

Students Name: _____

Date of Birth: _____



St. Paul Lutheran Preschool Summer Registration Packet

Enrollment Packet Includes:

1. Description of Fees
2. Registration
3. Permission Forms
4. Handbook
5. Parents' Guide to Licensed Child Care
6. Tuition Prices
7. Emergency Card

Please fill out all below forms and return

Registration Check List:

- ____ Description of Fee's and Contract
- ____ Registration
- ____ Permission Slip
- ____ Emergency Card
- ____ Signed Parent Handbook Form
- ____ Immunization Records

Incomplete packet will NOT be accepted

Please read the following page over carefully to avoid any misunderstanding.

Please read the following

Return Packets to:

3077 East Rezanof Drive / Mailing Address PO Box 102

Kodiak, Alaska 99615

(907) 486-5317 Fax: 486-6840

Late Pick-up Charge

St. Paul Lutheran Preschool program ends at 5:30, I _____, understand that a fee of \$1 will be added to my account and a \$50 will be charged for the first 5 minutes or any portion thereafter the program ending at 5:30pm. An invoice will be issued and is due within 30 days. **Repeated failure to pick-up on time can result in disenrollment.**

Early Drop Off & Late Pick Up

I _____, understand that if my child is not enrolled in the full-time program I will be charged accordingly. Early drop off and late pick ups from the part time program will result in additional charges. I understand if these charges are not paid within 30 days a late fee will be added, and my child(s) could possibly disenrolled from the program.

St. Paul Preschool Payment Contract

I _____, understand that when registering my child in programs provided by St. Paul Lutheran Preschool a bill will go out on the 15th of the month prior and I have until the 1st of the month to pay the bill in full. **If the bill is not paid by the 5th St. Paul Lutheran Preschool will add a \$50.00 late fee to my bill and my child cannot return to school until my bill is paid in full.** I understand that I am responsible in paying my full bill even after my child has left. **If you decide not to return and haven't paid your bill in full, St Paul Lutheran Preschool will give you a 30 day notice to pay your bill in full before proceeding with Alaska Small Claims Court.**

Lastly, I am responsible for any co-payment, if I receive childcare assistance or scholarship form the State of Alaska, KANA, or the Government.

I have read and understand St. Paul Lutheran Preschools Description fee page.

Signature: _____ Date _____

St. Paul Lutheran Preschool Summer Registration 20__

St. Paul Lutheran Preschool mission is to provide care for children 2 years old to 8 years old of age by offering developmentally age appropriate activities that stimulate physical, social, academic, emotional, and spiritual growth of children. While developing such aspects as fine and gross motor skills, problem solving, creative expression, and positive social interactions, in a Christian environment.

Child's Name _____ **DOB** _____

Physical Address _____ **Town** _____ **Zip** _____

Mailing Address _____ **Town** _____ **Zip** _____

Parent/Guardian _____ **Phone** _____

Parent/Guardian _____ **Phone** _____

E-mail _____

Allergies/Medical Concerns

Select Options that Best Suits Family:

Toddler Time Care (24+ Months)

_____ Full Time (7:30 AM – 5:30 PM)

_____ Part Time _____ 9:00 AM – 12:00 AM

_____ Hourly (minimum of 2 hours)

Circle Days Needed for Care: M – T – W – TH – F

Busy Bees (2 years old – 3 years old)

_____ Full Time (7:30 AM – 5:30 PM)

_____ Part Time _____ 9:00 AM – 12:00 AM

_____ Hourly (minimum of 2 hours)

Circle Days Needed for Care: M – T – W – TH – F

Little Explorers (3 years old – 4 years old)

Must be potty trained

_____ Full Time (7:30 AM – 5:30 PM)

_____ Part Time _____ 9:30 AM – 12:30 AM

_____ Hourly (minimum of 2 hours)

Circle Days Needed for Care: M – T – W – TH – F

Discoverers (5 years old – 8 years old)

_____ Full Time (7:30 AM – 5:30 PM)

_____ Part Time _____ 9:30 AM – 12:30 AM

_____ Hourly (minimum of 2 hours)

Circle Days Needed for Care: M – T – W – TH – F

Summer Program

St. Paul Lutheran Preschool will be following the Growing Up Wild Curriculum that was provided to us by Project Wild. The goal for this curriculum is to get students outside and learn more about what Alaska has to offer. St. Paul will also be integrating the Bible into this curriculum

Dates	Theme	Choose a Theme
June 3-7	Seed Need	<input type="radio"/>
June 10-14	Wildlife is Everywhere	<input type="radio"/>
June 17-21	What's Wild	<input type="radio"/>
June 24-28	Grow as We Go	<input type="radio"/>
July 1-3	Who Lives in a Tree	<input type="radio"/>
July 8-12	Bug Wonder	<input type="radio"/>
July 15-19	Lunch with a Bear	<input type="radio"/>
July 22-26	Tracks	<input type="radio"/>
July 29- Aug 2	Backbone Banaza	<input type="radio"/>
August 5-9	Fishing Fun	<input type="radio"/>
August 12-16	Wildlife Water Safari	<input type="radio"/>
August 19 - 20	Aqua Charades	<input type="radio"/>

ST. PAUL LUTHERAN PRESCHOOL PERMISSION FORMS

Please carefully read and respond to the following permission forms:

Photograph Consent

Please Initial the

_____ I give St Paul Lutheran Preschool my permission to use my child's photograph for public news media including St Paul Lutheran Preschool web pages such as St. Paul Lutheran Preschool on Facebook.

_____ Allow my child's class work to be published on St. Paul Lutheran Preschool web pages or news media.

_____ I understand that the school **will not** list student names on any web

Child Drop-Off and Pick Up Policy

_____ When enrolling your child at St. Paul Lutheran Preschool, it is understood that the guardian's sign child into the binder located by the office, at drop off and pickup.

_____ I understand I am responsible for walking my child into St. Paul Lutheran Preschool and getting them settled into their classroom(s)

_____ I am aware that St. Paul Lutheran Preschool will not release my child to a person not on the emergency contact card, unless written authorization is provided that includes the person name and relationship. **They will need a photo ID at pick up.**

Permission for Routine Walks and Field Days

St. Paul Lutheran Preschool will take routinely outdoor walks around and outside of the property. I give my child permission to accompany his/her group on routine walk throughout the school year. I also give permission for my child to participate in field days to Woody Way Field, I understand St. Paul Lutheran Preschool will give me at least a 24-hour notice.

Parent/Guardian Signature _____ Date _____

Parent Handbook

I, _____ (PRINT NAME) have read the St. Paul Lutheran Preschool Parent Handbook that was provided to me by St. Paul Lutheran Preschool. I fully comprehend the fee schedule, due dates that have been set by the facility along with the expectations that I am responsible for as a parent or guardian. I also understand as the parent or guardian of a student at the school I will commit to following the program rules for the remainder of my child(s) enrollment. Any further changes to the Handbook or procedures will be e-mailed immediately.

Parent Signature _____ Date _____