

Ford's Chapel Learning Center 2026-2027

(Please keep this page for your records)

280 Ford Chapel Dr

Harvest, AL 35749

Email: fordschapellc@gmail.com

256-864-0888

Hello Parents,

It's time for registration for our upcoming school year and we would love to have your child continue/join our program!

The registration fee of \$100 is **non-refundable**.

- 1) Our hours are 9:00am to 1:00pm Monday through Friday, with optional Extended Care until 4:00 for an additional fee. The afternoon car rider line starts at 12:55pm. There will be a **\$1.00/minute** late fee applied for any pickups after 1:15pm.
- 2) Your child's spot cannot be held without the paid registration fee (**cash only**) and you will not have a spot until payment is received.
- 3) Our tuition is a flat monthly fee and is not adjusted for holidays, child illness, vacation time, weather, or any other reason. No month will be prorated regardless of the program schedule. **Tuition is due the first of the month and may be paid via check, cash or PushPay. A \$30.00 late fee per child will be applied to your child's account if tuition is not paid by the 10th of each month. Returned check fees are \$40.00.** Checks should be made out to FCLC. **Ford's Chapel Learning Center is a self-supporting, non-profit organization.**

2025-2026 Rates are as follows:

Tuition Rates		Extended Care Rates	
2 days per week	\$250/month	Scheduled Days	\$20/day
3 days per week	\$350/month	Drop-In Rate	\$25/day
5 days per week	\$500/month		

A Kindergarten book fee of \$195 is required for each Kindergarten student and must be paid with registration fee.

A Pre-K book fee of \$130 is required for each Pre-K student and must be paid with the registration fee. **All registration and book fees are non-refundable.** ***Book fees are subject to change per Abeka pricing.***

- 4) **All forms, including up-to-date immunization certificate (blue card), must be turned in prior to the first school day.**
Your child will not be able to start school until all forms are turned into the office.

To include:

- *Registration form
- *Extended Care form
- *Immunization form - UP TO DATE
- *Tuition and Fees Parent Contract
- *Discipline Policy
- *Handbook Policies and Procedures
- *Picture Permission form
- *Affidavit for Parent/Guardian - NOTARIZED
- *Parent Consent for Emergency Medical Treatment
- *Child medical Report - MUST BE SIGNED BY PHYSICIAN (DHR requires a new one every year)

- 5) Classes may be subject to change based on minimum enrollment requirements. Parents will be contacted as soon as possible if a change is needed for your child's class.

- 6) Four year old class, Pre-K, and Kindergarten must be **potty trained** (underwear only, no pull-ups).



Ford's Chapel Learning Center
Preschool and Kindergarten
2026-2027



REGISTRATION FEE IS \$100. ADDITIONAL SIBLINGS WILL RECEIVE A DISCOUNT REGISTRATION FEE OF \$85. THIS FEE IS NON-REFUNDABLE AND MUST BE CASH OR CHECK ONLY. FORMS WITHOUT FEE WILL BE RETURNED.

DATE _____

6 weeks-12 months, 1's, 2's, 3's, & 4's ___ Monday/Wednesday/Friday ___ Tuesday/Thursday ___ Monday-Friday	Pre-K ___ Monday-Friday	Kindergarten ___ Monday-Friday
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Child's Name: _____ Birthdate: _____
(Last) (First) (Middle)

Address: _____ City: _____ Zip: _____

Primary Phone: _____ Email: _____

Child's Legal Guardian: ___ Both ___ Mother ___ Father ___ Other

Mother/Guardian: _____ Father/Guardian: _____

Address: _____ Address: _____

Cell Phone: _____ Cell Phone: _____

Email Address: _____ Email Address: _____

Employer: _____ Employer: _____

Daytime Phone: _____ Daytime Phone: _____

Party Responsible for Payment of Tuition:

Name: _____ Phone: _____ Email: _____

IN CASE OF AN EMERGENCY:

Name: _____ Phone: _____ Auth. Pickup: ____ Yes ____ No

Name: _____ Phone: _____ Auth. Pickup: ____ Yes ____ No

AUTHORIZED PICKUP:

Name: _____ Phone: _____

Name: _____ Phone: _____

ALLERGIES/MEDICAL: _____

QUESTIONS REGARDING YOUR CHILD:

1. Is your child toilet trained? Yes No Describe any assistance needed and words used:

2. Is any language other than English used in the home? Yes No If so, please list:

3. Are there any special medical, physical, or emotional needs that the school or staff should be aware of?

4. Does your child receive any special services that the school should be aware of?

PARENT/GUARDIAN SIGNATURE: _____

Release of Liability

I hereby release Ford's Chapel United Methodist Church (FCUMC) and Ford's Chapel Learning Center (FCLC) program from any liability for accidents or injuries that may occur to my child while on the premises or during scheduled field trips. In the event of an emergency, I grant permission for staff or teachers to contact the designated physician or seek appropriate medical care for my child if I am unavailable. I also agree to assume responsibility for any medical expenses incurred as a result of such treatment.

Date: _____

Parent or authorized legal representative signature: _____

Parent or authorized legal representative full name: _____

OFFICE USE ONLY:

REG. PAID: _____ DATE: _____ CASH: _____

CLASS ASSIGNED: ____ 6W-12M ____ 1'S ____ y2'S ____ O2'S ____ 3'S ____ 4'S ____ Pk ____ K

EXTENDED CARE RATES

- **Monthly Rates**
 - Monthly rate is \$20/day
 - **No credits or refunds will be given.**
 - Your monthly invoice will reflect the number of days your student was scheduled to be in school for that month. **Inclement weather, illness, and absences will not be reflected in the invoice and will not be refunded or credited.**
- **Drop-in Rates**
 - Drop-in rate is \$25/day.
 - **No credits or refunds will be given.**
 - Same day drop-ins are on a first come, first serve basis based on the number of spots we have available.
 - For emergency drop-ins, please contact the office at 256-864-0888 or email us at fordschapellc@gmail.com. If you do not have confirmation from our office, your child does not have a spot in extended care that day.
- Late fees will be applied to children picked up after 4:00. (\$1 per minute/per child)
- There will be no car rider line for Extended Care. Children must be picked up and signed out at the FCLC office door (located at the back of the building).
- Snacks will be provided each day by FCLC's Extended Care and donations are appreciated. Please send a reusable water bottle clearly labeled with their name.
- We cannot release your child to anyone **NOT** listed on the registration form or Extended Care form without prior written approval from you. Please let us know in writing or by email (fordschapellc@gmail.com) if someone other than you will be picking up your child. They will need to have a valid picture ID with them.
- Extended Care Tuition invoice will be emailed either in a joint invoice with the school day tuition or in its own invoice.
- Bounced checks will result in a \$30.00 returned check fee.

Supplies needed for extended care:

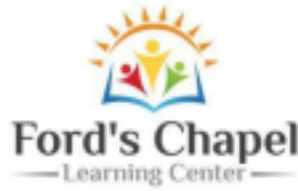
- Diapers/Pull-Ups should be sent in to cover the time your child is in extended care.

Supplies needed for naptime:

We encourage all students to rest during this time.

- Ages 2 & Up
 - Roll Up Nap Mats - We provide nap cots but ask that you send in a roll up style nap mat. Nap mats will be sent home at the end of each week to be washed.
- For infants Sleeping in Cribs
 - Blankets - We provide crib sheets, which are changed and washed daily. We ask that you provide your own blanket and pillow if you would like.
- Comfort items necessary for rest-time may be sent in with nappers of all ages.

Ford's Chapel Learning Center Extended Care 2026-2027



Please mark the days you would like your child to stay in Extended Care.

☐ **Monday** ☐ **Tuesday** ☐ **Wednesday** ☐ **Thursday** ☐ **Friday** ☐ **As Needed**

Child's Name: _____ Birthday: _____

Guardian's Name: _____ Cell Phone: _____

Guardian's Name: _____ Cell Phone: _____

Two persons who can be reached in case of an emergency (Parents will be called first)

_____ Cell Phone: _____

_____ Cell Phone: _____

Child may be released to (Other than parents)

_____ Phone: _____ DL# _____

_____ Phone: _____ DL# _____

Nap Time: Let us know a little bit about your child's sleeping patterns. How long would you like them to nap? Do they need a comfort item, pacifier, etc...

Parent /Guardian Signature _____ Date: _____



Ford's Chapel Learning Center
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(256) 864-0888 (ext. 104)
www.fordschapelLC.org • fordschapelLC@gmail.com



2026-2027 T-Shirt Order Form

All students registered prior to August 1st will receive a FCLC t-shirt with their registration fee.

Child's Name: _____

Child's T-Shirt Size for the 2026-2027 school year

- ☐ 2t
- ☐ 3t
- ☐ 4t
- ☐ Youth XS
- ☐ Youth S

Parents and family members wishing to purchase FCLC t-shirts may do so for \$20.00.

- ☐ Adult S
- ☐ Adult M
- ☐ Adult L
- ☐ Adult XL
- ☐ Adult XXL (\$2.00 upcharge)