



1. Go to LaurelwoodPreschool.com
2. Click on the “**Accepted Students**” Link.
3. Click on “**Admission Forms**”
4. Download Forms 2-5 (12 pages total).
5. Print & Fill-in all requested information on each form.
6. Collect items 5-8 from your health care provider. **SUBMIT ONLY COPIES, not originals.**
7. Print your **Student’s and Teacher’s Name** on an envelope.
8. Pay Online or Mail Check & Completed Forms in the envelope to:

Mail to: Laurelwood Preschool
PO. Box 54238
San Jose, CA 95154-4238

OR

Drop Off in Preschool Classrooms
during regular preschool hours.

*****Do Not take Forms to the Day Care or Elementary School Office*****

FORMS – ALL STUDENTS

1. **Payment for April 2019 Tuition & Cleaning Deposit (online or check)**
(Tuition refunded ONLY if withdraw notice is given by **7/1/18** – regardless of admission date)

EC	\$200.00	= (\$160 EC tuition + \$40 Cleaning Deposit)
PK	\$265.00	= (\$225 PK tuition + \$40 Cleaning Deposit)
PK PLUS	\$445.00	= (\$180 PK+ tuition + PK \$225 tuition + \$40 Cleaning Deposit)
2. **Policies, Permissions, Agreements (9 Pages)**
 - Family Information
 - Admissions Agreement
 - Privacy & Information
 - Statement of Responsibility
 - Parent Involvement Policy
 - Photo Policy
 - Biting Policy
 - Emergency Card
 - Disaster Release Card
3. An **Acknowledgment of Parent's Right Notification**
4. A **State of California Personal Rights**

NEW STUDENTS ONLY

5. A **Doctors Physical**
Children need a physical completed by a doctor within one year of enrollment.
6. Child **Immunization History**
Record must include the following minimum required dosages:

DTP - 4 doses	Hib Meningitis - 1 dose	Measles, mumps, rubella - 1 dose
Polio - 3 doses	Varicella – 1 dose	Hepatitis B - 3-dose series
7. A **Birth Certificate** for the child.
8. **ADULT Volunteer Immunizations:**
For any **adult** (parents, grandparent, babysitter, etc) who will be working in the classroom
 - Adult TB Test** Test must be given within one year of enrolling at Laurelwood Preschool.
 - Adult Pertussis** – Immunization Record or Blood Test
 - Adult Measles** – Immunization Record or Blood Test