

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 at:

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 December 1 and December 10, 2021. **All registrations can be dropped off in the green church mailbox located in the island in the parking lot.** The lottery for this group will take place on 12/10/21 with the Enrollment Committee at IRUMC drawing the envelopes and numbering for the preschool to complete the registration process. Class lists will be posted on 12/13/21. Acceptance letters will be sent out in January of 2022.

New Families: Registration can be dropped off at the preschool anytime between January 5 and January 19, 2022. **All registrations can be dropped off in the green church mailbox located in the island in the parking lot. Registration will be done by lottery.** The lottery for this group will take place on 1/20/22 with the Enrollment Committee at IRUMC drawing the envelopes and numbering for the preschool to complete the registration process. Class lists will be posted on 1/24/22. Acceptance letters will be sent out in January of 2022.

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. We will make every attempt to accommodate your first choice. Please be sure to also give your second choice so that we can place your child accordingly. Should your first choice be filled, you will be placed on the waiting list for that class and then placed in your second-choice class.

Registration envelopes must contain the following:

- **LABEL ENVELOPE PRESCHOOL REGISTRATION**
- Completed Registration form (Include all siblings in one envelope)
- Be sure your email address is **clearly** 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 **\$100** for first child (\$50 for additional child/children) is due with your registration packet. Payment of May 2023 tuition will be your acceptance into classes. Make checks payable to **Indian Run Preschool**. All parent and child information must be filled out **completely**.
- ***** 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 the school year.



**Indian Run Preschool
Dublin, Ohio**

2022-2023 SCHOOL YEAR
CHILDREN AGES 3-6

HOURS OF OPERATION

Monday - Friday

Morning Session 9:00 - 11:30 a.m.

Afternoon Session 1:00 - 3:30 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.

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 be 5 by 9/30/2022.
- ✦ Frog or Star class, child must be 5 by 5/31/2023.
- ✦ Frog Pond (Pre-K Enrichment) class, child must be 5 by 5/31/2023.
- ✦ Owl class (3 days) and Owl Treehouse (1 day) child must be 4 by 9/30/2022.
- ✦ Firefly class (2 days) and Firefly Meadow (1 day) child must be 4 by 2/28/2023.
- ✦ Manatee, Whale, Turtle, or Under the Sea child must be 3 by 9/30/22.

STUDENT/TEACHER RATIO & DAYS PER WEEK

K- Enrichment--monKEy	12/2	2
4/5--Frogs	18/2	4
4/5--Frogs	9/1	4
*Frog Pond	9/1	1
4--Owl	15/2	3
*Owl Treehouse	8/1	1
young 4--Firefly	14/2	2
*Firefly Meadow	7/1	1
3--Manatee, Whale, Turtle	14/2	2
* Under the Sea	7/1	1
* Enrichment classes		

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)

9:00 – 11:30 a.m.

M-W	K—Enrichment -- monKEy
M-T-W-Th	4/5--Frogs
M-W-F	4—Owls
TH	4--Owl Treehouse
T-Th	young 4—Firefly
M-W or T-Th	3—Manatees, Turtles
F	Frog Pond, Firefly Meadow, Under the Sea

1:00 - 3:30 p.m.

M-W	K—Enrichment -- monKEy
M-T-W-Th	4/5--Frogs
M-W-F	4--Owls
TH	4--Owl Treehouse
T-TH	young 4-- Firefly
T-TH	3--Whales
F	Frog Pond, Firefly Meadow

FEES

A non-refundable registration fee of \$100 for first child (\$50 for additional child/children) plus the May 2023 tuition will be due upon enrollment. A non-refundable supply fee of \$40/\$80/\$120/\$160 will be due August 2022. Tuition will be due monthly from September thru April. Registrations for:

- **Families currently enrolled, Church members and Alumni Families** will be accepted **December 1st to December 10th**
- **Open registration** will be accepted **January 5th to January 19th**

All registrations can be dropped off in the green church mailbox located in the island in the parking lot. Each registration group will be done by lottery.

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

1 day per week	\$60/mo. (Enrichment classes)
2 days per week	\$185/mo.
3 days per week	\$220/mo.
4 days per week	\$285/mo.

INDIAN RUN PRESCHOOL - REGISTRATION FORM

STUDENT'S NAME: LAST: _____ **FIRST:** _____

PREFERRED NAME: _____ **BIRTH DATE:** _____

MALE **FEMALE (circle one)** **HOME PHONE # IF APPLICABLE** _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

MOTHER'S NAME(S): _____ **EMAIL:** _____

MOTHER'S PHONE # _____ **carrier** _____

FATHER'S NAME(S): _____ **EMAIL:** _____

FATHER'S PHONE # _____ **carrier** _____

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

MORNING 9:00-11:30 A.M.

AFTERNOON 1:00-3:30 P.M.

M & W Kindergarten Enrichment 5 _____ Attending Kindergarten 5 by September 30, 2022	M & W Kindergarten Enrichment 5 _____ Attending Kindergarten 5 by September 30, 2022
M-T-W-TH Frog 4/5 _____ 5 by May 31, 2023 circle your preference: group of 9 with 1 teacher or group of 18 with 2 teachers (we will offer an AM and PM class of each group) F- Frog Pond * 4/5 _____ 5 by May 31, 2023	M-T-W-TH Frog 4/5 _____ 5 by May 31, 2023 F-Frog Pond * 4/5 _____ 5 by May 31, 2023
M-W-F Owl 4/5 _____ 4 by September 30, 2022 TH Owl Treehouse * 4/5 _____ 4 by September 30, 2022	M-W-F Owl 4/5 _____ 4 by September 30, 2022 TH Owl Treehouse * 4/5 _____ 4 by September 30, 2022
T & TH young 4 Firefly 4 _____ 4 by February 28, 2023 F young 4 Firefly Meadow* 4 _____ 4 by February 28, 2023	T & TH young 4 Firefly 4 _____ 4 by February 28, 2023 F young 4 Firefly Meadow* 4 _____ 4 by February 28, 2023
M & W Manatee 3 _____ 3 by September 30, 2022 T & TH Turtle 3 _____ 3 by September 30, 2022 F Under the Sea * 3 _____ 3 by September 30, 2022	T & TH Whale 3 _____ 3 by September 30, 2022 *Child must be enrolled in weekly class to be in Under the Sea, Firefly Meadow, Owl Treehouse or Frog Pond Enrichment Class

You may list a preference for Pre-K but due to our efforts to balance the boy:girl ratio we may have to move your child to the other class.

• Your current church home _____

How did you hear about Indian Run Preschool? _____ ** please state name if referred by a friend _____

REGISTRATION FEE: \$100.00 1st child \$50 for additional child/children (non-refundable)

Please note that the registration fee and May 2023 tuition are due upon enrollment.

PLEASE SEND TO: Indian Run Preschool 6305 Brand Road Dublin, OH 43016

Indian Run Preschool Tuition Agreement
School Year 2022-2023
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, 2022**) or older and is toilet trained (**this means NO diaper or pull-up**).
2. I/We agree to pay a nonrefundable deposit which includes a **\$100 registration fee for first child (\$50 for additional child/children)** and the **last month's tuition for the school year (May 2023)**, which is refundable only if IRP is notified by **July 15, 2022**. This deposit must be paid at the time of the application to hold a space for your child. 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 **\$40 (enrichment), \$80(2 days), \$120(3 days), \$160(4 days) supply fee** in August 2022, 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, 2022**. Without written notice, I am liable for one month's tuition. Earlier notice is desirable. Tuition for the month of **May 2023** 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, EFT and Tuition Express. 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
Parent Year 2022-2023
Parent Copy

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

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Check # _____