



220 Hicks Industrial Blvd ~ Union Springs, AL 36089 ~ 334-738-4800
cscseagles@hotmail.com
www.conecusprings.org

June 25, 2025

Dear Day Care Parents,

It is time to register your child or children for the 2025-2026 school year at CSCS. The registration fee is \$150.00 per child and must be paid in order to hold your child a spot for the upcoming year. This registration is for all children who will be in the nursery through the four-year old classes. We will not be able to hold spots for anyone who is not registered. Therefore, we encourage you to complete the paperwork and pay the registration fee as soon as possible. If you currently have a balance, you will not be allowed to register until the balance is paid in full.

We will accept registration beginning July 7, 2025 and ask that you please register your child by Monday, July 21, 2025. We will begin accepting new enrollees on the 22nd and I will not be able to hold your spot after that day. I am enclosing the re-enrollment packet with this letter. ALL FORMS MUST BE COMPLETED IN FULL and should be returned with the registration fee by August 1 if you wish to continue your enrollment in the nursery-4 year old program. Students not registered will be unable to attend classes beginning August 4, 2025.

Please also note that we are asking for parent email addresses and phone numbers on the registration paperwork. We will be using SchoolCast to issue mass communication to our families, and we need these numbers and addresses to be legible and current. Please let us know if these change at any time during the year.

The updated parent handbook will be available in the CSCS office. Please come by to pick up a handbook. You must also read the handbook and sign the handbook acknowledgment form for your registration to be complete.

Please let us know if you have any questions!

In Christ,

Mona E. Padgett
CSCS Administrator

Conecuh Springs Christian School Daycare Fee Agreement

Agreement with _____
Parent's or Guardian's Name

Mother's Name and Social Security Number:

Name SSN

Father's Name and Social Security Number:

Name SSN

Mother's Email Address:

Father's Email Address:

Child or Children Enrolled and Social Security Number for Each:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

First Date of Enrollment _____ / _____ / _____
Month Day Year

Fees: Registration for all programs-	\$150.00 per child per year (regular registration in July)
Five Day Program – birth to 12 months	\$110.00 per child per week
Five Day Program – 12 months to 4 years	\$105.00 per child per week
Drop In Service (based on availability)	\$30.00 per day (\$15 per 4 hr. half day)
Five Day Program – 4 years old (K4)	\$105.00 per child per week

A MONTHLY LATE FEE OF \$25.00 WILL BE APPLIED TO ALL BALANCES NOT PAID BY THE END OF EACH MONTH.

Payments for full time spaces are due in advance. Failure to pay the monthly fees will result in a child being dropped from enrollment. Re-enrollment will require another registration fee of \$150.00, as space is available. ***There are no refunds for absences of any kind.*** You are responsible for payment each week even if your child is absent due to sickness, etc.

Notices of Withdrawal: Parents or guardians must give a **WRITTEN notice** of at least **TWO WEEKS** prior to the child's last day at the Center. ***If less than a two week notice is given, parents or guardians will be charged for two weeks from the date of the notice given.***

I hereby agree that in case of default in payment of any daycare tuition/fees, the entire unpaid balance of this debt shall, at the option of the Conecuh Springs Christian School administration and/or officers, become immediately due and payable. I hereby agree to pay all costs of collecting, or attempting to collect or secure, daycare tuition/fees due, including a reasonable attorney's fee, whether the same is collected or is secured by litigation or otherwise. I further understand this instrument will be interpreted in accordance with the laws of the State of Alabama.

I have read and agree with the terms of this agreement.

Parent's Signature Date

Make checks payable to Conecuh Springs Christian School or CSCS. Revised 06/20/2025

Describe any special needs or instructions below:

Person(s) the child may be released to:

Name	Relationship to child	Address	Telephone Number

I understand that the Department of Human Resources does not inspect activities away from the childcare facility (home or center). The licensee of the childcare facility assumes full responsibility for such activities.

_____ / _____
Signature of parent/guardian *Date*

I give permission for my child to participate in:

(Circle yes or no and sign each line)

Activities away from the facility:	yes	no	Signature of parent/guardian	Date
Transportation provided by the facility:	yes	no	Signature of parent/guardian	Date
Swimming/wading activities provided by the facility:	yes	no	Signature of parent/guardian	Date

Form not valid without signature of child's parent/guardian in each space indicated above.

This section is to be completed by the facility's staff.

Child's first day of attendance: _____ Child's withdrawal date: _____
 (Additional information may be attached.)

**Conecuh Springs Christian School
Child Development Center
220 Hicks Industrial Blvd.
Union Springs, AL 36089**

HANDBOOK ACKNOWLEDGEMENT FORM

Dear Parents,

Our purpose is to provide a ministry for preschool children and their parents who desire the finest care and educational opportunity for their children. It is our intent that the program be a positive Christian, self-esteem building, and value developing experience for all children.

Our Parent handbook includes important guidelines we feel are necessary to provide parents, children, and staff with an excellent preschool experience.

We suggest both parents thoroughly read the Parent handbook, sign the bottom of this form and return it to the office or your child's teacher. If there are any questions or concerns, please contact the Center Director.

Parent's or Guardian's Signature

Date

Parent's or Guardian's Signature

Date

I give permission for my child's image to be used in printed material, social media, websites, etc. to promote the school and school activities.

Signature of Parent/Guardian

Date

Conecuh Springs Christian School Child Development Center

AGREEMENT OF PARTICIPATION/COOPERATION

As most of you are aware, our daycare fees and tuition does not cover all costs incurred in providing a quality child-care and learning environment for our children. Therefore, a certain number of fund-raising activities are required to help cover school/daycare related expenses.

In addition, certain workdays or maintenance days are also required to keep the building and grounds operational. Parents are expected to accept and share equally the responsibility for helping assure the success of these activities.

Some of the proposed activities include: Fruit/Coke Sales, Spring Fundraiser, Deer Hunt, PTO Work Day, etc. Parents will be advised in writing about these events and what is expected from them. In addition, at least two (2) work days will be scheduled during the year, and each family is expected to participate in at least one of these days. Ticket sales, working at an event, providing assistance, are some of the responsibilities required from parents. None of these activities are planned to be a burden on anyone, but intended to create an attitude of involvement and support for CSCS.

The Board of Directors may designate participation in a fund-raiser as “mandatory” with specific expectations, such as tickets to sell. An assessment fee per event will be charged to a family, if that family does not meet its obligation for these activities.

In addition, the Parent Teacher Organization – PTO – is an opportunity for interaction and participation in our school activities. Homeroom parents are a great assistance to the teachers for organizing special functions for the classes.

All of these opportunities create a need for a cooperative spirit in meeting the needs of our students. Please consider helping when you are contacted about these events.

I have read the above and accept this responsibility.

_____ Signature of Parent/Guardian	_____ Date
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_____ Signature of Parent/Guardian	_____ Date
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Name(s) of Student(s)

_____	_____
_____	_____

Form of Affidavit for Parent/Guardian

STATE OF ALABAMA

COUNTY OF _____

Before me, a Notary Public in and for the said State and County, appeared _____ and is known to me, after being duly sworn or affirmed, says as follows:

That affiant is the parent or legal guardian of the minor child/children _____; that affiant has been notified by Mona Padgett, a representative of Conecuh Springs Christian School, that said church or school has filed notice and is exempt under law from regulation by the Department of Human Resources.

_____ Parent/Legal Guardian

Sworn, or affirmed to and subscribed before me this the _____ day of _____, 20____.

Notary Public

My commission expires _____, 2_____