

Kids In Discovery Preschool Registration 2011 – 2012

Welcome to Kids in Discovery Registration for the 2011-2012 school year! Here is some important information regarding registration:

ALL STUDENTS

- Complete the Registration Form, with two choices of class assignment (please mark #1 & #2 choices)
- A check for Registration Fee (\$125 for Pre-Kindergarten & \$110 for all other classes) must be included with registration form.
- Complete Student Information Form with names, addresses, and phone numbers of two emergency contacts

STUDENTS NEW TO KIDS IN DISCOVERY PRESCHOOL (need these prior to enrollment)

- Birth certificate or passport for viewing & recording purposes only.
- Virginia Medical Form

* The above items will be required upon enrollment.

⇒ We will notify all families of class assignments by February 28th. (Please note that final teacher assignments may not be made until later in the summer.)

Registration fee is \$125 for Pre-Kindergarten classes and \$110 for all other classes. This fee includes a T-shirt, tote bag, weekly readers, and all supplies. This non-refundable fee is due at registration.

First month's tuition will be due on July 1, 2010. There is a 2% discount only for paying annual tuition in one lump sum.

Thank you for choosing Kids in Discovery Preschool. Please call the office at 360-7421 or email us at kidsin discovery@discoverymethodist.org if you have any questions. You can also visit us on the web at www.kidsin discovery.org or visit our Facebook Page.

Tamera Pegg, Director

**KIDS IN DISCOVERY PRESCHOOL
Registration 2011-2012**

Registration # _____

Rev. 1/2011

Date Registered: _____

Child's Full Name: _____ Preferred Name: _____

Child's Date of Birth: _____ Child's Age on 9/1/2011: ____ years ____ months Gender: M / F

Home Address: _____ City: _____ Zip: _____

Mother's Name: _____ Email: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Father's Name: _____ Email: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Please check all that apply:

Returning Family* Name of Child(ren) who attended KIDS: _____
Date Child(ren) attended KIDS: _____

Church member **New to KIDS in Discovery**

*Please tell us how you heard about us? Current KIDS parent KIDS alumni Internet
 Drove By Word of Mouth Friend Ad

***Please mark first and second choice below:**

	<u>Class</u>	<u>Days</u>	<u>Non-Refundable Registration Fee</u> (must accompany this application)	<u>Monthly Tuition</u>	<u>Annual Tuition</u> <small>2% discount paying tuition in full</small>
	Two Year Old	Monday, Wednesday, Friday	\$110	\$255	\$2,249
	Two Year Old	Tuesday & Thursday	\$110	\$182	\$1,609
	Three Year Old	Tuesday & Thursday	\$110	\$160	\$1,411
	Three & Four Year Old	Monday, Wednesday, Friday	\$110	\$208	\$1,835
	Three & Four Year Old	Tuesday, Thursday, Friday	\$110	\$208	\$1835
	4-day Pre-Kindergarten	Monday through Thursday	\$125	\$260	\$2,293
	5-day Pre-Kindergarten	Monday through Friday	\$125	\$300	\$2,646

PLEASE TURN OVER TO REVIEW AND SIGN REGISTRATION AGREEMENT >>>>

WAITING LIST: Once classes are filled, Kids in Discovery Preschool will maintain a waiting list for families interested in any new vacancies. Should a slot open during the course of the year, we offer the slot to the first person on the waiting list. If they are interested, the slot is theirs. If not, we offer it to the second person on the waiting list and so on. There is a non-refundable \$25 fee to be placed on the waiting list. This fee will be applied to the registration fee should your child be enrolled any time during the school year.

FOR OFFICE USE ONLY:

Check # _____ Amount \$ _____ Class Assignment: _____

Office Notes:

KIDS IN DISCOVERY PRESCHOOL
Discovery United Methodist Church
13000 Gayton Road – Richmond, Virginia 23233
Phone: (804) 360-7421 Fax: 804.360.5429
Email: kidsindiscovery@discoverymethodist.org
www.kidsindiscovery.org

REGISTRATION CONTRACT

1. **I agree to pay tuition in 9 monthly installments or one annual amount. With the first payment due July 1st (non-refundable) and subsequent monthly payments will be September 1st through April 1st.**
2. Kids in Discovery agrees to notify me whenever my child becomes ill, and I will arrange to have my child picked up as soon as possible, if so requested by the school.
3. I authorize KIDS to obtain immediate medical care for my child if any emergency occurs when I cannot be located immediately. If I object to KIDS seeking emergency medical care for my child, I will provide a statement to KIDS that states my objection and the reason for my objection.
4. I agree to inform the school within 24-hours or the next business day after my child or any member of my immediate household has developed a reportable communicable disease, as defined by the State Board of Health, except for life-threatening diseases which must be reported to the school immediately.
5. I give my permission for my child to be included in evaluations and pictures connected with the program.
6. I give my permission for my child’s picture to be posted on our school website & Facebook page. (Children will not be identified by name on website. Only photos will be used.)
 Initial here if you DO NOT want your child’s photo on the KIDS website.
 Initial here if you DO NOT want your child’s photo on the KIDS Facebook page.
 (Leave blank if you give permission)
7. I give my permission for my name, address and phone number to be in my child’s classroom directory.
 Initial here if you DO NOT want your information in your child’s classroom directory.
 (Leave blank if you give permission)
8. I give my permission for my name, address and phone number to be in the Kids in Discovery Preschool directory.
 Initial here if you DO NOT want your information in the Kids in Discovery Preschool directory. (Leave blank if you give permission)

Parent or Guardian Signature

Date

Administrator of Kids in Discovery Preschool Signature

Date