

St. Paul's Episcopal Preschool

Celebrating more than 50 years of quality early childhood education. 1957 - 2012

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2012 - 2013

APPLICATION for ENROLLMENT

[For returning students, you need only supply information that is new or different from last year (2011/2012) on this page.]

Pre-K (4-year-old) & READINESS (5-year-old)

___ **Mon-Thurs/Fri Pre-K class; [Fri? yes no]**
* Circle "yes" or "no" for Fridays beginning in Sept. 2012.
Friday may be added at any point during the school year but, once added, is permanent for the remainder of the year.
___ **Mon-Fri Readiness class**

CHILD'S NAME _____ (_____)
Last First Middle Nickname

ADDRESS _____ HOME PHONE: _____

_____ Zip _____ EMAIL _____

SEX: _____ Date of birth: ____ / ____ / ____ Age on August 31, 2012: _____ years ____ months

MOTHER'S NAME _____ CELL PHONE: _____
Please give name or nickname that is preferred.

Place of Employment _____ WORK #: _____

FATHER'S NAME _____ CELL PHONE: _____
Please give name or nickname that is preferred.

Place of Employment _____ WORK #: _____

LOCAL EMERGENCY CONTACT, after attempting to reach both parents, call: cell # _____
Name Relationship to child home Phone

MEDICAL EMERGENCY: _____ Doctor or practice Phone

MEDICAL INSURANCE: Carrier _____ Policy # _____ Group # _____

Previous group/preschool experience: _____ Siblings (names & ages): _____

\$125.00 REGISTRATION FEE MUST ACCOMPANY THIS APPLICATION

Maximum registration fee per family: \$250.00. Make checks payable to *St. Paul's Preschool*.

GENERAL REGISTRATION INFORMATION FOR PRE-K and READINESS CLASSES

Tuition fees: 4 days/wk - \$240.00/month; 5 days/wk - \$265/month

Children must be four years of age on or before August 31, 2012 in order to enroll in the Pre-K classes, with the exception of children who were previously enrolled and are being "grandfathered" due to the change in cut-off dates from October 16 to August 31. **To enroll in the Readiness class a child must be 5 years of age by August 31, 2012.**

All children enrolled in Pre-K and Readiness will be charged a shop fee of \$100/year, payable by September 15, 2012. This fee partially covers the cost of teaching and materials in wood/clay shop.

Two **Pre-K classes (Monday-Friday)** will be offered, with the option of attending only Monday-Thursday for all or part of the year in both classes. Fridays may be included from the beginning of school or added permanently at any point during the year. The **Readiness class** meets Monday-Friday.

In order to guarantee your place, **the first month's non-refundable tuition is due no later than May 15, 2012** (or upon registration at a later date). Tuition is paid one month in advance. Registration fees are non-refundable, except for those moving out of town prior to August 1, 2012.

SPP Registration Worksheet

Thank you for completing the following worksheet to determine your rank for placement in the St. Paul's Preschool registration process. Once the information provided has been confirmed and applications have been reviewed, class assignments will be made in order of point totals. *Active* parishioners of St. Paul's Episcopal Church will receive priority based on length of membership (see below). As always, any child currently enrolled at St. Paul's Preschool is guaranteed a space (not necessarily first choice) for the 2012/2013 school year.

Every effort will be made to accommodate your wishes and the needs of your children. However, we can no longer honor requests for certain teachers. An attempt will be made to equalize the number of boys and girls in a class, and this may cause the point count to be out of balance. Days for Tiny Tots will be matched with those of older siblings. The preschool director, assisted by teachers and/or board members will determine overall placement. In the event of a tie for one remaining space in a class, the following facts (in this order) will be used to determine placement: 1) Total number of years the family has been at St. Paul's Preschool, 2) Parent is a St. Paul's Preschool alum, 3) Child has siblings currently enrolled at SPP, and 4) Child enrolling had a sibling(s) previously enrolled in the class.

PLEASE NOTE—St. Paul's Preschool welcomes families in our community who are not currently affiliated with our church or our preschool. For those who are not parishioners of St. Paul's Episcopal Church, do not have a currently or previously enrolled child, or a parent is not an alumnus of St. Paul's Preschool, this pre-enrollment worksheet will not apply. Therefore, openings within the preschool (after affiliated persons have registered) will be available for other interested applicants to **register in person** on Monday, February 27, 2011 beginning at 10:00 AM.

[Non-affiliated out-of-town applications may be mailed in (postmarked by February 17, 2012). Email is not an option as a registration fee check is required. In situations where individuals are moving to Winston-Salem at a later date and are currently living out of town, a number, drawn at random and based on the number of mail-in applications plus the number of people in line at 10:00 AM on the day registration opens to the public, will be assigned to the mail-in applications.]

Are parents (one or both) **active*** members of St. Paul's Episcopal Church? Yes No

If "yes", choose one: **Active*** Parishioner (membership of one year or more) Date joined: _____

New Active* Parishioner (less than 1 year membership) Date joined: _____

***ACTIVE PARISHIONER** means participating in Holy Communion at least 3 times a year and making an annual pledge to St. Paul's. The 2011 pledge must be honored (paid) and a 2012 pledge recorded. The Stewardship Office will verify that a pledge has been made and/or paid, but the amount will never be shared.

POINTS TABULATION (enrollment is on a "space available" basis; classes will not be over-loaded):

1. **Choose only one** of the following (A, B, or C):

A) Child registering is currently enrolled _____ 8 points

B) Child registering has a St. Paul's Preschool sibling _____ 6 points
(sibling is currently enrolled or has moved on)

C) Child registering has a parent who is an alumnus of St. Paul's Preschool _____ 4 points
Name of parent alum: _____

2. Parent is enrolling two or more children for the upcoming school year _____ 2 points

3. Number of **school years**** the family has had any child(ren) enrolled at SPP _____ (1 year= 1 point)
** regardless of number of children enrolled; ½ point for ½ school year enrolled

Please list the school years anyone in the family has been enrolled at SPP: (i.e., 2010/11, 2011/12, etc.)

GRAND TOTAL OF POINTS

St. Paul's Preschool 2012 REGISTRATION DATES

Wednesday, February 15 Absolute deadline for registration of **children of active St. Paul's parishioners** (communion 3 times/year, paid pledge to St. Paul's, and member more than 1 year), **non-parishioner children currently enrolled and their siblings, siblings and/or children of alumni,** and **new parishioners of St. Paul's Episcopal Church** (less than one year membership). Points must be tabulated (see above) in order for the application to be processed. Applications plus registration fees may be hand-delivered to the preschool office or mailed (postmarked by February 10th) to:
St. Paul's Preschool, 520 Summit St., Winston-Salem, NC 27101.

Monday, February 27* PUBLIC REGISTRATION **Registration opens to the public at 10:00 AM in the Youth Room** (West Entrance off back parking lot, first floor, follow signs). Beginning Monday, February 20 available spaces in each class will be listed on the preschool tab of the church website, www.stpauls-ws.org. You may find out which classes still have openings and how many spaces remain. (Very early arrival for registration is strongly discouraged, as there is no onsite security overnight.)

*In the event of inclement weather, the date of public registration may be changed. Call the preschool office (723-4395) for more information.