



Faith Presbyterian Preschool

5003 Whitesburg Drive
Huntsville, Alabama 35802
(256) 880-8218

Registration Form

Child's Name _____

Preferred Name _____

Child's Date of Birth _____

Name of Parents _____

Address _____
(street) (city) (zip)

Home Phone _____ Work Phone (father) _____

Work Phone (mother) _____

Cellular Phone or Beeper Number _____

Religious Affiliation _____

Would you like information about
Faith Presbyterian Church? _____

How did you find out about Faith Presbyterian
Preschool? _____

Ages are determined by September 1st. Please circle the age and class that interests you for your child. Classes will be determined by enrollment. Please include any written requests or explanations on this registration form.

Nursery Toddlers 2 years old 3 years old 4 years old

Mon/Wed/Fri

Tues/Thurs

Monday - Friday

For office use only:

Registration Fee _____

Registration Form _____

Parental Agreement _____

Faith Presbyterian Preschool Parental Agreement

1. Arrival time is 9:00 a.m. Staff cannot receive children until 8:55 a.m. Parents must accompany children to their room; do not drop your child off in the halls or in the parking lot. Your child must be signed in.
2. All children must be picked up no later than 1:00 pm. A \$5 late fee will be charged for those who are ten minutes late. An additional \$5 will be charged for every five additional minutes that the child remains at school. These fees may be waived at the discretion of the director if circumstances warrant.
3. We observe Huntsville City Schools schedule for holidays and closings for inclement weather. If Huntsville City Schools open late, Faith Presbyterian Preschool (FPP) will open one half hour after they open. If city schools close early, FPP will close one half hour before they close.
4. We cannot take drop-in children.
5. Parents are always welcome at our preschool. If you come to observe your child's class, please check in with the director before proceeding to the classroom.
6. Documentation of up-to-date immunization (blue card) and student information sheet for your child must be completed and returned before your child may attend school.
7. The school will not release a child to anyone other than a parent or guardian without written permission for the parents or guardian. In an emergency, contact the director to make arrangements for your child.
8. If a child should become ill at school, we will contact one of the parents or their designated emergency contact and require that the child be picked up immediately.
9. In the case of illness or injury, when neither parent can be reached, and in the judgment of the director the illness or injury requires a physician, a physician may be called at the parent's expense.
10. In all emergencies, the school has the permission to take such reasonable measures as are, in the judgment of the staff, necessary for the welfare and safety of the child. This would include emergency transportation to receive medical treatment.
11. We do not administer medicine.
12. Unless it can be proven that an accident was a direct result of a worker's negligence, FPP is not liable for accidents occurring to the child while he/she is in its care.
13. Tuition cannot be adjusted for days missed due to illness or vacation. Makeup days for days missed due to illness or vacation are not permitted.
14. Tuition is due on the first of each month. A late fee of \$5 is added if payment is not received by the tenth of the month. If this date presents a hardship for anyone, please let the director know and a workable solution will be arranged.
15. The parents will give two weeks written notice if the child is to be withdrawn from the preschool program. If two weeks notice is not given, the parents are responsible for paying the full month's tuition.

Parent Signature _____ Date _____
(Please print and keep a copy of this agreement for your records.)