

**KIDS IN DISCOVERY PRESCHOOL**  
**Discovery United Methodist Church**  
**13000 Gayton Road – Richmond, Virginia 23233**  
**Phone: 804.360.7421 Fax: 804.360.5429**  
**Email: [kidsin discovery@discoverymethodist.org](mailto:kidsin discovery@discoverymethodist.org)**  
**[www.kidsin discovery.org](http://www.kidsin discovery.org)**

## **Kids In Discovery Preschool Registration 2012 – 2013**

Welcome to Kids in Discovery Registration for the 2012-2013 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 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 with complete and updated immunizations. \*

\* The above items will be required upon enrollment.

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

Registration fee is \$125 for all 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, 2012. 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](mailto:kidsin discovery@discoverymethodist.org) if you have any questions. You can also visit us on the web at [www.kidsin discovery.org](http://www.kidsin discovery.org) or visit our Facebook Page.

Tamera Pegg, Director

**KIDS IN DISCOVERY PRESCHOOL  
Registration 2012-2013**

Registration # \_\_\_\_\_

Rev. 12/2011

Date Registered: \_\_\_\_\_

Child's Full Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Child's Date of Birth: \_\_\_\_\_ Child's Age on 9/1/2012: \_\_\_\_ 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: \_\_\_\_\_

Child lives with:  Both Parents  Father  Mother  Other \_\_\_\_\_

**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

referred by: \_\_\_\_\_  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) Fee for 2 <sup>nd</sup> child is \$100	<u>Monthly Tuition</u>	<u>Annual Tuition</u> 2% discount paying tuition in full
<b>Two Year Old</b> Must be 2 by 5/30	Monday, Wednesday, Friday	\$125	\$260	\$2,293
<b>Two Year Old</b> Must be 2 by 9/30	Tuesday & Thursday	\$125	\$187	\$1,764
<b>Three Year Old</b> Must be 3 by 9/30	Tuesday & Thursday	\$125	\$165	\$1,455
<b>Three Year Old</b> Must be 3 by 9/30	Monday, Wednesday, Friday	\$125	\$210	\$1,852
<b>Three Year Old</b> Must be 3 by 9/30	Tuesday, Thursday, Friday	\$125	\$210	\$1,852
<b>4-day Pre-Kindergarten</b> Must be 4 by 9/30	Monday through Thursday	\$125	\$270	\$2,281
<b>5-day Pre-Kindergarten</b> Must be 4 by 9/30	Monday through Friday	\$125	\$305	\$2,690

**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.

**FOR OFFICE USE ONLY:**

Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_ Class Assignment: \_\_\_\_\_

Office Notes: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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**REGISTRATION CONTRACT**

1. I agree to pay tuition in 9 monthly installments or one annual amount. With the first payment due July 1<sup>st</sup> (non-refundable) and subsequent monthly payments will be September 1<sup>st</sup> through April 1<sup>st</sup>.
2. I agree to provide Kids in Discovery with current immunization records, original birth certificate and full completed information form before expecting my child to be admitted into any of the preschool classrooms.
3. Kids in Discovery Preschool has the right to refuse/withhold/terminate services at any given day for any reason at all or at any given time.
4. 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.
5. 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.
6. 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.
7. I give my permission for my child to be included in evaluations and pictures connected with the program.
8. 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)
9. 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)
10. 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**

\_\_\_\_\_  
**Parent or Guardian Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Administrator of Kids in Discovery Preschool Signature**

\_\_\_\_\_  
**Date**