



WESTWOOD PRESCHOOL
8007 W. Maple
Wichita, Ks. 67209
722-1213

Dear Parents:

We are reserving a place for _____ in the _____ class for September 2024. In order to complete your child's registration, the guidelines below should be followed:

- The reservation form (apple border page) and registration fee of \$50.00 must be received at the time of enrollment in order to hold your child's place in a specific class.

The following needs to be returned by June 1, 2024 / if enrolled after June 1st – as soon as possible and must have all paperwork in before child can start school

- The registration form (green form) filled out and signed by parent.
- The health form (yellow form) must be completed, signed and dated on both the back and front side of the first page by a parent. The second page of this form should be completed, signed and dated by a physician. (Returning students do not need a new health form)
- The Authorization for Emergency Medical Care form (purple form) must be completed with physician and insurance information. The parent or guardian signature must be witnessed by a notary public.
- Photo authorization form (white with tree logo) signed and witnessed. (Returning students do not need a new photo authorization form)
- Field trip authorization form (white form) signed and dated by parent. (The Tuesday Thursday morning class does not have a field trip form)
- Waiver Release and Hold Harmless Agreement – BOTH PARENT'S OR GUARDIAN'S must sign this form for the church – in agreement with our lease at the church.
- Tuition for May 2025 is prepaid (\$100.00 for two-day or \$120.00 for three-day)- is due by August 1, 2024, September tuition is due September 1st.

Tuition for the 2024 – 2025 school year -- We are again offering two options for payment:

1) If the annual tuition is paid by September 1, 2024 the following discounts apply.

Two-day classes \$900.00 less discount of \$45.00 = \$855.00

Three-day classes \$1080.00 less discount of \$45.00 = \$1035.00

2) Monthly payments:

Two-day classes \$100.00

Three-day classes \$120.00

Monthly tuition payments are due on the first of each month for that month, except for May 2025 tuition which is due by August 1, 2024

You will receive a June newsletter with all of the specific information regarding the opening of school. Parents and children will be invited to an open house in late August to meet teachers and classmates before school begins.

Shirley Bickel/ Director Amy Brown / Assistant Director