

**KING'S KIDS CHRISTIAN PRESCHOOL  
REGISTRATION 2019-2020**

Dear Parents,

It is hard to believe it is already time to think about registering for the next school year! Where does the time go? King's Kids Christian Preschool will begin its 2019-2020 year with Open House from 6:30-7:30pm on Tuesday, September 3, 2019 and first day of classes on Wednesday, September 4, 2019.

Classes will be offered for children ages 2 years through 5/6 years of age in both structured morning classes and afternoon Lunch Bunch activities for children ages 3 and up. Morning classes for all ages will continue to begin at 8:45 a.m. and promptly end at 12:30 p.m. each day. King's Kids Preschool Classes will be streamlined to take place on Mon/Wed/Fri, with the exception of our Junior K Class, which will again be a 4 day/week program on Mon/Tues/Wed/Fri. If we have enough interest, we will again offer a Thursday optional combo class of 4/5 year olds (a 4<sup>th</sup> day for our Kinder Prep 4's and a 5<sup>th</sup> day for our Junior K students). Be sure to indicate that on your Registration form if you are interested in adding Thursdays for your 4 or 5- year- old.

Each year, our King's Kids Board of Directors carefully considers tuition in light of on-going program expenses, staff salary requirements necessary for maintaining the quality of the King's Kids program, and the safety and well-being of each child in attendance at King's Kids. Tuition for the 2019-2020 preschool year is a reflection of those cost requirements.

**It is important to note both age and minimum/maximum student enrollment requirements for each class. We will be registering accordingly!**

In our 2's, 3's, and Kinder-Prep 4's Classes, children must be the appropriate age by September 1<sup>st</sup>. In our Jr. K Class, children must be age 5 by December 1<sup>st</sup>. After our initial enrollment, if there are openings in the Jr. K Class, we will consider exceptions for the age requirement on a case-by-case basis and per teacher recommendation. Parents will need to fill out the Jr. K Exceptions Request form and turn in to the Preschool Office if they are interested. Forms will be reviewed with the child's current teacher and the Jr. K teacher before making any approvals for enrollment. If you have questions regarding these requirements, please refer to either Diane or Joyce in the preschool office.

The staff hiring process for the 2019-2020 preschool year will be under consideration after registration for the next year has been completed. It is our goal to have in place any staff vacancies that may arise concurrent with the ending of this year. We would love for you to meet and get to know your child's teacher for the 2019-2020 before we end in June!

**REGISTRATION BEGINS WEDNESDAY, JANUARY 16, 2019 AT 9:00 A.M. in Room 112.**

Registration is open to all families with children currently enrolled at King's Kids beginning Wednesday, January 16, 2019 at 9:00 a.m. This also includes enrollment for not-yet attending siblings of children currently enrolled. **ALL REGISTRATION IS ON A FIRST COME, FIRSTSERVED BASIS** and we strongly encourage you to register early! Registration will be

(Over, please)

open to those on our wait list on Friday, January 18, 2019. Beginning Monday, January 21, registration will be open to the community at large for any available openings.

If your child is not currently enrolled at King's Kids and you are interested in registering your child, please call the preschool office at 503-635-7864 for information and application forms.

### **WHERE DO I GO TO REGISTER?**

**Please follow the directional signs in the preschool lobby to the registration table in Room 112!**

We will not take any applications before 9:00 a.m. on Wednesday, January 16, 2019. Our classes fill quickly, so please plan accordingly for the registration process. All classes have maximum enrollment limitations, and we do not want anyone to be disappointed. Application forms must be submitted IN PERSON at the registration table.

### **WHAT WILL I NEED IN ORDER TO REGISTER MY CHILD FOR NEXT YEAR?**

You will simply need a completed Application for Enrollment form and a check for the \$175.00 registration fee to register your child/children for the 2019-2020 preschool year. Discounts are not given on registration fees, and **all registration fees are NON-REFUNDABLE, unless the class does not meet minimum enrollment requirements.**

### **NOW THAT I HAVE REGISTERED MY CHILD, WHAT'S NEXT?**

By the end of March, you will receive a packet of forms to be filled out and/or updated. If you are new to King's Kids you will also receive a Parent Handbook to read and then return the corresponding Parent Handbook Agreement form along with your other paperwork. All families will receive a 2019-2020 Tuition Agreement to be signed and returned. All forms will need to be completed and on file before your child can enter the classroom in September.

Your first tuition payment will be due September 3, 2019. Payment must be received no later than September 3, 2019, in order to guarantee and hold your child's spot in the class. Nine more consecutive payments for the year will be collected on the first of each month from October 1, 2019 through June 1, 2020. Our preferred method of payment will be using our online Tuition Express automated payment procedure. Information regarding Tuition Express will be sent home in your Summer Back-to-School Packet.

It is our on-going pleasure to serve you and to delight in your children! Please do not hesitate to call the preschool office, or stop by any time if you have questions regarding the registration process!

Yours Sincerely in Christ,

*Diane and Joyce*

King's Kids Co-Directors  
[www.kingskidschristianpreschool.com](http://www.kingskidschristianpreschool.com)  
503.635.7864