



EARLY LEARNING CENTER
AT FIRST CHURCH



BIRMINGHAM EARLY LEARNING CENTER

518 North 19th Street

Birmingham, AL 35203

elc@firstchurchbhm.com

www.firstchurchbhm.com

Fax 205-322-0337

Dear Parent(s),

We are excited to know of your interest in Birmingham Early Learning Center. We are working diligently to cultivate an outstanding program of care for infants, young children, and their families. We are hopeful that you will want to be a part of this program.

Enclosed you will find a pre-admission application and an explanation of our program. To place your child on our waiting list, please return the completed pre-admission form with you fee of \$35.00 to the address listed above. I would like to encourage you to make an appointment to come see our facility and meet our outstanding teachers. We want you to have the opportunity to see the center, to discuss goals of the program, to ask questions, and to determine if we can help meet your needs and those of your child(ren).

Please call for further information or to make an appointment. Limited enrollment is available; let us hear from you soon.

Sincerely,

Cassandra Copeland

Executive Director

BIRMINGHAM EARLY LEARNING CENTER

518 NORTH 19TH STREET

BIRMINGHAM, AL 35203

205.251.6059 x 2

E-mail: elc@firstchurchbhm.com

www.firstchurchbhm.com

THE PHILOSOPHY

1. Promotes optimal development of the total child—socially, emotionally, physically, intellectually.
2. Recognizes each child as an individual with a unique personality and temperament and has a variety of interests and abilities.
3. Provides support for families through high-quality developmentally appropriate childcare and through opportunities for enhancing parenting skills and coping strategies.

THE ENVIRONMENT:

1. Involves low staff/child ratios and small group size to promote positive adjustment to childcare and to enhance interpersonal relationships of children and staff.
2. Invites children to explore in a safe, but challenging, atmosphere.
3. Is organized to include group activities, learning centers, and personal space with materials openly arranged for easy observation and use.

THE SCHEDULE:

1. Provides a variety of simultaneous activities from which children may make their selection.
2. Alternates structured and self-directed activities, quiet and vigorous activities, child-initiated and teacher-initiated activities.
3. Establishes routines, which provide security for children and structure for behavioral expectations.
4. Encourages independence and responsibility according to each child's developmental readiness.

THE TEACHERS:

1. Are credentialed with college degrees, associate degrees or Child Development Associate certificates in Early Childhood Education.
2. Maintain a positive emotional climate of warmth, acceptance, and sensitivity.
3. Guide the experiences of each child in a positive way according to the child's developmental level and encourage children to participate in different aspects of the daily program.
4. Plan a curriculum based on the individual needs, interests, and abilities of the participating children.
5. Maintain on-going documentation recording the progressive development of each child.
6. Promote consistent interaction with parents to enhance the quality of care each child receives.

THE CHILDREN:

1. Are active partners in the learning process.
2. Work/play individually and in small groups most of the day.
3. Engage in a variety of activities that encourage creative expression.
4. Interact with the environment and their peers under the supervision of qualified personnel who provide sensitive direction.

THE PARENTS:

1. Are encouraged to participate in classroom activities and to be active in their child's daily routine.
2. Will be given regular opportunities for daily communication with their child's teacher, which include daily notes, monthly newsletters, phone calls, and conference time.
3. Will be invited to attend workshops and seminars concerning child development, childhood illnesses, guidance techniques, first aid, and more.
4. Will have the opportunity to comment and make suggestions, which will improve the effectiveness of the program.

PRE-ADMISSION APPLICATION

PLEASE WRITE *LEGIBLY* WITH DARK INK

PRINT AND MAIL WITH THE \$35.00 APPLICATION FEE TO:

Birmingham Early Learning Center

518 North 19th Street, Birmingham, AL 35203

PHONE (205)251-6059 FAX (205)322-0337

elc@firstchurchbhm.com

Name Child is Known by _____ Gender _____

Due Date or Date of Birth _____ Telephone _____

Home Address _____ Zip Code _____

Parent's Name _____

Home Phone _____ Work Phone _____ Cell _____

Occupation/Employer _____

E-mail Address _____

Parent's Name _____

Home Phone _____ Work Phone _____ Cell _____

Occupation/Employer _____

E-mail Address _____

Are you currently a member of First Church Birmingham? _____

Are you currently an attorney with Bradley Law Firm? _____

Are you currently employed at UAB? If yes, what is your Blazer ID? _____

Are you interested in full week or part week? _____

Last childcare center attended _____

Proposed date of admission to care: _____

Signature of Parent/Guardian

Date of Application

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2024-2025 SCHOOL YEAR

Providing quality care is a primary purpose of Birmingham Early Learning Center. The Philosophy Statement describes some of the unique qualities and services of our program. The Center opens each morning at 7:00 and closes each evening at 6:00. A late fee is charged for any fraction of a five-minute interval after 6:00 when a parent is late picking up a child.

Monthly tuition is payable on or before the first working day of each month. Accounts will be considered delinquent after the fifth working day of each month. Full-time tuition is as follows:

Youngest Infants (New Beginnings)	\$1225/month
Older Infants & Toddlers (Little Blessings)	\$1175/month
Older Toddlers (Safari Room)	\$1125/month
Twos (Seaside Room)	\$1100/month
Threes (Creative Corner)	\$1075/month
Fours (Pre-K Pandas).....	\$1075/month
Summer Program.....	\$1050/month

(Part-time fees are available upon request)

A one-time non-refundable enrollment fee of \$100.00 is payable upon acceptance into the program. A security deposit of \$200 is also required; the deposit is refundable when your child is withdrawn from the program if thirty days written notice is given and the account is clear. A required activity fee of \$80 pays for the Creative Movement program offered from September through May. Annual classroom fees of \$225 are charged each new school year. Your place in the classroom is ensured after you have been notified of an available space and upon receipt of the total amount described above. Siblings of presently enrolled children, children of church members and children of corporate sponsors Bradley and UAB have priority on the waiting list.

Birmingham Early Learning Center operates throughout the year, except for closing in observation of the following holidays: New Year’s Eve, New Year’s Day, Martin Luther King, Jr. Day, President’s Day (Teacher Work Day) Memorial Day, Juneteenth Holiday, Independence Day, Labor Day, Thanksgiving Day and the day after, Christmas Eve, Christmas Day, Day after Christmas, teacher workday (TBA).