

LINGLESTOWN CHRISTIAN NURSERY

ADMISSION POLICIES

1. LCNS does not discriminate in providing services to children and their families on the basis of race, color, national origin, political beliefs, or marital status.
2. Children must be class age before September 1.
3. To enroll in Transitional Kindergarten, children must be 5 before September 1. (Children who turn 5 in September and October may be considered at the discretion of the Director.)
4. Please provide the school with a copy of any **custody papers**, which will be kept in the child's confidential file.
5. Registrations for current Linglestown Christian Nursery School families and active Linglestown Life UMC families are accepted February 1 to 7.
6. Registrations for LCNS alumni are accepted February 8-14.
7. Beginning February 15 registrations are accepted from the general public.
8. In case of a closure or delay Registration Days and Open Houses will be rescheduled for the next regular school day.
9. Complete a Registration Form and return it with the registration fee. **This fee is neither refundable nor applicable toward tuition.**
10. The "Early Bird" registration fee is available between February 1 and April 30. After May 1 the regular fee is charged.
11. If openings remain in a class, new students may register at any time during the school year, within reason. The registration fee will be required regardless of when the registration takes place.
12. If a child is registered to start class before the 15th of the month, full tuition will be charged. If a child is registered to start class after the 15th of the month, half a month's tuition will be charged.
13. Families and prospective students shall schedule an appointment with the Director to take a tour of the school to learn about our curriculum, philosophy and policies.
14. Complete all forms and return with the first month's non-refundable tuition due on July 1.
15. Complete the Emergency Contact Form.
16. Attend Student/Family Orientation in September.

REFERRALS TO OUTSIDE SOURCES

Although LCNS does not employ anyone with a Special Ed degree, its staff does consider itself observant enough to recognize the potential for a problem in a child's development. LCNS makes no diagnosis as to whether a child may have a learning disability, but may encourage the parent to contact an outside source. Parents need to understand that LCNS cannot make a request for evaluation on its own, but that request must be initiated by the parent.

The position of LCNS is to work with and assist in all areas possible when dealing with a child with special needs. However, it is important to understand that LCNS is not, nor does it represent itself as being a specialized school for children with special needs. The scope of our ability to help is limited to the fact that it does not take away from the education of other students within the teacher's scope of training.

Once an IEP (Individual Educational Plan) or IEIP (Individual Early Intervention Plan) has been developed for a student, the parent should give LCNS a copy of this document. Any information derived from this document will be kept in confidence. The staff of LCNS endeavors to work collegiately with the staff of your child's outside resources.

Finally, it is understood that the scope of these referrals would not be limited to just educational observations, but may also include emotional, physical, and spiritual. It is the hope that LCNS will minister to the child as a whole.

INCLUSION

Our goal is to provide a happy and wholesome school experience for preschool children within a Christian atmosphere. LCNS makes every effort to be an inclusive environment for children with special needs. All children are valued and welcomed to participate to the best of their ability. We believe that all children learn from each other and we strive to provide a safe place for every child. The program is flexible, permitting the teacher to plan activities for the needs and abilities of the particular children in the class.

Children are welcome to attend our program if we can provide for their needs with reasonable accommodations. However, we recognize that not every school setting is the ideal place for every child, and we are not staffed at the present time in such a way as to provide 1-1 care that may be required. We will deal with each special needs child on an individual basis.

Some children enrolled in our program receive developmental and educational services through various outside agencies. Physical, occupational, speech, and educational therapists as well as social workers and psychologists may offer services to children in the classroom or outside the classroom. When services are offered in the room, the activities appropriately coincide with other class activities.