



Parent Checklist 2018/19

- Admission form – completed and signed, front and back, accompanied by the registration fee (payable by cash, check, or money order)
- Supply fee
- Immunization record or Affidavit for Exemption
- Statement of Health – a note from a physician stating that your child is medically cleared to participate in child care/preschool
- Vision & Hearing Screening Record (ages 4 and up, only)
- FARE Allergy form signed by physician (or signed doctor's note) and Allergy/Medical Action Plan – if applicable. Anything listed on the enrollment form under this section will require a doctor's note.
- Complete and submit online [Preschool Questionnaire](#)
- Parent Portal Registration [located at <http://www.hhps.org/current-families.html>]
- Digital family photo emailed to lea@hhps.org (please include the names of all family members in the photo ☺)

Important Dates

- ✓ **August 3rd** – ALL required forms must be submitted by NO LATER THAN this date
- ✓ **August 3rd** – Supply Fee deadline
- ✓ **August 29th** @ 6:30pm – Parent Orientation & Meet the Teacher event*
- ✓ **August 30th** @ 10:00am – Parent Orientation & Meet the Teacher event*
- ✓ **September 4th** @ 9:00am – First day of school for Tuesday students
- ✓ **September 5th** @ 9:00am – First day of school for Wednesday students
- ✓ **August 20th through August 31st** – Teacher In-service --- we **CANNOT** receive drop-in visits during this time; appointments must be scheduled with the office

*Parent Orientation Info:

NOTE: Documents and payments WILL NOT be received at this event – please make arrangements to drop these items off with the office at another time.

*Meet the Teacher – This is a fantastic opportunity for you and your child to familiarize yourselves with your teacher team and your assigned classroom. Feel free to look around the class and ask your teachers any questions you may have. Please do NOT leave children in classrooms unattended. We have allotted 10-15 minutes for this meet and greet – please adhere to this schedule to keep our orientation times on track ☺

--Mon/Wed families – prior to Orientation @ 6:15pm on 8/29 or @ 9:45am on 8/30

--Tue/Thu families – following Orientation @ 7:15pm on 8/29 or @ 10:45am on 8/30

Contact Info

High Hopes Preschool
600 W New Hope Drive
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nina@hpf.org, lea@hhps.org

Summer Office Hours

June – August: Tue – Fri, 9am – 3pm
Closed Mondays, Holidays, and periodically for church events**

**Please check our website for info and updates on office closings.