Tuition Information

REGISTRATION FEE: \$125 Registration Fee is non-refundable

SUPPLY FEE:

Two Days or Three Days \$125 Four Days or Five Days \$175

TUITION CHARGED PER MONTH:

Two Days \$274 Three Days \$346 Four Days \$429 Five Days \$536

Days Attending: Monday Tuesday Wednesday Thursday Friday

EXTENDED CARE AM (7AM – 9AM) CHARGED PER MONTH

Two Days \$59 Three Days \$82 Four Days \$101 Five Days \$126

Days Attending: Monday Tuesday Wednesday Thursday Friday

EXTENDED CARE PM (2PM-6PM) CHARGED PER MONTH

Two Days \$126 Three Days \$164 Four Days \$202 Five Days \$252

Days Attending: Monday Tuesday Wednesday Thursday Friday

Tuition is due on the first of the month and will be considered late after the 10th. A late fee of \$25 will be assessed if payment is not received by the 10th. Tuition cannot be adjusted nor will make up days be allowed due to holidays, vacations, illness or bad weather closings.

Allergy Statement:

My child has a sensitivity intolerance allergy to _____.

If allergy is indicated above, I will provide:

allergy plan signed by a doctor Epi Pen with prescription Benadryl

I understand I must provide the above items before the first day of school. I understand my child will not be able to attend HG CLC w/o an allergy plan signed by a physician.

___ I will provide a current immunization record prior to my child's first day of school.

___ If my child is 4 years or older, I will provide documentation of a vision & hearing screening upon enrollment.

___ I have read the parent handbook posted online at huntersglen.org/clc

By signing below, I agree to the terms and conditions stated on this form.

Parent/Guardian Signature

Date