



989 Country Club Road
Eugene, OR 97401
541.683.9205
www.GraceCommunityPreschool.org

Application for Admission

We are excited that you are interested in joining our preschool community! In order for your little one to be considered for our program, this application needs to be filled out in its entirety. Applications are processed on a first come, first serve basis. The earlier you submit your application, the higher preference you will have for class selection.

There is a \$50 non-refundable application fee and is due at the time you submit your application. We will also be asking for a \$75 supply fee when classes begin.

Grace Community Preschool & Kindergarten only enrolls students who have reached the age of 3 by September 1, 2022, and are fully potty trained. Please see individual age requirements associated with each class. Our classes are structured around a two-year pre-kindergarten program.

Student Application

Child's Full Name: _____
Last First Middle

Preferred Name: _____

Gender: [] Male [] Female

Date of Birth: _____

Mailing Address: _____

City, State, Zip: _____

Primary Phone Number: _____

Family E-Mail Address: _____

Is your mailing address the same as your home address? [] Yes [] No

If you answered no, please indicate your home address here:

What is the primary language spoken at home? _____

What languages does your child understand? _____

How did you hear about Grace Community Preschool & Kindergarten? _____

Does your child have any prior preschool experience? If so, where? _____

Does your family regularly attend church? If so, where? _____

What are some of your child's favorite things? _____

Does your child have any fears we should be aware of? _____

What would you like your child to glean from his/her preschool experience? _____

Anything else we should know about your child? _____

Parent/Guardian & Family Information

PARENT/GUARDIAN #1 INFORMATION

Full Name: _____

Preferred Name: _____

Relationship to Child: _____

Primary Phone: _____ [] home [] cell [] work

Secondary Phone: _____ [] home [] cell [] work

E-Mail Address(es): _____

Home Address (if different than child's): _____

Occupation: _____

Employer: _____

PARENT/GUARDIAN #2 INFORMATION

Full Name: _____

Preferred Name: _____

Relationship to Child: _____

Primary Phone: _____ [] home [] cell [] work

Secondary Phone: _____ [] home [] cell [] work

E-Mail Address: _____

Home Address (if different than child's): _____

Occupation: _____

Employer: _____

Parents Martial Status: [] Married [] Separated [] Divorced [] Other: _____

With whom does your child live? (Include siblings' names and ages) _____

Do you have any other children applying for admission to Grace Community Preschool & Kindergarten? If so, please indicate their names and ages here: _____

Emergency Contact Information

EMERGENCY CONTACTS SHOULD BE DIFFERENT THAN THE PARENT(S)/GUARDIAN(S) LISTED ABOVE.

EMERGENCY CONTACT #1 INFORMATION

Full Name: _____

Preferred Name: _____

Relationship to Child: _____

Primary Phone: _____ [] home [] cell [] work

Secondary Phone: _____ [] home [] cell [] work

E-Mail Address: _____

Home Address (if different than child's): _____

Occupation: _____

Employer: _____

EMERGENCY CONTACT #2 INFORMATION

Full Name: _____

Preferred Name: _____

Relationship to Child: _____

Primary Phone: _____ [] home [] cell [] work

Secondary Phone: _____ [] home [] cell [] work

E-Mail Address: _____

Home Address (if different than child's): _____

Occupation: _____

Employer: _____

Pick-Up Information

Grace Community Preschool & Kindergarten has a strict pick-up policy in order to ensure each child's safety. Paperwork regarding individuals authorized to pick up will be available.

Medical Information

PLEASE ATTACH A COPY OF YOUR CHILD'S IMMUNIZATION RECORDS TO THIS APPLICATION.

Child's Physician:

Name: _____

Phone: _____

Address: _____

City, State, Zip: _____

Child's Insurance Information:

Policyholder's Name: _____

Insurance Company: _____

ID #: _____

Group #: _____

In the event you cannot be reached, do you give Grace Community Preschool & Kindergarten permission to have your child transported and treated by an emergency room or urgent care facility?

Yes *(Please sign and date here)*

Signature: _____

Date: _____

No

Hospital Preference: _____

Has your child ever been seriously ill? Y N *(If yes, please provide details including dates):*

Has your child had the chicken pox? Y *Date:* _____ N

Has your child exhibited hand dominance? Y N *If yes, which hand?* Left Right

Does your child take any medication on a regular basis? Y N

If yes, please list names and purpose: _____

Child's Medical History:

Please identify if you have any concerns for your child in the following areas:

Physical Development Emotional Development Behavioral Issues

Vision *Does your child wear glasses?* Y N

Hearing *Does your child use hearing aids?* Y N

Speech *Is your child in speech therapy?* Y N

Respiratory Health (Asthma, etc.) Allergies _____

Nutrition/Eating *Is your child a picky eater?* Y N

Does your child have any dietary restrictions? Y N

If you checked yes to *any* of the above, please provide more details here: _____

Potty Training

It is required that all children at Grace Community Preschool & Kindergarten be potty trained. Grace Community Preschool & Kindergarten defines a potty trained student as a child who wears underwear during the day and clearly communicates a need to use the restroom. This ensures that our teachers may focus on teaching and not on changing diapers. Grace will be extended to children who have accidents infrequently. If a child is still wetting his/her pants on a daily basis, (s)he is not be ready for our program. Children will be asked frequently during the day if they need to use the restroom. We ask families to provide a full change of clothes to leave at the preschool in case of an accident.

Is your child potty trained?

YES (*for how long?*)

NO (*what is your estimated completion date for training*): _____

How does your child communicate a need to use the restroom? _____

All Classes Are Held From 9am - Noon

First-Year Students: (must be age 3 by September 1st of the current school year)

2 Days/Week (\$185/month)

Monday & Tuesday Class

Wednesday & Thursday Class

3 Day Pre-Kindergarten Students (must be age 4 by September 1st of the current school year)

3 Days/Week (\$215/month)

Monday, Tuesday, & Wednesday

4 Day Pre-Kindergarten Students (must be age 4 by September 1st of the current school year)

4 Days/Week (\$275/month)

Monday, Tuesday, Wednesday & Thursday

Kindergarten Class Schedule

5 day Kindergarten Students (must be age 5 by September 1st of the current school year)

5 Days/Week (\$325/month)

Monday, Tuesday, Wednesday, Thursday & Friday

PAYMENT PLANS:

Pay tuition *monthly*.

•Preschool tuition payments are payed equally over 10 months, beginning with the first payment in September and ending in June. Each month's payment is due on the 5th of the month.

2-Day Program: \$185/month

3-Day Program: \$215/month

4-Day Program: \$276/month

5-Day Program: \$325/month

Pay tuition *annually*.

•Due first day of school - prices shown reflect 5% discount on total tuition for school year.

2-Day Program: \$1,757/year

3-Day Program: \$2,042/year

4-Day Program: \$2,612/year

5-Day Program: \$3,087/year

Sibling Discount:

Wherein two or more children in the same household are enrolled in Grace Community Preschool & Kindergarten, a 20% tuition discount will be given to the additional child(ren) whose class cost is the lesser of them. (For example, a family with a children in the First-Year and 4-Day classes would be given the discount on the First-Year class tuition.)

Discounted 2-Day Program Cost: \$148/month

Discounted 3-Day Program Cost: \$172/month

Discounted 4-Day Program Cost: \$220/month

Discounted 5-Day Program Cost: \$260/month

Other Fees:

- **LATE FEE:** For every week your tuition is late, you will be charged an additional \$10. You will be charged the first \$10 on the 6th of September if your initial tuition payment has not been received.
- **LATE PICK UP FEE:** Children are expected to be picked up by 12:05pm for preschool classes, and within 5 minutes after each kindergarten class. For every minute a child remains under the preschool's supervision after the designated pick-up time, a \$1 fee is applied. If a parent/guardian knows in advance that (s)he is running behind, it is in his/her best interest to notify the preschool. Frequent late pick-ups may result in a family being asked to leave the preschool/kindergarten program.

Mission Statement and Values: Grace Community Preschool & Kindergarten strives to *give children purpose*. We recognize the **potential** in children as unique creations of God. We value the **partnership** with parents and families. We ensure quality **provision** through our school, facility, and staff. We believe in **play**, as learning is fun and creative. We have a **passion** for treating children with love, kindness, and respect.

Admission Policy: Grace Community Preschool & Kindergarten welcomes children who have reached the age of three by September 1, 2022 regardless of sex, race, color, creed or national origin. Application for admission to the preschool is open to any child. Applications are reviewed by the preschool's board to make sure the individual child's needs may be met. It is a requirement that children are fully potty trained. Grace Community Preschool & Kindergarten is a Christian organization and Bible based lessons are part of each day's activity.

Grace Community Preschool & Kindergarten reserves the right to immediately terminate any child's enrollment whose behavior becomes dangerous to other children and/or staff members and/or his/herself. Other grounds for termination include but are not limited to the following:

- * Repeated lateness on the part of the parent at pick-up time
- * Frequent unexcused absences
- * Disrespectful behavior from the child towards others in the program
- * The inability of a child to adjust to the program
- * Late tuition payment

All parents/guardians of applying students will be expected to provide the following the first week of school:

- The child's immunization records with application.
- Parent/Guardian photo ID

All items above must be submitted, regardless of whether a student is new or returning.

Any parent/guardian planning to remove their child from Grace Community Preschool & Kindergarten must give the director two weeks notice prior to removal. Tuition must be paid in full through the current month. Any payments made in advance (i.e. tuition for entire year paid) will be deemed non-refundable unless the Preschool Board decides otherwise. Once a child has been out of the Grace Community Preschool & Kindergarten program for a period of six weeks, a new application and application fee will be required.

By signing below, I agree to all policies enforced by Grace Community Preschool & Kindergarten. I understand that Grace Community Preschool & Kindergarten is a Christian organization and that my child will be taught from the Bible. I have read the program's mission statement and values. I understand that my \$50 application fee is non-refundable, regardless of whether or not my child is accepted. I understand that all payments made to Grace Community Preschool & Kindergarten will be considered non-refundable unless given specific exception by the board. I agree to pay tuition in accordance with the plan selected in this application. I also understand that by signing below I agree to thoroughly read the Student/Parent Handbook I receive by the first day of school.

Both parent/guardians must sign this application before it can be processed.

Parent/Guardian #1 Signature

Date

Parent/Guardian #2 Signature

Date