



**101 Fee Street
Berea KY 40403**

859.986.3485

Dear Parent/Custodian,

Thank you for your interest in Sunshine Friends Preschool. Our preschool is an outreach program of the Berea United Methodist Church and we look forward to meeting your student.

At Sunshine Friends Preschool, we understand preschool is often a student's gateway into formal education. We facilitate play in conjunction with education. Students will be introduced to various skills including learning colors and numbers in multiple languages (English, Spanish and American Sign Language). Students will work towards recognition of their name and friends names. We have group story, art, and music time. Berea United Methodist Church Staff regularly assist in leading Bible Story time, facilitating music, and discussing special holidays. We also have exercise and playtime (indoor and outdoor) for gross motor skills. Sunshine Friends Staff take students on local educational field trips. Parents are encouraged to participate in field trips, holiday parties and any events as they desire.

Sunshine Friends is a Christian preschool, not a day care service, thus students must be toilet trained before attending. We primarily follow the Madison County school schedule, beginning in the Fall and ending in the Spring (no summer session offered). We do not provide transportation to or from preschool.

Enrolling in Sunshine Friends requires (1) completing the Registration Form and (2) submitting the registration fee to the Berea United Methodist Church Office. The non-refundable registration fee is \$100. Tuition fees are \$2,000 a year, payable \$200 per month (due on the first of each month) or \$1,000 per semester (due on the first of each semester). Payments can be made by check to Sunshine Friends Preschool and submitted to the Church Office, or paid through the church website. Students may withdraw within the first two weeks of class without penalty.

Early registration increases your student's chance of being placed in the preferred class/session. Once the classes are filled, students will be placed on a waiting list. Sunshine Friends Preschool Staff will contact the student's parent/custodian to further discuss enrollment and class/session preferences. Your student's teacher will contact you before school begins to set up a visit and get better acquainted.

If you have any questions, please contact us through the Berea United Methodist Church Office.