



## Checklist to begin

1. Registration, make sure your registration form is complete and has accurate addresses and phone numbers for all people listed on the form. Please make sure you have paid the supply/registration fee for the school year.
2. Signed handbook form. This is attached to the handbook (online) or can be given out at school.
3. Proof of birth- we need a copy of your child's birth certificate, passport or proof of birth letter from the hospital for enrollment.
4. VA school entrance form that is current. Most pediatricians will print one out for you if your child is up to date with well visits.
5. School supplies: 2 large (Elmer's preferred) glue sticks, 2 containers of surface wipes (less chemicals, more natural preferred ), 2 packs of baby wipes (used for cleaning hands during craft projects- most natural preferred), 2 boxes of tissues, 1 water color set (crayola preferred), and one container of Mrs. Meyer's hand soap (this is the brand that is safe for all skin types.)
6. ALL day students (other than Kindergarten age students) can bring a pillow with removable pillow cover and any snuggle items for their rest time. We will provide all cots, sheets and blankets, as well as wash them each week. Please send all items labeled and only send rest items that may stay at school for the year, not sent back and forth during the week. Kindergarten students do not need nap items.
7. Extra clothes- include: a shirt, leggings or pants, shorts, a pair of socks and underwear. Please label the items, they can be placed in a ziplock bag and left in your child's cubby.

8. Daily lunch and snack- Each day your child will need a snack and drink. All day students will need lunch as well. Currently there are no restrictions on what children can bring (no allergies). If that changes you will be notified. It is much easier for the children to tote their lunch/snack in a lunchbox/bag. We will reheat already cooked food in the microwave if you send in instructions and place the item in a microwave safe container. If your child needs a spoon or fork for their lunch, please send that with them in their lunchbox and label their containers and water bottles.
9. Tuition is always due by 8:30 on the 5th of each month unless otherwise specified. For the months of September-May, the annual tuition is broken down into even installments for easier bookkeeping. August tuition is listed below and due on the first day of school listed in the school calendar for your child. Checks are made payable to LUMC (Lower United Methodist Church). Many parents choose to postdate checks and turn them in at the beginning of the year. We will return post dated checks at any time if your student no longer attends or upon request. Online payments are accepted and information is provided at open house.

Below is listed August tuition as well as the regular monthly amounts for September - May.

Program	August	September - May
Tu/Th full day	\$180	\$360
MWF full day	\$270	\$540
Mon-Fri full day	\$360	\$720
Tu/Th half day	\$110	\$220
MWF half day	\$165	\$330
M-F half day	\$250	\$500
Early drop off	\$25	\$45

Early drop off students can be brought as early as 7:45. Regular time students can be dropped off after 8:25.