

St. John's Lutheran Pre-School

13115 Telegraph Road
Taylor, Michigan 48180

734-287-2080

2009-2010

APPLICATION FOR ADMISSION AND REGISTRATION

NEW ENROLLMENT _____

RE-ENROLLMENT _____

_____ MEMBER OF ST. JOHN'S _____ MEMBER OF OTHER CHURCH

_____ Non-Member (No Church Affiliation)

Enrollment for _____ (3 year old) _____ (4 year old)

Date of Application _____

Name of child _____

LAST

FIRST

MIDDLE

Date of Birth _____

Address _____

(Number)

(Street)

(City)

(Zip)

Telephone Number _____

(Home)

(Work)

Baptized _____ Yes _____ No Date of Baptism _____

Name and address of Church where baptized _____

(Name)

(Number)

(Street)

(City)

(Zip)

Is child a member of St. John's Lutheran Church? _____ Yes _____ No

APPLICATION WILL NOT BE CONSIDERED UNLESS ACCOMPANIED BY SIGNED REQUIRED DOCUMENTS AND REGISTRATION FEE

Registration fee: \$35.00

Paid: Receipt # _____ Check _____ Cash _____ Date _____

Rev. 2-2009

(Please complete all of application)

CURRENT CHURCH AFFILIATION OF PARENTS

Father _____
Name of Church Address City Zip

Telephone Number _____

Mother _____
Name of Church Address City Zip

Telephone Number _____

HOUSEHOLD STATUS INFORMATION

FATHER

MOTHER

Name _____

Name _____

Address _____

Address _____

If different than student

If different than student

Telephone _____

Telephone _____

Home

Work

Home

Work

Occupation _____

Occupation _____

(Check only those which apply)

____ Deceased

____ Deceased

____ Married

____ Married

____ Separated

____ Separated

____ Divorced

____ Divorced

____ Remarried

____ Remarried

____ Single

____ Single

OTHER CHILDREN IN FAMILY

NAME

SCHOOL ATTENDING

BIRTH DATE

1. _____

2. _____

3. _____

4. _____

EDUCATION

School last attended _____

Name

School Address _____

Number

Street

City

State

Zip

Last Grade Successfully Completed _____

Reason for seeking enrollment (If new enrollment) _____

Has your child experienced any academic or social difficulty in school? _____ Yes _____ No

If yes, please explain _____

I give my permission to have my child tested by St. John's Lutheran School for the purpose of grade placement and/ or determining any academic difficulties.

SIGNED _____

MEDICAL

Please complete the following information relative to child's general health.

1. Child has had chickenpox disease _____ month _____ year (For State Records)

2. Is there any defect of vision or hearing for which the school could help your child by proper seating or other action? _____ Yes _____ No

If yes, what would you recommend?

3. Is there any physical defect which would limit participation in any (a) classroom (b) Physical Ed.

_____ Yes _____ No

If yes, please comment _____

4. Pupil lives with

() own father () own mother () Stepfather () Stepmother () Other

5. If child is not living with both parents, who is the custodial parent during school days?

Name _____

Telephone # _____

Preschool Obligation

Dear Parent,

St. John's Lutheran School is a Christian school that provides a quality academic education which focuses on Jesus Christ. The entire program of curricular and extra-curricular activities is planned with the hope and prayer that the faith of students and teachers is nurtured and strengthened each day of the school year.

We request and expect full cooperation from students, parents, and teachers regarding all rules and regulations. We operate on the premise that the school has the authority to reprimand, suspend, or expel a student whenever the rules are not obeyed. We also want parents and students to know that tuition must be paid on time. As Christians, you will make every effort to be in Church and Sunday School on a regular basis. Members of St. John's shall remain faithful in their church contributions. As interested parents, you will want to refer to your parent handbook for further information and school policies.

If you agree with the above statement and the statements contained in the application packet, please sign this sheet and return it with the enrollment form and required fee.

Signature of parent or guardian

Date

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Statement of Goals and Purpose

A Christian Education is a vital aspect of God's plan, commanded by Him to the church through the Great Commission, Matthew 28:19, 20. St. John's Lutheran church recognizes this as an educational privilege and therefore operates a Christian Day School for approximately 150 students in Preschool through Eight Grade. The school was begun in 1931 and is affiliated with the Lutheran Church-Missouri Synod.

St. John's believes that Christ is the center of our lives whether it be in academics, athletics, or social events. This attitude is expressed daily by teachers in class devotions, weekly chapel worship, discipline procedures and in on-going relations with one another.

To assist parents and students, St. John's offers in addition to the classroom teacher, a principal and pastoral staff, a librarian, speech correction instructor, and counselors, as well as programs in the areas of art, music, physical education, and a Latch Key program before and after school hours.

Our program of studies is designed to meet the needs of youth in a changing society. St. John's strives to employ the best methods of teaching, whether traditional or contemporary, and to maintain the highest standards in its education program.

St. John's Lutheran Preschool is a ministry of St. John's Lutheran Church to its members and to families in the community. The goal of the Preschool is to assist and encourage the child in his spiritual, physical, emotional, intellectual, and social development. St. John's is a nurturing and loving environment of planned experiences which stimulate the child to explore and examine the world around him through individual and group activities.

ST JOHN'S LUTHERAN PRESCHOOL GENERAL INFORMATION

ENROLLMENT

- A. All inquiries regarding the Preschool should be made through St. John's school office, (734) 287-3866.
- B. Sessions are held from 9:30 a.m. - noon
 1. Three year olds may attend two or three mornings per week.
 2. Four year olds attend three mornings per week
 3. Class size will be limited to 18 students. **(Depending on number of students, will determine what days students will attend.)**
 4. A consideration for enrollment of children will be the date of the application.
- C. Children must be between the ages of 3 and 5. **Children must be three or four by December 1st.**
 1. Children should be toilet trained and able to communicate their needs to others.
 2. Children should be physically and emotionally able to conform with the general standards of their age group.

- D. A child shall not be considered officially enrolled until the following are completed and returned to the School Office.
1. Paid registration fee.
 2. Child Information Card
 3. Enrollment and personal information form.
 4. State Health Form. All dates must be complete. (Month, Day and Year) No more than 6 months old)
 5. Original Birth Certificate

Health Requirements

- A. Before your child may enter the Preschool, the following health standards must be met. Some of these are set by our Preschool, others are required by the Michigan Department of Public Health, and we must comply to maintain our license.
1. Physical examination - for all new students.
 2. T.B. test. T.B. test results must be listed on the health form. This is for all new students.
 3. All immunizations must be up to date (DTP, Polio, Measles, Mumps, Rubella, Influenza type B, Chicken Pox, and Hepatitis B.
 4. Eye and Hearing examination.
 5. History of communicable diseases.

There are spaces on the health form for the above information. Please be sure that all blanks are filled in and that the form is signed and dated by the physician and the parent.

- B. When your child is absent, the parent must call the school and report to the office why the child will not be in attendance that day. Parents should contact the school immediately if their child has a communicable disease such as strep throat, chicken pox, measles, mumps, head lice, etc., so that the other parents can be notified.
- C. Parents are expected to use sound judgment concerning the “common cold”, diarrhea, vomiting, headache, congestion, redness or discharge from eyes, ears, nose or throat, and any skin rash or un-diagnosed fever. Please keep children with visible sign of these illnesses at home.
- D. Please notify the teacher if you child has allergies to specific foods, soaps, insect bites, etc.

Tuition

- A. Tuition is an annual fee of 765.00 for 2 days a week and 900.00 for 3 days a week. It is broken into nine monthly payments for your convenience. Therefore, tuition will be 85.00 (Sept. - May) for 2 days and 100.00 (Sept. - May) for 3 days.
- B. The total monthly tuition fee must be paid whether the child attends classes or not during that month.
- C. There is an initial registration fee of \$35.00, which is not refundable. The registration fee remains the same no matter what month of the school year the child enters Preschool.
- D. An additional 5.00 late fee is required for payments received after the second Monday/Tuesday of each month.

There will be a \$35.00 charge for checks that are returned from bank.

Withdrawal

- A. If it is necessary for the child to permanently cease attending the Preschool for any reason, a two week notice of this intention is required.
- B. Tuition rebates will be handled by the school on an individual basis.

School Closing

When St. John's Lutheran School is closed because of inclement weather. In-service days, or vacations (Thanksgiving, Christmas, and Easter), the Preschool will also be closed.

Outdoor Play

The children will either play indoors, in the gym, or outdoors, weather permitting. In cold weather, the children will be outdoors only if it is above 32 degrees. Under normal circumstances do not expect the teacher to keep your child indoors when the others are outdoors. Make arrangements with the teacher if there is a special circumstance.

Arrival and Dismissal

- A. Upon arrival, parents **MUST** accompany their child to the room. At departure, parents **MUST** come to the room. Under no circumstances will a child be allowed to leave Preschool room unaccompanied by a parent or designated adult.
- B. It is the parent's responsibility to notify the teacher when any other person will be picking up their child, or if any other unusual procedure is to take place. Please notify the Preschool Director through the school office at 734.287.2080.

General Information

- A. It would be most helpful to the teacher if parents would inform the teacher when any unusual circumstance occurs at home which may result in a change in the child's behavior and feelings.
For example: new baby, illness, death, etc.
- B. Birthdays are celebrated very simply at snack time. If you wish, a special snack may be brought for this occasion.

What Parents Can Do To Prepare The Child For Preschool

- A. Teach your child to dress him/herself.
- B. Label the child's outer clothing.
- C. Provide simple, washable, easy to manage clothing for your child. Since the children use paint, it may get on their clothing. Treat as blood stain by soaking in cold water.
- D. Provide the child with some sort of book bag which can be used to take home projects and notes. When your child does arrive home, make sure to examine the contents of the bag for notes which are important to you and projects which are important to your child.
- E. Guide the child to show independence in taking care of his toilet needs. All children must be toilet trained.
- F. Develop the Attitude That School is a Happy Place and That The Teacher is a Friend.

In His Name,

Kelly Perecki, Director
Board of Christian Education