



Thank you for applying to the Rock Spring Presbyterian Church Kids' Day Out (KDO) & Preschool. Please review the following application procedures.

## Application Procedures for Parents of Current Students

- Complete and sign the attached registration form.
- Current students and their siblings are given priority consideration for enrollment.
- The initial admissions process for current students and their siblings ends February 17, 2010.
- Applications for admissions are considered in the order received.
- Schedule preferences will be honored in the order received.
- You will receive confirmation that your application has been received and will be notified by March 5, 2010 of admissions decisions.

**A non-refundable registration fee of \$150 per family will be due at the time of notification** to ensure placement in fall classes. *Your child's placement in the program is not guaranteed until the registration fee is received. If you are enrolled in Tuition Express, your registration fee will be automatically debited from your account on March 15, 2010, unless otherwise requested.*

## Application Procedures for Parents of New Students

- Complete and sign the attached registration form and include a **\$35 non-refundable application fee**.
- Applications from new students will be considered after the initial admissions process has ended.
- Applications from new students will be accepted until April 1, 2009 or until classes are full. You will be notified by April 15, 2009 of an admission decision ( if you submit an application before April 1) or as soon as possible after receipt of your application.

**A non-refundable registration fee of \$150 per family** will be due at the time of notification to ensure placement in fall classes. Your child's placement in the program is not guaranteed until the *registration fee is received.*

### **Please mail applications to:**

Rock Spring KDO Preschool  
Attn: Cheryl Johnston, Director  
1824 Piedmont Ave.  
Atlanta, Georgia 30324

*The mission of Rock Spring Kids' Day Out Preschool, an outreach ministry of Rock Spring Presbyterian Church (RSPC), is to provide an outstanding preschool to our community, as a reflection of our faith and love. Love and respect are shown to each child, who is understood to be unique and wonderful. Each child is nurtured through developmentally age-appropriate activities designed to meet their social, physical, emotional, spiritual and academic growth in a safe and enriching environment.*

*We welcome children and families from diverse religious and cultural backgrounds. We do this by emphasizing values such as sharing, respect for others, perseverance, love of self and others, cooperation and a sense of stewardship of the world.*

# Registration Form

Thank you for your interest in Rock Spring Kids' Day Out (KDO) Preschool. Please complete the following information and return it to the program director.



Child's name (last, first, MI):		<input type="checkbox"/> Returning family
		<input type="checkbox"/> New family
Nickname:	Date of birth:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Parent/Guardian's name (last, first):		Relationship to child:
Parent/Guardian's name (last, first):		Relationship to child:
Home Address:		
Home phone:	Mobile phone:	Work phone:
E-mail address:	Referred by:	How did you hear about KDO Preschool?

**CLASS REGISTERING FOR:** Please select the class for which you are registering your child.

- TODDLERS:** A 2 day per week program for children 12 months of age or older as of September 1.  
Please indicate your choice of days:  
First:  Mon.  Tues.  Wed.  Thurs.  Fri.    Second:  Mon.  Tues.  Wed.  Thurs.  Fri
- TWO-YEAR OLDS:** Children 2 years of age or older as of September 1 may attend 2-5 days/week.
- PRESCHOOL 3:** Toilet- trained children who turn 3 by December 31 may attend 2-5 days/week.  
Please indicate the number of days per week and your choice of days below:  
Number of days/week:     2 days     3 days     4 days     5 days  
First:  Mon.  Tues.  Wed.  Thurs.  Fri.    Second:  Mon.  Tues.  Wed.  Thurs.  Fri
- PRESCHOOL 4:** Pre-kindergarten program for children who turn 4 by December 31. (5 days/week)
- PRE-SCHOOL 5:** A kindergarten curriculum for children who turn 5 by September 1. (5 days/week) *Younger children who demonstrate appropriate academic readiness may participate in this class at the discretion of the director.*

If my child is admitted to Rock Spring Kids' Day Out & Preschool, I agree to:

- abide by the policies set forth in this application and all policies outlined in the Parents' Handbook;
- provide health and emergency contact information and my child's current immunization records when requested;
- participate as much as I am able in my child's classroom and attend teacher/parent conferences as requested by my child's teacher.

I understand that by signing this registration form, I am committing my child to KDO Preschool for the full school year. ***If I withdraw my child before the end of the current school year, I will be obligated to pay the full year's tuition, unless the withdrawal is due to a move outside the area.***

Parent signature:	Parent signature:	Date:
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