



Jacob's Ladder Preschool

**Central Synagogue - Beth Emeth
Early Childhood Director: Jodi Proefriedt**

Fall 2024

**430 DeMott Avenue, Rockville Centre, NY 11570
(516) 763-0235 | FAX (516) 608-2366
E-mail: jladder@csbeli.org**



CELEBRATING 30 YEARS OF EXCELLENCE IN EARLY EDUCATION

430 DeMott Avenue - Rockville Centre, NY 11570
TEL : (516) 763-0235 FAX : (516) 608-2366

January 2024

Dear Families,

I want to take this opportunity to wish one and all a healthy, peaceful and joyful year ahead. Looking ahead, we are opening registration for Fall 2024.

I have enclosed a registration form and the Class Schedule and Tuition sheet. If you are interested in our Early and/or Late Club programs, there are separate forms to be completed. Please see all forms for hours and fees. Breakfast will be available during the early morning drop off. The late afternoon program includes rest or nap time, snack, and supervised activities such as cooking, Spanish, science lessons, experiments, arts and crafts and gym or outdoor playground time. We open at 7:45 PM and close at 5:15 PM, Monday through Thursday. We close at 3:00 PM on Fridays.

Jacob's Ladder offers a variety of programs for children as young as 22 months and as old as five.

Our Playmates program is your child's first separation class. All children must be two years old by November 1st to enroll. These classes provide a nurturing environment where each child develops a positive foundation and love for learning in a social setting.

Our Three year old program includes hands-on activities that promote social skills, motor development, expressive language and much more. Children begin to gain independence, build friendships and learn through cooperative structured play.

Pre-K children at Jacob's Ladder continue with our thematic hands-on approach to learning. At this age we are preparing the children for Kindergarten by differentiating each activity to meet every child's ability, so they become confident learners. There is a focus on letters, language, mathematics, writing and an understanding of the written word.

All programs and all age groups offer music classes, outdoor and indoor playgrounds, cooking, science, and arts and crafts activities. Each day the children are introduced to literature through story time, finger play, flannel board and puppets. Our creative staff provides a variety of fun and exciting hands-on activities that help foster imaginative play, creativity, social skills and a positive sense of self.

Please note the various options for days and hours for each age group on our Class Schedule and Tuition sheet.

For more specific information, I am available Monday through Friday at 516-763-0235. You can also email me at jladder@csbeli.org. Please feel free to contact me if you would like to come for a tour.

Since class sizes are limited and we wish to accommodate you and your child, please return the enclosed forms as soon as possible.

Sincerely,

A handwritten signature in cursive script that reads "Jodi Proefriedt".

Jodi Proefriedt
Early Childhood Director



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For Office Use Only:
Date Received _____
Class _____
Tuition _____
Deposit _____
Processed _____

JACOB'S LADDER REGISTRATION FORM: 2024 – 2025 SCHOOL YEAR

****Temple Members receive a 10% tuition discount****

****Siblings receive a 10% tuition discount****

Advance registration and a non-refundable deposit of \$900 are required to secure enrollment. Class sizes are limited. Jacob's Ladder reserves the right to cancel any class due to insufficient enrollment, in which case deposits will be refunded.

Please include your non-refundable deposit with this registration form and return it to the school. Tuition is due the 5th of the month from August through April and must be paid in full by April 15 of the school year.

Please enroll my child in the following class: Playmates _____ 3 Year Olds _____ Pre-K _____

Days: M _____ T _____ W _____ TH _____ F _____ Time: _____

Please check: New Student _____ Current Student _____ M _____ F _____

Child's Name: _____ Date of Birth: _____

Address: _____
Street _____ Town _____ Zip _____

Parent/Guardian #1: _____ EMAIL: _____

Daytime Phone: (____) _____ home _____ cell _____ work _____

Parent/Guardian #2: _____ EMAIL: _____

Daytime Phone: (____) _____ home _____ cell _____ work _____

Please provide an emergency contact if we can't reach you: _____

Phone: _____ Relationship: _____

I understand and agree to the following: A non-refundable deposit is required to secure my child's spot in a class. Tuition is due monthly and must be paid in full by April 15 of the school year. There is no refund of tuition for absences due to illness (including COVID-19 related closures or a personal decision to quarantine), personal vacations, and closures due to inclement weather, power outages or other events beyond the school's control.

Signature: _____ Date: _____

Please turn over 

PAYMENT OPTIONS

Are you a Temple Member? Yes ___ No ___ Are you enrolling two or more children? Yes ___ No ___

DEPOSIT: A deposit is due at registration to secure your child's spot in a class.

Please check the payment method for your deposit:

Check _____ Cash _____ Credit Card _____ (see below)

SCHOOL YEAR TUITION: Tuition is due on a monthly basis for a 10-month period from August through April. All tuition must be paid in full before April 15 of the school year.

Please check the payment method for your school year tuition:

Check _____ Cash _____ Credit Card _____ (see below)

CREDIT CARD INFORMATION:

Please note a 3% processing fee will be added to all credit card payments

Cardholder Name: _____

Cardholder Billing Zip Code: _____

Card # _____ Exp. Date _____ CCV _____

I, _____, authorize Central Synagogue-Beth Emeth to charge the above credit card for Jacob's Ladder tuition.

_____ Charge this card for the deposit only

_____ Charge this card monthly

_____ Charge this card for the full tuition now

Signature

Date

PLEASE MAKE CHECKS PAYABLE TO:

CENTRAL SYNAGOGUE - BETH EMETH or CSBE

Please mail this form with payment to:
Central Synagogue – Beth Emeth
430 DeMott Avenue, Rockville Centre, NY 11570



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JACOB'S LADDER EARLY CLUB AND LATE CLUB

2024 – 2025 SCHOOL YEAR

In addition to your child's regular Preschool class, Jacob's Ladder offers early morning hours and late pickup hours for those families who need additional coverage.

Enrollment in the Early Club or Late Club is additional time to your child's regularly scheduled class time.

A \$700 deposit is required for both the Early Club and Late Club. This is a separate deposit from your child's enrollment in their regularly scheduled class.

Enrollment Forms for the Early Club or Late Club are included. Please fill out the appropriate form(s) and return it to the school along with your \$700 deposit(s).



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For Office Use Only:	
Date Received	_____
Class	_____
Tuition	_____
Deposit	_____
Processed	_____

**JACOB'S LADDER – EARLY CLUB SCHEDULE
 2024 –2025 SCHOOL YEAR**

A \$700 deposit is required for enrollment
 Please include your deposit with this completed form

My child's regular class is: Playmates ____ 3's ____ Pre-K ____

In addition to my child's regular class, please enroll my child in the Early Club:

CHILD'S NAME: _____

Please check days requested: M ____ T ____ W ____ TH ____ F ____

Please confirm your arrival time: M ____ T ____ W ____ TH ____ F ____
(must be same time each day)

PARENT SIGNATURE: _____ DATE: _____

BEST PHONE NUMBER TO REACH YOU: _____

TUITION SHOWN IS FOR THE 10-MONTH SCHOOL YEAR, 5 DAYS A WEEK.

Please check ✓		7:45 AM – 9:00 AM	Please check ✓	7:45 AM – 9:15 AM
	1 Day	\$708		\$834
	2 Days	\$1344		\$1596
	3 Days	\$1920		\$2292
	4 Days	\$2430		\$2910
	5 Days	\$2892		\$3468



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**JACOB'S LADDER – LATE CLUB SCHEDULE
 2024 –2025 SCHOOL YEAR**

A \$700 deposit is required for enrollment
 Please include your deposit with this completed form

*PLEASE NOTE: If your child is enrolled in the late club, they must also be enrolled in an **EXTENDED DAY CLASS** for their age group.*

My child's regular class is: Playmates _____ 3's _____ Pre-K _____

In addition to my child's regular class, please enroll my child in the Late Club:

CHILD'S NAME: _____

Please check days requested: M _____ T _____ W _____ TH _____ F _____

Please confirm your pickup time: M _____ T _____ W _____ TH _____ F 3:00 PM
(must be same time each day)

PARENT SIGNATURE: _____ DATE: _____

BEST PHONE NUMBER TO REACH YOU: _____

TUITION SHOWN IS FOR THE 10-MONTH SCHOOL YEAR, 5 DAYS A WEEK.

The building closes at 3:00 PM on Fridays
 Tuition shown reflects all Friday pickups at 3:00 PM

Please check ✓	Afternoon Late Hours	Fee
	2:00 – 3:00 OR 2:15 – 3:15	\$1875
	2:00 – 4:00 OR 2:15 – 4:15	\$3750
	2:00 – 5:00 OR 2:15 – 5:15	\$5535



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JACOB'S LADDER PRESCHOOL- TUITION POLICIES AND GUIDELINES

- Registration forms must be accompanied by a non-refundable deposit check of \$900 to secure your child's spot in a class. This amount will be applied to total tuition provided your child remains enrolled for the entire school year.
- Tuition is due in 10 monthly installments. The first installment, due August 1, 2024, will cover two monthly payments; thereafter each installment will cover one monthly payment.
- All tuition is due in full by April 15, 2025.
- An email reminder will be sent each month prior to the next due date.
- Monthly account statements will go home in your child's backpack to those families who have a balance due for the school year. You will not receive a statement if your balance is paid in full. You can call the office at any time to obtain a copy of your statement.
- Families may pre-pay all or part of their remaining tuition at any time.
- Families must be in "Good Standing" at the end of the school year in order to maintain their child's place in the class they have selected for the following school year. "Good Standing" means a family is up to date on tuition payments for the current school year and has satisfied all outstanding tuition charges incurred during any prior school year.
- Jacob's Ladder reserves the right to cancel any enrollment of any child for non-payment of tuition at any time of the year.
- Any mid-year changes to your child's schedule will be effective the first day of the following month and will change the amount of your monthly payment. You will be notified of your new monthly amount once the change is approved.

PLEASE SEE NEXT PAGE FOR PAYMENT OPTIONS





PAYMENT OPTIONS

JACOB'S LADDER PRESCHOOL- TUITION POLICIES AND GUIDELINES

Tuition can be paid by:

- A personal check, a bank check or Flex Spending Account check-

**ALL CHECKS SHOULD BE MADE PAYABLE TO:
CENTRAL SYNAGOGUE – BETH EMETH or “CSBE”**

- Cash- Please bring cash payments to the office to obtain a receipt.
- Credit Card- All credit card payments will include a 3% fee to cover processing costs. *NOTE: If your enrollment paperwork indicates you have elected credit card payments and you have provided your credit card information, your monthly payment will automatically be processed for you.*

You can also process your own credit card payment. You will need a log-in link to access your account for the first time which the office can email to you upon your request.

- ACH/eCheck- You can set up this payment method through your ShulCloud account by providing your bank routing and account numbers. There is no fee to use this service. You will need a log-in link to access your account for the first time which the office can email to you upon your request.

Please contact the office at (516)763-0235 if you have any questions.