

Preschool Program Registration Form

Child's Name: _____

Date of Birth: _____

Address: _____

Male Female

Home Phone: _____

Father's Name: _____

Cell Phone: _____

Email: _____

Text Message: Yes No

Place of Employment: _____

Work Phone: _____

Mother's Name: _____

Cell Phone: _____

Email: _____

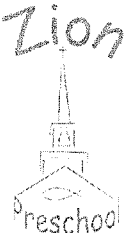
Text Message: Yes No

Place of Employment: _____

Work Phone: _____

Siblings:
(Name & Age)

List any allergies or medical conditions:



In Case of an emergency please contact:

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Hospital Preference: _____

Person(s) responsible for picking up your child: _____

Preference will be given in the following order:

a. Returning Students

b. Children 4 years old by September 1st (A non-refundable registration fee is due with registration form and will be applied to the first month's tuition)

c. Children 3 years old by September 1st
(Will be admitted after July 1st if openings exist. A non-refundable registration fee is required when your child has been accepted)

I am: a Member of Zion Church

Not a Member of Zion Church

Elementary School your child will be attending _____

I have read the policies and agree to the terms listed on the Zion Preschool Policies form.

Date: _____ Parent Signature: _____

Zion Preschool Polices

You have enrolled your child in a Christian/Academic preschool. This program is provided by Zion Lutheran Church's Christian Education Department as a social ministry.

1. Classes:

- Classes will be held Tuesday, Wednesday and Thursday from 9:00am to 11:30am. Classroom door will open at 8:45.
- The first class will be on the Wednesday following Labor Day. The last class and graduation will be held on the Thursday preceding Memorial Day.
 - Holiday vacations will follow the Warrior Run School schedule.
- Children must be age 4 by September 1st and plan to be enrolled in kindergarten the following year.
- Children turning age 3 by September 1st will be admitted after July 1st, if openings exist.
- Your child must be toilet trained (no pull-ups) prior to attending school. We ask you send an extra set of clothes in backpack. We also ask that a light jacket or sweater is available since we will be using our outdoor area for our snack as much as possible.

2. Orientation:

- You will have an opportunity to schedule a visit to our classroom prior to the start of school. The teacher will contact you to set up an appointment. These will take place the week prior to our first day if possible, if not, other arrangements will be made.

3. Tuition/Registration Fee:

- A non-refundable registration fee of \$55.00 is required with the registration form for children 4 years old by September 1st and will be applied to the first month's tuition.
- The fee of \$110.00 will be collected by the teacher on the first school day of each month.
- If paying by cash, please put the money in an envelope with your child's name on it.
- Make checks payable to Zion Lutheran Church.

3. Inclement Weather Policy:

- Classes will be cancelled if Warrior Run School District is on a two hour delay, switch to virtual, or closed completely due to snow and/or ice.
 - You will not receive a phone call.
- The teacher reserves the right to cancel if weather is too bad regardless of Warrior Run School District's decision.
 - You will receive a phone call from the teacher.
- You can find the listing of school closing/delay on [WNEP.com website](http://WNEP.com).

4. Sick Policy:

- Children can not be brought to preschool if the following conditions exist:
 - A fever of 100.4 degrees or more within in the last 24 hours
 - Vomiting or diarrhea within the last 12 hours
 - Rash
 - unexplained or verified contagious
 - Conjunctivitis ("pink eye")
 - Cough or cold with production of mucous
 - Sore throat
- This is to protect the other children and to allow your child to recuperate.
- Please notify the teacher or Zion's office of the illness and absence before 8:30 am..
- We will provide your child with the materials that were missed during their absence

5. Behavioral Policy:

- If your child is exhibiting inappropriate behavior or dangerous behaviors you will be notified.
- We will identify the problems and work with you on a plan to eliminate these behaviors.
- If after a plan is in place - - the problem worsens or continues over time - - your child may be terminated from the preschool.
- Every effort will be made to secure help for your child or programming that would be more beneficial to their specific need.

6. Withdrawal Policy:

- Zion Preschool provides a school year programming of 9 months.
- When registration is made to our program a 9 month commitment both financial and attendance is made.

7. Special Events:

- Snacks
 - Snacks will be provided by each child on a rotating basis. We ask if you could provide prepackaged items, as much as possible, for the ease with serving.
 - We will provide water, but you are welcome to provide juice boxes or milk.
 - If a special snack is requested this will be indicated in your monthly calendar.
 - You will be informed of any food allergies.
- Birthdays
 - A child celebrating a birthday will be responsible for snack closest to their birthday.
 - If a parent wishes to provide party items they are welcome.
- Field Trips
 - Field trip costs will be minimal and will be asked to be handed in with permission form.
 - On field trip days, the class will meet at that specific location and parent/guardian will be expected to stay unless other arrangements have been made with the teacher.
- Graduation
 - A graduation ceremony and reception will be held on the Thursday evening prior to Memorial Day. Your extended family will be invited.

8. Pick up & Drop off:

- Drop off will be under the portico between 8:50 – 9:05 am and pick up at the same location from 11:30 – 11:40 am. Please do your best to be prompt so we are not in the lobby for any longer than needed. Children should be brought to the preschool room and picked up there.
- If there is a change as to who will be picking up your child on a particular day, please let us know at drop off or by phone.

9. Monthly Calendar:

- This will inform you of weekly themes and other special activities.
- This will let you know how to dress your child, what to send in, who provides snack, etc.
- This schedule will be given to you monthly prior to the month involved.

10. Photo Opportunities:

- Photos will be taken and may be displayed on the preschool and church bulletin boards, field trip locations, and church website .
- Photos may also be taken and used for various crafts and gifts that they will bring home.
- A photo release must be signed for each child.
- An opportunity is given to purchase professional school photos from a contracted photographer.

11. Please:

- If you or your child have a question about anything contact Jennifer Woland, Teacher; Tuesday-Thursday or Cathy Kelley, Church Secretary; Monday-Friday.

