

REGISTRATION FOR 2017-18 SCHOOL YEAR



Registration Process:

- ▶ Kirk House Saratoga enrolls for one school year at a time.
- ▶ Registration is done on a first come, first served basis.
- ▶ Returning SPP families and Menlo Church members have priority. Once a child completes our program, families retain priority for additional children.
- ▶ After priority registration is offered, general registration begins for new families. Registration forms will be mailed or handed out to and accepted from all new families in February.
- ▶ At the time of registration, a Registration Fee of \$100 is collected for the upcoming year. Registration fees are per child and all registration fees are non-refundable.
- ▶ Once the registration for a class is full, additional children will be placed on a wait list according to the order their application was received. Notification of enrollment status is in mid-March.
- ▶ All admission forms and one month of prepaid tuition are due by the first Friday in June to secure your place for September. If you get into a class and release your spot, tuition can be refunded if another child replaces your child; tuition refunds will not be made after June 30.
- ▶ Please note classes and teachers are subject to change. Actual placements are not made until after tuition is collected. If you wish for your child to be placed with a specific teacher or friend, please indicate this on the attached application; an attempt will be made to accommodate your requests but cannot be guaranteed.
- ▶ All classes are contingent upon sufficient enrollment and sufficient staffing.

Contact:

Kirk House Saratoga
Sheri Smartt, Director
sppreschool@sbcglobal.net

KIRK HOUSE PRESCHOOL PROGRAMS



Threes

Often a child's first school experience, the focus is on social development and learning through play with the introduction to teacher directed activities such as Circle Time and group activities. Social and emotional growth are emphasized as well as an introduction of academic skills. Child attends 9:00-12:00 two days a week. **Child must be 3 by 12/31/17 and well on the way to being potty trained.**

Young Fours

The goal of this program is a balance of free play exploration and more structured, teacher directed activities in order for the child to learn to love school. Children most likely will have another year of preschool or attend Transitional Kindergarten the following year. Social and emotional growth are emphasized as well as an introduction of academic skills. Children attend 9:00-12:00 three days a week. **Child must turn 4 by 3/1/18 and potty trained.**

Pre K

The goal of this program is to introduce more structured and teacher directed activities in order for the child to grow and learn in all developmental areas. Most children will go to Kindergarten the following year. Social and emotional growth are emphasized in addition to academic skills, since all are important for Kindergarten success. Parents have a choice for children to attend three or four days. **Child must turn 4 by 9/1/17.**

Jr K

This program is designed for the five or almost five year old who would benefit from an additional year in a preschool environment. The goal of this program is to help students build their confidence and independent decision making while continuing to develop their academic skills. **Child must be 5 by 12/31/17 or by SPP teacher recommendation.**

PROGRAM	MINIMUM AGE	DAYS	TIMES	MONTHLY TUITION 2017-18
Threes	3 by 9/1/17	Tues/Thurs	9AM-12PM	\$340
Threes/Young Fours	4 by 3/1/18	Mon/Wed/Fri	9AM-12PM	\$460
4 Day Pre K	4 by 9/1/17	Tues thru Fri	9AM-1PM	\$640
Jr K	5 by 12/31/17	Mon thru Fri	9AM-1PM	\$810



APPLICATION FOR 2017-2018 SCHOOL YEAR

CATEGORY

- Current family
 Alumni
 Menlo family
 New family

Child's Name DOB Gender

PROGRAMS

Threes	3 by 12/31/17	<input type="radio"/> Tues/Thurs	9AM-12PM
Threes/Young Fours	4 by 3/1/18	<input type="radio"/> Mon/Wed/Fri	9AM-12PM
4 day Pre K	4 by 9/1/17	<input type="radio"/> Tues-Fri	9AM-1PM
Jr K	5 by 12/31/17	<input type="radio"/> Mon-Fri	9AM-1PM

CONTACT INFORMATION

Parent(s) Name(s)

Address

Daytime Phone E-Mail

Languages spoken at home

How I heard about Kirk House Saratoga

I understand

- ▶ My \$100 registration fee for each child is non-refundable.
- ▶ Once the classes are filled, names will go on a wait list in the order they are received.
- ▶ Classes are contingent upon sufficient enrollment and staffing.
- ▶ I will be notified by mid-March of my enrollment status.
- ▶ Kirk House Saratoga does not discriminate on the basis of race, nationality, religion or ethnic origin.

Parent Signature Date