



1. Go to **LaurelwoodPreschool.com**
2. Click on **"Accepted Students"**
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 2020 Tuition & Cleaning Deposit (online or check)**
 Copy of your PayPal receipt. Check # _____ Amount \$ _____

April & May 2020 Tuition is collected early, as a deposit for the year.
 Tuition refunded ONLY if withdraw notice is given by **7/1/19** – regardless of admission date.

EC	\$220.00	= (\$180 EC tuition + \$40 Cleaning Deposit)
PK	\$285.00	= (\$245 PK tuition + \$40 Cleaning Deposit)
5 DAY PK	\$465.00	= (\$425 PK5D tuition + \$40 Cleaning Deposit)

2. **Policies, Permissions, Agreements (9 Pages)**
 - Family Information
 - Statement of Responsibility
 - Biting Policy
 - Admissions Agreement
 - Parent Involvement Policy
 - Emergency Card
 - Privacy & Information
 - Photo Policy
 - 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