

OAKCREST CHRISTIAN DAY SCHOOL

DATE ___/___/___

Child's name 1 _____ T W TH-D.O.B. ___/___/___ M F age _____

2 _____ T W TH-D.O.B. ___/___/___ M F age _____

3 _____ T W TH-D.O.B. ___/___/___ M F age _____

PARENT #1

PARENT #2

NAME _____ NAME _____

CELL # _____ CELL # _____

WORK # _____ WORK # _____

HOME # _____ HOME # _____

EMAIL _____ EMAIL _____

JOB TITLE _____ JOB TITLE _____

PARENTS DIVORCED Y N IF YES-CUSTODIAL PARENT _____

HOME ADDRESS _____ CITY _____ ZIP _____

EMERGENCY CONTACTS

NAME _____ RELATIONSHIP _____

PHONE #s _____

NAME _____ RELATIONSHIP _____

PHONE #s _____

NAME _____ RELATIONSHIP _____

PHONE #s _____

To release your child to anyone other than persons listed above, the office must be notified prior to pick up. They must have identification.

ALLERGIES 1. _____ REACTIONS _____

2. _____ REACTIONS _____

3. _____ REACTIONS _____

MEDICATIONS TAKEN? _____

HAS YOUR CHILD BEEN LEFT WITH OTHER PEOPLE? _____ ARE THERE ANY EMOTIONAL/

BEHAVIORAL PROBLEMS? _____ ARE THEY SCARED OF THE DARK? _____ ARE THEY

SHY? _____ DO THEY NAP? _____

POTTY TRAINED? 1. _____ 2. _____ 3. _____

PAYMENT OPTIONS

YEARLY COST: If you are interested in paying for the whole year, the cost would be \$745* for one day per week, \$1490* for two days per week and \$2235* for all three days.

PER SEMESTER COST: If you would like to pay for a semester at a time, the cost would be: FIRST SEMESTER - \$330* for one day a week, \$665* for two days and \$1000* for all three days. SECOND SEMESTER: \$415* for one day, \$835* for two days and \$1255* for all three days.

* Discounted price for lump sum payments.

MONTHLY COST: If you pay by the month, you are paying 1/9 of the yearly cost per month. This consistent amount is for your convenience and has no bearing on how many school days are in a particular month. When you enrolled, and signed the financial waiver this is the commitment you made.

The monthly cost- \$85 for one day, \$170 for two days, and \$255 for all three days.

Oakcrest MDO Policies

1. Registration fees

\$20 per child / one day a week

\$25 per child / two days & \$30 per child / three days.

2. Monthly tuition & fees

\$85 per month / one day enrolled.

\$170 per month / two days enrolled.

\$255 per month / three days enrolled.

\$25 drop- in fee. This is a space- available basis only.

Please check with the director for availability.

\$5 per child for every 5 minutes if you are consistently late in picking up.

\$15 will be collected for returned checks.

*Tuition is due on the first enrolled day of the month. A \$15 late fee will be applied if not received by the 15th of the month. If you need to make other arrangements, please see the director.

*Monthly tuition fees are an average based on the total number of school days in a year. Some months are longer so instead of paying different amounts each month this constant average amount is for your convenience. Your monthly tuition is to hold your child's reserved spot. Payment is expected regardless if you miss a day. This income is used to pay our teachers payroll, insurance and operating expenses. If your family needs to take an extended leave of absence, please discuss it with the director.

*You are required to inform the director by the 15th of the month if you plan to withdraw from our program or pay the following month's tuition.

3. Operating hours are 9:30 to 2:30, Tuesdays, Wednesdays and Thursdays. Please do not bring your child before 9:30. Teachers use this time to get prepared for the day and have a short morning devotional / prayer.

4. We observe Moore Public Schools holiday breaks. If Moore schools close for bad weather, we will as well. You will be notified if we choose to remain open.

5. What to bring-

*Please send your child a lunch and drink along with proper utensils.

*Do not send gum.

*1 year olds will need a blanket for nap time.

*2s & 3s need a nap mat / sleeping bag & blanket.

*Each class will have a supply list at the beginning of each semester.

Label everything. Lunches, bags, blankets, nap mats, pacifiers, bottles, coats, cups, etc...

We mean everything!

Send an extra set of clothes and shoes. Accidents happen!

If you would like to bring special treats for your child's birthday, please talk with their teacher first.

Oakcrest MDO Policies

6. DO NOT SEND SICK CHILDREN.

*Keep your child home if they have any cold / flu symptoms.

*Fever, vomiting, diarrhea experienced on a Monday means **NO SCHOOL ON TUESDAY**. There needs to be a 24 hour illness free period. (without medication)
Our teachers do their part with sanitizing and cleaning as well as staying home when they are ill, we ask that you do the same.

*If your child becomes ill while with us, they will be isolated and made as comfortable as possible until you arrive.

*If your child has a special need, such as medication or severe allergies please inform the teacher and director. Make sure it is written on the enrollment form as well. Medication that is to be given at school **MUST** be accompanied by written instructions signed by a parent.

7. Discipline Policy

We use time out appropriate to the child's age. Repeated problems will be discussed with the parents.

*If you child deliberately injures another child- 1st offense- time out and parent notified.
2nd offense- child sent home for the day.

Repeated incidents may result in expulsion from our program.

8. We want the Oakcrest MDO experience to be a happy time for your child. Please prepare them for being left and leave the room as quickly as possible, even if they are crying. This gives the teacher a chance to comfort them and build a trusting relationship. They usually settle down in a few moments. If they remain upset for an extended time, we will call you.

9. Doors will remain locked thru-out the day. If you need to drop off / pick up at a different time, there is a doorbell on the right side of the door frame. Or you may call when you arrive.
405.602.6863

10. If since enrolling you have decided not to participate in our program, please notify us as soon as possible so we may open the spot up to others. Or if you are not able to start on opening day please let us know so we can hold your place.

parent / guardian signature

date

We look forward to a blessed school year and thank you for sharing your child with us.
DIRECTORS- KRIS O'DELL, RENEE SPENCER & PENNY SLEDGE

private FB page- OAKCREST CHRISTIAN DAY SCHOOL

OAKCREST MDO POLICIES - PARENT COPY

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Doctor's name/number _____

Medical Insurance Company/card number, etc. _____

I hereby give permission for emergency medical treatment for my child, in my absence, while in the care of Oakcrest Christian Day School (Mothers' Day Out).

Parent signature: _____

OAKCREST MOTHERS' DAY OUT
FINANCIAL RESPONSIBILITY AGREEMENT

Payment will be made on the first Tuesday, Wednesday, or Thursday of the month that school is in session, by cash, check or money order.

I am expected to pay a late fee of \$5 if payment is not received by the 15th of the month. (Sept. and Jan. are exceptions due to late start dates.)

The monthly fees are an average based on the total number of school days in the year
Divided by the 9 months. This constant averaged amount is for my convenience.

This is why I pay the same in the months with fewer school days (such as Dec. or May) as in the months with more than the average number of school days (such as Feb. or April.)

I am expected to pay even for days my child is absent, because the school has reserved a spot for me and the income is used to pay their teachers.

A fee of \$15 will be charged for returned checks.

A late fee of \$5 per child for every 5 minutes will be collected if I am late picking up my child.

I understand the above and agree to abide by these guidelines.

Name _____ Date _____

CHILD INFO SHEET

NAMES AND AGES OF CHILDREN IN THE FAMILY

PREVIOUS GROUP EXPERIENCES

DOES YOUR CHILD PLAY WELL WITH OTHERS

DOES YOUR CHILD SLEEP IN A CRIB OR BED _____

POTTY TRAINED? _____

DOES YOUR CHILD ASK TO USE THE BATHROOM _____

CAN YOUR CHILD USE THE BATHROOM INDEPENDENTLY _____

CAN YOUR CHILD VERBALLY COMMUNICATE THEIR NEEDS _____

HOW IS YOUR CHILD COMFORTED _____
(ex. blanket, animal)

LIST YOUR CHILD'S STRONGEST QUALITIES _____

ANY AREAS OF CONCERN _____

AS YOUR CHILD'S TEACHERS, WE ARE SO EXCITED TO HAVE THEM IN OUR CLASS.
PLEASE LET US KNOW IF THERE IS ANYTHING WE CAN DO TO HELP

Oakcrest Christian Day School 2022-2023

- Sep 01 Open House
- Sep 6 1st Day of School
- Sep 15 Picture Day

SEPTEMBER 2022						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JANUARY 2023						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Jan 3 Return to School
- Jan 19 Pajama Day

- Oct 6 Orr Family Farm: 4's class
- Oct 18-20 Fall Break
- Oct 27 Halloween Party

OCTOBER 2022						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

- Feb 9 Valentine Party
- Feb 22 Super Hero Day

- Nov 22-24 Thanksgiving

NOVEMBER 2022						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MARCH 2023						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- Mar 7 Summer and Fall Enrollment
- Mar 14-16 Spring Break

- Dec 15 Christmas Party
- Dec 20-29 Christmas Break

DECEMBER 2022						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2023						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- April Community Helpers Month

MAY 2023						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- May 11 Program Day and Last Day of school

2023 Summer Session Begins June 6th!