**PARENT Information**

KinderPrep Preschool is a nondenominational program located at 1621 Shindig Lane and is offered as a service to the community of Missoula. We are a privately owned and operated preschool.

KinderPrep Preschool admits students of any race, color, nationality and ethnic origin into the administration of its education policies, admission policies and other school administered programs.

**STATEMENT OF PHILOSOPHY:** First and foremost KinderPrep preschool is a school. We do not provide any daycare services at our facility. KinderPrep Preschool strives to be an educational center which supplements the home and increases the child’s social and educational development. The everyday atmosphere at KinderPrep Preschool is one in which every child feels accepted, where mistakes are ok and part of the learning process, and where competition is minimized. We believe that children are natural learners and will learn with the guidance of a professional caring instructor. Our goals are to challenge their minds, broaden their social awareness, strengthen their faith, encourage their cooperative play, and appreciate their individual uniqueness. Our goal is to make your child a confident student ready for their kindergarten year.

**SESSIONS:** Morning class for the Monday through Friday Kinder-Ready class begins at 8:30 a.m. and concludes at 12:00 p.m. All other morning classes begin at 9:00 a.m. and conclude at 11:20 a.m.

 Please do not bring your child to school more than 5 minutes early as the teacher uses this time to prepare for the day’s activities. The Preschool doors will be locked 5 minutes after class is to begin or after all the children have arrived. If you come late or need to take your child early please ring the doorbell and we will unlock the door for you. It is important that your child is picked up on time as the teacher also has a schedule to maintain. Please bring your child into the classroom when you drop off your child and come to the playground when picking them up. The teacher **will not** release a child until she has visual contact with the person specified to pick up the child.

**CONTACT NUMBER:** Lorrie Juden 406-239-6999

**REGISTRATION FEE:** When applying for preschool please enclose a $25.00 non-refundable registration fee along with the first month’s tuition. Only one fee is required for families registering more than one child. Registration fee and tuition will guarantee your child’s enrollment in the class.

**TUITION:**  **These fees are based on the fixed yearly expenses of the school and are as follows:**

**3 year old morning class:$130.00 a month (Tuesday and Thursday) and taught by Alison Thorne**

**4 year old morning class: $160.00 a month(Monday, Wednesday, Friday) September through December. 180.00 a month (Monday thru Thursday) January through May. This class is taught by Jennifer Iverson.**

**Kinder-Ready 4/5 years morning class :$260.00 a month (Monday through Friday) and taught by Lorrie Juden.**

If your child withdraws from preschool anytime during the year, please try to provide two weeks’ notice. There is a $25.00 supply fee for each child due at our orientation meeting in September. Payments are due the 1st of each month. There is a $10.00 late fee if payments is not received by the 15th of the month. If a difficulty arises, please call to make different payment arrangements, you may call Darryl Juden at **360-8993** , we do not want to lose you. Failure to comply with this policy will result in the cancellation of your child’s enrollment. A $25.00 fee will be charged to you on all returned checks. Full payment is required for each month the child is registered. You may pay for the whole 9 months if you would like. Tuition is not refunded or prorated for absences due to illness or vacation. Checks should be made out to **KinderPrep Preschool.** If you pay by cash, please retain your receipts for proof of payment.

**TERMINATION OF ENROLLMENT:** The Preschool teacher reserves the right to cancel any child’s enrollment on the basis of consistent disruptive behavior that is deemed detrimental to the well-being of the class.

**COMMUNICABLE DISEASES/IMMUNIZATION:** We assume if your child is at school, they are healthy enough to participate in all activities, both inside and outside. If your child has been sick in the last 24 hours (coughing, fever, vomiting, diarrhea) please keep them home.  **We require by law, proof of your child’s current immunizations.**  If you haven’t already done so, please bring a copy of your child’s immunization verification from your child’s doctor to the orientation meeting in September.

**RIDES:** A list of children’s names, addresses, and phone numbers will be handed out at the beginning of the school year. (If you prefer not to be listed, please let us know.) Car pooling makes drop off and pick up a lot easier. The teacher must be informed in writing if your child is riding with someone other than those listed on the list of people your child can leave with.

**DRESS:** Preschool is an active, fun place, so clothing suitable for play is recommended. During winter months please dress your child warm enough to play outside. KinderPrep requires that children attending the preschool are completely potty-trained. We ask that you provide a change of clothing so that should an accident occur, there will be a quick and discreet change. Please bring a set of clothing in a shoe box of zip lock bag, labeled with the child’s name the first day of school.

**SNACKS:** Each month a snack schedule will be sent home with your child. Milk and water are provided by the Preschool. If your child has a food allergy we will let all the parents know so they can plan their snacks accordingly. On the day of your child’s snack day it is also their show and tell day, they may bring one special item to show the class.

**BACKPACK:** Please send a backpack with your child every day. Please be sure to check the backpack each day to see what is in it!

**BIRTHDAYS:** Every attempt will be made to assign your child to bring snacks the week of their birthday. Unless you are able to invite all the children in the class to your child’s birthday party, please do not send invitations to school to be distributed.