

Thank you for your interest in Indian Run Preschool. To be assured of placement in the lottery, all application steps must be completed. Enclosed you will find a registration packet consisting of the following documents:

Registration Form

Tuition Agreement

*forms also available on our website

www.indianrunpreschool.org

You will be required to complete the registration packet and drop it off or mail it to

Indian Run Preschool
6305 Brand Rd.
Dublin, OH 43016

Current Families, Church Members and

Alumni Families: Registration can be dropped off at the preschool anytime between January 8 and January 21, 2018. All registrations can be placed in the preschool mailbox attached to the column at the Welcome Desk in Celebration Hall. The lottery for this group will take place on 1/22/18 with the Pastor at IRUMC drawing the envelopes and numbering for the preschool to complete the registration process.

New Families: Registration can be dropped off at the preschool anytime between January 22 and January 30, 2018. All registrations can be placed in the preschool mailbox attached to the column at the Welcome Desk in Celebration Hall. The lottery for this group will take place on 1/31/18 with the Pastor at IRUMC drawing the envelopes and numbering for the preschool to complete the registration process.

The Enrollment Committee will meet to fill each class and establish waiting lists for all classes. The committee will fill classes based on the order in which the packets have been drawn and numbered by the Pastor. We will make every attempt to accommodate your first choice. Please be sure to give your second and third choices so that we can place your child accordingly. Should your first choice be filled, you will be placed on the waiting list for that particular class and then placed in your second choice class.

Registration envelopes must contain the following:

- Completed Registration form (Include all siblings in one envelope)
- Be sure your email address is listed on the registration form so you will receive information throughout the school year
- A signed copy of the tuition agreement for each child
- A check for the registration fee of **\$75** for the first child and **\$25** for each additional sibling plus **May 2019 tuition** for each child. Make checks payable to Indian Run Preschool; full payment must be enclosed. All parent and child information must be filled out **completely**

You will be notified by e-mail, no later than February 15, 2018, of your child's placement. *** Please note: Your child will need to have a current physical on file at the start of the school year. Physicals expire after one year; all physicals must remain current throughout the year. You may go to our website to get a copy of the child medical statement should you have a physical scheduled before the beginning of school year.



**Indian Run Preschool
Dublin, Ohio**

2017-2018 School Year
FOR CHILDREN
AGES 3-6 YEARS

HOURS OF OPERATION

Monday - Friday

Morning Session

9:20 - 11:50 a.m.

Afternoon Session

12:50 - 3:20 p.m.

LOCATION

Indian Run United Methodist Church
6305 Brand Road
Dublin, OH 43016
(corner of Avery and Brand)
Phone: (614) 889-8862
www.indianrunpreschool.org
juliestroup@indianrun.org

MISSION STATEMENT

Indian Run United Methodist Church's Preschool is an outreach ministry of the Indian Run United Methodist Church. We provide a Christian environment to nurture the intellectual, social and spiritual growth of young children through a developmental and play-based curriculum.

ADDITIONAL CLASSES

Specialty classes offered in Chapel Time, Spanish, Movement, and Music.

ADMISSION AGE/CLASS PLACEMENT

The following classes are available depending on your child's age and your preferences, either morning or afternoon for 2-3-4-5 days per week.

To attend:

- monKEy (Kindergarten Enrichment) class, child must be currently attending Kindergarten and 5 by 9/30/2018.
- Frog or Star class, child must be 5 by 5/31/2019.
- Frog Plus class, child must be 5 by 9/30/18.
- Angel (Pre-K Enrichment) class, child must be 5 by 5/31/2019.
- Owl class (3 days) and Owl Enrichment (1 day) child must be 4 by 9/30/2018.
- Rainbow class (2days) and Rainbow Enrichment (1day) child must be 4 by 2/28/2019.
- Manatee, Whale, Turtle, or Under the Sea child must be 3 by 9/30/18.

STUDENT/TEACHER RATIO & DAYS PER WEEK

K- Enrichment--monKEy	12/2	2
4/5--Frogs	15/2	4
4/5--Stars	15/2	4
Pre-K E, Rainbow E	8/1	1
4--Owl	16/2	3
4--Owl Enrichment	12/2	1
young 4--Rainbows	15/2	2
Rainbow E	7/1	1
3--Manatee, Whale, Turtle	14/2	2
3--Under the Sea	14/2	1

STAFF

All staff meet and exceed Department of Human Services qualifications and are trained in First Aid, CPR, Communicable Disease, and Child Abuse. Each staff member attends a minimum of 6 hours of training annually in Child Development.

CLASS SCHEDULE

(by age level)

9:20 – 11:50 a.m.

M-T-W-Th
M-T-W-Th
M-W-F
TH
M-W
T-Th
M-W or T-Th
F

4/5--Frogs
4/5--Stars
4--Owls
4--Owl Enrichment
K--Enrichment -- monKEy
young 4--Rainbows
3--Manatees, Turtles
PreK E-Angel, Rainbow E & Under the Sea

12:50 - 3:20 p.m.

M-T-W-Th
M-T-W-Th
M-W-F
TH
M-W
M-W
F

4/5--Frogs
4/5--Stars
4--Owls
4--Owl Enrichment
K--Enrichment -- monKEy
3--Whales
PreK E-Angel,

FEES

✓ A non-refundable registration fee of \$75 plus the May 2019 tuition will be due upon enrollment.

✓ A non-refundable supply fee of \$60/\$80/\$100/\$120 will be due with the September 2018 tuition.

✓ Registrations for:

- **Families currently enrolled, Church members and Alumni Families** will be accepted **January 8th to 21st**
- **Open registration** will be accepted **January 23th to January 30th**

All registrations can be dropped off in the preschool mail box located in Celebration Hall. Each registration group will be done by lottery.

✓ Tuition fees are due by the 10th of each month.

2 days per week \$162/mo.
3 days per week \$197/mo.
4 days per week \$252/mo.
5 days per week \$327/mo.

INDIAN RUN PRESCHOOL - REGISTRATION FORM

STUDENT'S NAME: LAST: _____ FIRST: _____
 PREFERRED NAME: _____ PHONE #: _____
 BIRTH DATE: _____ MALE FEMALE (circle one)
 ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____
 PARENT'S NAME(S): _____
 EMAIL ADDRESS: _____

PLEASE STATE PREFERENCE (FIRST {1} AND SECOND {2} CHOICE)

9:20-11:50 A.M.		12:50-3:20 P.M.	
M-T-W-TH Frog 5 by May 31, 2019	4/5 _____	M-T-W-TH Frog Plus 5 by September 30, 2018	4/5 _____
M-T-W-TH Star 5 by May 31, 2019	4/5 _____	M-T-W-TH Star 5 by May 31, 2019	4/5 _____
F Pre K Enrichment * 5 by May 31, 2019	4/5 _____	F Pre K Enrichment * 5 by May 31, 2019	4/5 _____
M & W Kindergarten Enrichment 5 Attending Kindergarten 5 by September 30, 2018	_____	M & W Kindergarten Enrichment 5 Attending Kindergarten 5 by September 30, 2018	_____
M-W-F Owl 3 day program 4 by September 30, 2018	4/5 _____	M-W-F Owl 3 day program 4 by September 30, 2018	4/5 _____
TH Owl Enrichment * 4 by September 30, 2018	4/5 _____	TH Owl Enrichment * 4 by September 30, 2018	4/5 _____
T & TH young 4 Rainbow 4 by February 28, 2019	4 _____		
F young 4 Rainbow Enrichment * 4 by February 28, 2019	4 _____		
M & W Manatee 3 by September 30, 2018	3 _____	M & W Whale 3 by September 30, 2018	3 _____
T & TH Turtle 3 _____	3 _____		
F Under the Sea * 3 by September 30, 2018	3 _____		

* Must be enrolled in weekly class to be in Under the Sea, Rainbow, Owl or Pre K enrichment

- ✓ You may list a preference for Pre-K but due to our efforts to balance the boy: girl ratio in each class, we may not be able to accommodate your request.
- Your current church home _____
- How did you hear about Indian Run Preschool? _____ (all referrals will be entered in a quarterly drawing for gift card)

REGISTRATION FEE: \$75.00 (non-refundable)

Please note that the registration fee and May 2019 tuition are due upon enrollment.

PLEASE SEND TO: Indian Run Preschool

6305 Brand Road

Dublin, OH 43016

Indian Run Preschool Tuition Agreement
School Year 2018-2019
School Copy

To enroll and hold a place for _____
(Last Name) (First Name) (Middle Initial)

In the Indian Run Preschool (IRP) for the above mentioned school year, I/We agree to the following:

1. Our Child is three years of age (**turns three on or before September 30, 2018**) or older and the child is toilet trained.
2. I /We agree to pay a deposit which consists of a **\$75 registration fee** (which is non-refundable) and the last **month's tuition for the school year (May 2019)**, which is refundable only if IRP is notified by **July 15, 2018**. This deposit must be paid at the time of the application to hold a space(s) for your child (children). In order to reserve space for a child who will not attend until later in the school year, tuition must be paid during the month(s) the child is not attending or he/she will be placed on a waiting list subject to availability.
3. I/We agree to pay a **\$60(2 days), \$80(3 days), \$100(4 days), \$120(5 days) supply fee** with the September tuition, which is not refundable.
4. If it is necessary to cancel a reserved space for the above named child, a written notice must be received by **July 15, 2018**. Without written notice, I am liable for one month's tuition. Earlier notice is desirable. Tuition for the month of **May 2019** can be applied to the last month of enrollment.
5. I understand there will be no refunds made for holidays or vacations as the yearly tuition is spread into nine monthly payments for convenience of remittance.
6. The school reserves the right to terminate enrollment of any child, if in the opinion of the staff, continued attendance would not be in the best interest of either the child or the school or tuition payments are not current.
7. Payment is due by the 10th of each month. Payments are accepted by check or EFT. Payments received after the tenth of the month are considered past due and are subject to a \$10 late fee.
8. A \$15 service fee will be assessed on all returned checks.

Parent Signature _____ Date _____

Check # _____

Indian Run Preschool Tuition Agreement

**School Year 2017-2018
Parent Copy**

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(Last Name) (First Name) (Middle Initial)

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Parent Signature _____ Date _____

Check # _____