

Office Use: \_\_\_ Fee Paid \_\_\_ Payment Number \_\_\_ Processing Number \_\_\_ Full Day \_\_\_ Half Day



**Living Christ Preschool**  
**2022 Summer Application**  
110 North Gammon Rd, Madison WI 53717  
608-829-3598

Check box if your child is a returning student Requested Start Date: \_\_\_\_\_

Child's Name \_\_\_\_\_  
(First) (Middle) (Last) (Nickname)

Birthdate: \_\_\_\_\_ Age as of 5/25/2022 \_\_\_\_\_ Gender \_\_\_ Male \_\_\_ Female

Address: \_\_\_\_\_

Paternal Guardian Name: \_\_\_\_\_ Cell (\_\_\_\_\_) \_\_\_\_\_

Paternal Guardian Workplace: \_\_\_\_\_ Work (\_\_\_\_\_) \_\_\_\_\_

Paternal Guardian e-mail: \_\_\_\_\_

Maternal Guardian Name: \_\_\_\_\_ Cell (\_\_\_\_\_) \_\_\_\_\_

Maternal Guardian Workplace: \_\_\_\_\_ Work (\_\_\_\_\_) \_\_\_\_\_

Maternal Guardian e-mail: \_\_\_\_\_

**Emergency Contact (other than parents):** \_\_\_\_\_ Cell (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Authorized Pick-Ups:** Other than parents, persons who are authorized to pick up the child, if none, write (None)

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

Address: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_

Address: \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_

**Connection:**

How did you hear about Living Christ Preschool? \_\_\_\_\_

Religious Affiliation \_\_\_\_\_ Your Local Place of Worship: \_\_\_\_\_

Would you like to know more about the Lutheran Church of the Living Christ? \_\_\_ Yes \_\_\_ No

**Physician/Medical Facility Information**

Name of Child’s Doctor/Hospital: \_\_\_\_\_

Doctor/Hospital Address: \_\_\_\_\_

Doctor/Hospital Phone Number: \_\_\_\_\_

Describe any allergies or other special physical or emotional needs your child may have:  
\_\_\_\_\_  (N/A)

Yes  No I give consent for emergency medical care or treatment to be used only if I cannot be reached immediately.

Yes  No I have been informed of the number of pets in the center and the degree of contact with the enrolled children. (None at Living Christ Preschool)

**Permissions/Authorizations:**

Yes  No I give consent for my child to participate in field trips and activities during operating hours

Yes  No I give consent for pictures of my child to be used for display in the preschool/church

Yes  No I give consent for pictures of my child to be used for advertising purposes (Facebook, website)

**Choose only one of the following options (one must be Yes and one must be No):**

Yes  No I give consent for LCP to use Equate Kids SPF 50 sunscreen for my child as needed

Yes  No I give consent for LCP to use parent provided sunscreen \_\_\_\_\_ as needed

**Potty Training:** If your child is 3+, are they potty trained? \_\_\_\_\_ Yes \_\_\_\_\_ Almost \_\_\_\_\_ No

**Home Language:** If English isn’t your primary language, what language is spoken at home?  
\_\_\_\_\_

**Key Fob policy**

- Each family will receive one key fob. If both parents share pick up/drop off responsibilities, please talk to the office about a second fob
- If the fob number becomes illegible, please stop by the office to have it re-marked
- When you enroll your child, there will be a \$10 Fob Fee on your first bill. On your child’s last day when you return your fob, \$10 will be refunded to you.
  - This fee will also be applied for any additional fobs your family may ask for.

**Parent Handbook Agreement**

\_\_\_\_\_ By initialing this line, I acknowledge that I have read the Living Christ Preschool Parent Handbook found at <https://www.living-christ-preschool.com/student-forms> and that I agree to abide by all policies and procedures stated therein. (Hard copies are available upon request)

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Enrollment Contract

## **Fees: Please initial each line to acknowledge your understanding of these fees**

\_\_\_\_\_ An application fee of \$60 (\$30 for currently enrolled students registering by March 15<sup>th</sup>) is due when this application is turned in; applications will not be processed until this fee is paid. These fees are non-refundable.

\_\_\_\_\_ Supplies from the supply list will be brought in on the child's first day of school. (Students enrolled for the 2021-2022 school year do not need to provide supplies.) If the family chooses, they may instead pay the \$90 supply fee. If no supplies are brought in, the \$90 fee will be assessed on the next invoice.

## **Tuition: Please initial each line to acknowledge your understanding of these policies**

\_\_\_\_\_ After the first invoice to confirm your child's spot, invoices will be sent on the first of each month, for a month in advance. (May's invoice will be sent in June). Invoices are due by the 10<sup>th</sup> of the month they are sent out.

\_\_\_\_\_ If tuition is not paid by the 10<sup>th</sup>, there will be a \$20 late fee added. An additional \$20 will be assessed for every 5 days the invoice remains unpaid. If an invoice remains unpaid through the end of the month the child's enrollment may be terminated.

\_\_\_\_\_ Tuition must be paid to hold a child's spot. Long term absences will not be refunded tuition.

\_\_\_\_\_ A \$10 No Call/No Show fee will be assessed if your child is not to school by 9:00 am and their absence has not been called in to the office, 608-829-3598. You must leave a message, speak to a teacher, or send a message through Brightwheel.

\_\_\_\_\_ Tuition may be paid via cash, check made out to Living Christ Preschool, or on-line through Brightwheel (additional fees may be applied by Brightwheel).

\_\_\_\_\_ Parents must be able to access the information on Brightwheel, either through the app, or on a computer. This is our main method of communication between LCP, staff, and parents.

## **Withdrawal: Please initial each line to acknowledge your understanding of these policies**

\_\_\_\_\_ If your child will be unenrolled, we require a 30-day written notice. Any outstanding invoices must be paid.

\_\_\_\_\_ If a child has needs that cannot be met or is negatively impacting the learning environment and safety of others, we reserve the right to terminate the child's enrollment. See Parent Handbook.

\_\_\_\_\_ At any point, for withdrawal or otherwise, paid tuition and fees are not refundable.

**Parent/Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

## Summer Camp Weekly Tuition

Half-Day (All 5) 8:30 – 12:30pm	Age of Child	Full Day (Minimum 3-days) 7:00 until Close		
		Weekly	As of May 25 <sup>th</sup>	3 Days
\$260	Lambs: 0-1 Year	\$270	\$340	\$415
\$235	Lions: 1-2 Years	\$255	\$320	\$390
\$210	Bears: 2-3 Years	\$240	\$300	\$340
\$185	Zebras: 3-5 Years	\$210	\$260	\$315

All students will need a parent provided, nutritious lunch.

**Full day students: please check mark the days you wish to attend**

\_\_\_\_\_ *Monday* \_\_\_\_\_ *Tuesday* \_\_\_\_\_ *Wednesday* \_\_\_\_\_ *Thursday* \_\_\_\_\_ *Friday*

Please indicate your estimated drop off/pick up times: \_\_\_\_\_

\_\_\_\_\_ I will be paying in full for the summer to receive a 10% discount (due by May 10<sup>th</sup>)

\_\_\_\_\_ I will be paying monthly for the weeks I have requested

### Other Fees

- Application Fee: \$60 required before application will be processed (\$30 for currently enrolled students before March 15<sup>th</sup>.)
- Late Pick-Up fee of \$10 per 10 minutes after end of day (12:30 for Half-day students or close for Full-Day students)

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Application Fee of \$60 (\$30 for currently enrolled students before Marth 15<sup>th</sup>) is required before application will be processed - Registration Fee and Tuition are NON-REFUNDABLE**

\*\* Families attending at least 6 weeks and paying Summer Tuition in full by May 10<sup>th</sup> will receive a 10% discount\*\*

Weeks	Theme— Adventure is Out There	Requested
May 31-June 3	Forest: <i>Creation</i>	
June 6-10	Mountain: <i>The 10 Commandments</i>	
June 13-17	Deserts: <i>Wandering Israelites</i>	
June 20-24	Plains: <i>Joshua</i>	
June 27-July 1	Animals: <i>Noah's Ark</i>	
July 5-8	Languages: <i>Tower of Babel</i> (We will be closed July 4th)	
July 11-15	Oceans: <i>Jonah</i>	
July 18-22	Life: <i>Jesus' Birth</i>	
July 25-29	Rivers: <i>John Baptizes Jesus</i>	
August 1-4	Fresh Water: <i>Walking on Water</i> (We will be closed August 5th for an Early Childhood Conference)	
August 8-12	Darkness: <i>Holy Week</i>	
August 15-19	Light: <i>Easter</i>	
August 22-26	Countries: <i>New Countries</i>	