



Pitt County Schools Inclusion Pre-K Program Application



Making a Difference One Child at a Time!

Provided by the Exceptional Children's Department of Pitt County Schools

What?

- An Inclusion classroom is a general education classroom in which students with and without disabilities learn together. Our Inclusion classrooms value diversity and the unique contributions each student can bring to the classroom. The classrooms are designed to be developmentally appropriate to meet a wide variety of individualized needs.
- Each classroom is taught by a licensed Birth-Kindergarten teacher
- Inclusion Pre-K slots are fee based (tuition fees and policy are posted below) for students without disabilities

When?

- The classroom is open **Monday-Friday** (time varies based on school location) and follows the Pitt County Schools calendar.

Who?

- Children ages 3-5 with and without disabilities

Where?

- Inclusive Pre-K classrooms are located at Sadie Saulter, Chicod School, & Stokes School

How?

- Complete the attached application and return with a copy of your child's birth certificate, recent health assessment, and shot records to:

April Denney - EC PreK Coordinator
Phone: 252-758-4621
Email: vernona1@pitt.k12.nc.us

Sadie Saulter Educational Center
400 Spruce Street
Greenville, NC, 27834



Pitt County Schools Exceptional Children Department's
Inclusion Preschool Application (2025-2026)



Today's Date: _____

Child's Name: _____
First Middle Last

Birthdate: _____ Sex: Male _____ Female _____ Race: _____

Was child born in the USA? Yes ___ No ___ Is the child a Pitt County Resident? Yes ___ No ___

Child's Home Address _____

Child Lives With? _____ Email Address: _____

Mother/Legal Guardian's Name _____ Home Phone/Cell Phone _____

Street Address _____ City _____ State _____ Zip Code _____

Post Office Box _____ City _____ State _____ Zip Code _____

Employer _____ Phone _____

Father/Legal Guardian's Name _____ Home Phone/Cell Phone _____

Street Address _____ City _____ State _____ Zip Code _____

Post Office Box _____ City _____ State _____ Zip Code _____

Email Address: _____

Employer _____ Phone _____



What language does this child speak most of the time? _____

What language do the parents speak most of the time? _____

Does your child have a chronic health condition or allergies? Yes ____ No ____

If yes, please list/describe: _____

Does your child have asthma? Yes ____ No ____

If yes, do you have an action plan? Yes ____ No ____

Does your child take any medications? Yes ____ No ____

If yes, please list/describe: _____

Does your child have a special need or an identified disability? Yes ____ No ____

If yes, please describe:

Does your child have an Individualized Family Service Plan (IFSP) or an Individualized Education Program (IEP)?

Yes ____ No ____

Has your child ever attended a child care setting? Yes ____ No ____

If yes, where did he/she attend and for how long:

List any particular fears or unique behavioral characteristics the child has.

Please provide two other ways we can contact you, in case you cannot be reached:

Name	Relationship	Phone
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Name	Relationship	Phone
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FOR PITT COUNTY SCHOOLS STAFF ONLY

Completed Application _____

Birth Certificate _____

Immunizations _____

Health Form _____

Tuition Policy _____

Contact Notes:



PARENT/GUARDIAN ACKNOWLEDGEMENT

I am applying for my child to enroll in Pitt County Schools' Exceptional Children Department's Inclusion Preschool Program under the following conditions:

- 1. My child and my family are residents of North Carolina and reside in the Pitt County School district.**
- 2. I understand that I am responsible for paying the tuition rate (\$15.00 per day) on time and unpaid or overdue payments may result in student suspension or removal from the program. (Policy attached).**
- 3. I will have a blue health form and updated immunization record completed within 30 days of enrollment. Not submitting these required forms may result in student suspension or removal from the program.**
- 4. I understand that I am responsible for providing transportation for my child to and from school. I understand that school bus transportation is not an option.**
- 5. I understand that I will be expected to participate in family/child activities at the school once a month.**
- 6. I understand home visitations will be conducted by the preschool teacher and assistant teacher.**
- 7. I understand that regular attendance is very important. Children with frequent absences or tardies may be dropped from this program.**
- 8. I understand that my child must participate in a Universal Screening that will provide information used to inform classroom instruction prior to being placed in the program.**
- 9. My signature confirms that the information provided on this application is accurate and complete.**

Signature

Date



Pitt County Schools Inclusion Preschool Classroom

Tuition Schedule and Payment Contract

MONTHLY TUITION RATE is \$280.00	
Month of Service	Payment Due Date
September	August 30th
October	September 30th
November	October 31st
December	November 26th
January	December 19th
February	January 31st
March	February 28th
April	March 31st
May	April 30th

- **MONTHLY TUITION** for students is **\$280.00** per month and is to be paid by the last school day of the month. Accounts paid on the 5th OF THE MONTH will be **charged an additional \$20 tuition fee. Non-payment by the 5th of the month may result in discontinued service.**
- Full tuition is due regardless of holidays, sick, pandemic, disaster, or vacation days. (No discounts will be given). Tuitions are non-refundable. PCS Inclusion Program does not offer vacation weeks. If your child will not be in attendance, for any reason, you are still responsible for their tuition.
- If a holiday occurs on the last school day of the month, parents will need to pay on the last school day of attendance.
- Any registered child wishing to discontinue service must give a two-week notice prior to leaving the program. Even if your child does not attend, you will still be responsible for the tuition.
- Tuition can be paid by cash, money order, or online at School Cash Online.

I/We, _____, are aware our tuition will be \$280.00 monthly.

****This payment must be made in advance or a late fee will be administered.**

Parent Signature: _____

Printed Name: _____

Date: _____



Pitt County Schools Inclusion Pre-K Attendance Agreement

I acknowledge that good attendance is critical to the success of my child in this program. Good attendance means being on time and staying the whole instructional day. PCS recognizes nine valid/lawful excuses for being absent, tardy or dismissed early from school: **1. Illness or Injury, 2. Medical/Dental Appointments, 3. Court or Administrative Proceedings, 4. Death in Immediate Family, 5. Quarantine, 6. Educational Opportunity, 7. Deployment Activities, 8. Religious Observance, 9. Short Term Suspensions.**

Absences: Parents must send in notes with explanations for student absences upon returning to school. If a note is **not** sent in, the absence will be recorded as **Unexcused**. Students absent for one day for illness will be excused with a parent note. Students absent two or more days for illness will need a doctor's note for an excused absence. **Students with 6 or more excused absences due to illness will be required to start providing doctor's notes for absences to be excused.** Documentation (court order, appointment slip, etc.) is necessary for excused absences 2-9.

NOTE: After 5 consecutive absences without contact from a parent or guardian, documentation must be presented before a child will be allowed back in class. Ten consecutive days without contact will result in removal from the program.

Unexcused Absence Consequences:

- **3** Teacher will contact parent/guardian
- **6-9** Social Worker Referral
- **10-11** Parent/Guardian mediation with administrator
- **12** Consideration for removal from program

Tardiness & Early Dismissals: Students must be **IN CLASS** before the Tardy Bell rings and stay until the release bell. Please see bell times listed below:

- **8:00am** - Tardy Bell rings
- **8:20am** - Students arriving **20 minutes after the Tardy Bell** will **NOT** be admitted to class that day. Parents will provide the same documentation required for excused absences.
- Parents must bring Appointment Notes when picking up children early.
- All early dismissals without a valid note are counted as unexcused tardiness.

Unexcused Tardiness, Early Dismissals, & Late Pick-Up Consequences

- **5** Teacher will contact parent/guardian
- **10-11** Social Worker Referral
- **12-14** Parent/Guardian mediation with administrator

Late Pick-Up: It should be noted that leaving a child for more than 30 minutes after dismissal on multiple occasions can be considered neglect. Consequences for frequent late pick-ups:

- **2** Parents will receive note and phone call from the teacher
- **3** Parents will receive a letter or phone call from the Director. This action can be sooner if late pick-ups are 30 minutes or more
- **5** Social Worker Referral

I have read and will abide by the conditions of this Agreement.

Parent/Guardian Signature

Date

- _____ A) Chicod School
7557 NC Highway 43 South
Greenville, NC, 27858
- _____ B) Sadie Saulter Educational Center
400 Spruce St.
Greenville, NC, 27834
- _____ C) Stokes Elementary
2683 NC 903 North
Stokes, NC, 27834