



Berkeley Township Recreational Preschool Program

Registration Packet

630 Rt. 9 Bayville, NJ 08721



Welcome to
Preschool

Mayor Carmen Amato presents:
The Berkeley Township Recreation
Preschool Program

630 Rt. 9 Bayville, NJ 08721 (732) 269-4590 or (732) 269-4456

POLICIES & PROCEDURES



SNACKS: Parents are responsible for providing a healthy snack for their child to enjoy during snack time. Please send your child to preschool with a snack in a lunch bag that is labeled with their name. Desired snacks are fruit, yogurt or pretzels and bottled water or juice boxes. THERE ARE SEVERAL CHILDREN WITH SEVERE PEANUT ALLERGIES, SO PLEASE BE ADVISED THAT SNACKS WITH PEANUTS OF ANY KIND ARE STRICTLY PROHIBITED.



PICKING UP YOUR CHILD: Please pick up your child at 11:30 am. Weather permitting, we will have the children play outside on the playground. During these days, please be sure to sign your child out and collect their backpack. Please be advised that your child will only be released to a parent or guardian unless authorized by you in writing. If we do not recognize the person picking up your child, we will ask for a photo ID. This is done to ensure the safety of your child.



POTTY TRAINING: All children must be potty-trained or in pull-ups. Recreation staff is not allowed to change diapers. If your child has an accident, the parent will be called to come in and assist your child.



EXTENDED ABSENCES: If your child will not be attending the preschool program for an extended period of time, please contact the recreation department to let us know.



CALENDAR: The Preschool Program follows the Berkeley Township School District calendar. We will be closed during their designated times, and closed on all half days. However, since the Recreation Building is a public facility, there may be some days that we are not able to have preschool, depending on the event. We will give sufficient notice to parents if this occurs.



The Berkeley Township Recreation

Preschool Program

Payment Schedule

\$140 every six weeks

The first day of preschool is Wednesday, September 7, 2016

1st payment is due at registration

October 17, 2016

November 28, 2016

January 16, 2017

February, 27, 2017

April 18, 2017

May 26, 2017 * Adjusted payment



The Berkeley Township Recreation

Preschool Program

Daily Schedule



- **Drop-off:** 9:00 am
- **Free Time:** Coloring, blocks, play-doh, books, puzzles, Legos & much more!
- **Clean up:** Children will assist in cleaning up their stations to help keep our classroom clean and organized
- **Pledge of Allegiance**
- **Weather Frog**
- **Circle Time:** Days of the week, alphabet, counting, story time, singing, show & tell (once a month)
- **Clean up:** Children will take a group bathroom break and wash up for snack time
- **Snack Time**
- **Craft/Project**
- **Seat Work:** Letter of the week, numbers and colors
- **Pack up:** Children will pack up their seat work and/or craft into their folders and pack up their book bags
- **Play Time/Playground fun!** (Weather permitting)
- **Pick-up:** 11:30 am

The Berkeley Township Recreation

Preschool Program

Authorized Pick-Up Form

Child/Children's Names:

I give the following people permission to pick up my child(ren) from the Berkeley Township Recreation Preschool Program.

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Parent Signature: _____

The Berkeley Township Recreation

Preschool Program

Photo Release

On occasion, we may take photographs of the Preschool children for our literature, website or Facebook page. Please let us know if we may include your child.

Photo Release Form for Minors (if under 18)

The Berkeley Township Recreation Preschool has my permission to use my or my child's photograph publically to promote the school. I understand that the images may be used in print publications, online publications, presentations, websites and social media. I also understand that no royalty, fee or other compensation shall become payable to me by reason of such use.

Parent/Guardian's signature: _____ Date _____

Parent/Guardian's Name: _____

Child's Name: _____

Phone Number: _____

My child DOES _____ DOES NOT _____ have my permission to be photographed.



Mayor Carmen Amato presents

The Berkeley Township Recreation Preschool Program

Monday, Wednesday & Friday

9:00 – 11:30 am (For 2 ½ to 5 year olds)

\$140 per child per 6 weeks



Registration form

Please print:

Child's Name _____ Age: _____ Date of Birth : _____

Child's Name _____ Age: _____ Date of Birth : _____

Address: _____

Phone numbers: _____

Emergency contact (name and number) _____

List any allergies or special needs: _____

Each child needs to bring a beverage and a snack to each session

Agreement to participate

I, the parent or guardians of the above named child(ren), hereby give my approval to participate in the activities associated with the preschool program. I assume all risks and hazards incidental to such participation, including transportation to these activities and do hereby waive, release, absolve, indemnify and agree to hold harmless Berkeley Township and all of its employees, participants, etc. whether the result of negligence or any other cause.

Parent or Guardian Signature: _____

Parent or Guardian Name (Please print): _____

For office use:

Amount Paid: _____ Check # _____ Cash: _____ Receipt # _____