



**Student Name** \_\_\_\_\_

1st Class Choice \_\_\_\_\_

2nd Class Choice \_\_\_\_\_

Date of Birth \_\_\_\_\_

Age as of 9/1/24 \_\_\_\_\_ years \_\_\_\_\_ months

Application Date \_\_\_\_\_

# Southborough Village Preschool Application Packet for the 2024-2025 School Year

**Southborough Village Preschool**

14 East Main Street

Southborough, MA 01772

508-485-3109

**Directors: Gretchen Hartnett and Laura Eppen**

[directors@southboroughvillagepreschool.com](mailto:directors@southboroughvillagepreschool.com)

[www.southboroughvillagepreschool.com](http://www.southboroughvillagepreschool.com)

# Southborough Village Preschool Class Request Form (2024-2025)

Child's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age as of Sept. 1, 2024: years \_\_\_\_\_ months \_\_\_\_\_

Place a #1 next to your first class choice and a #2 next to your second choice for the 2024-2025 school year.

\_\_\_\_ Toddler Program (21 months-2.9 yrs.) Tues/Thurs AM at Toddler House/16 East Main St. (8:45-11:30)

\_\_\_\_ Toddler Program (21 months-2.9 yrs.) Mon/Wed/Fri AM at Toddler House/16 East Main St. (8:45-11:30)

\_\_\_\_ Preschool (2.9+) Tues/Thurs AM (8:45-11:45)

\_\_\_\_ Preschool (2.9+) Tues/Thurs PM (11:45-2:45)

\_\_\_\_ Preschool (Older Preschoolers/Pre-K) Tues/Thurs Full Day (9-3)

\_\_\_\_ Preschool (2.9+) Mon/Wed/Fri AM (8:45-11:45)

\_\_\_\_ Preschool (2.9+) Mon/Wed/Fri PM (11:45-2:45)

\_\_\_\_ Full Day Pre-K Mon/Wed/Fri (9-3) (4.0 by September 1<sup>st</sup>)

\* What has your child's previous preschool experience/class been \_\_\_\_\_.

**Important:** Please note that the ages and numbers of our students can vary from year to year. As a result, we may need to make changes to the offered classes/schedules based on applications and enrollment.

**Trying to decide what class to sign up for?** We strongly suggest that you speak with your child's teacher, or a Director, to discuss which class will be best for your child's enrollment for the 2024-2025 school year.

**Tuition rates and deposits are as follows for the 2024-2025 school year:**

Two Day Toddler Program T/Th: \$3,718 (10% dep.= \$371)      3 Half-Day Program M/W/F AM: \$4,603 (10% dep.= \$460)

3 Day Toddler Program M/W/F: \$5,161 (10% dep.= \$516)      3 Half-Day Program M/W/F PM: \$4,045 (10% dep.= \$404)

2 Half-Day Program T/Th AM: \$3,316 (10% dep.= \$331)      2 Full-Day Program T/Th: \$5,427 (10% dep.= \$542)

2 Half-Day Program T/Th PM: \$2,914 (10% dep.= \$291)      3 Full-Day Program M/W/F: \$7,533 (10% dep.= \$753)

**Please Note: A non-refundable application fee of \$100.00 is due upon receipt of your application. In addition, a check for 10% of the tuition is due with your application.** Within a few weeks of registration, we will notify you, with a Class Placement Letter, as to which class your child has been placed in. Please read, sign and return the letter by the date indicated on your Class Placement Letter. At this date, if you **choose to not accept** this placement, we will refund the 10% deposit to you, however the application fee is non-refundable. Should you **choose to accept** this placement, the 10% deposit will be applied towards your tuition for next year. **Once you have accepted a placement in a class for next year, this 10% deposit will become non-refundable.** Note: Placements will not be held after the date indicated on your Class Placement Letter. Please see a Director if you have any further questions.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Director Use Only: Class \_\_\_\_\_ Registration Fee \_\_\_\_\_ Deposit \_\_\_\_\_

# Southborough Village Preschool

14 East Main Street, Southborough, MA

Tel. 508 485-3109 or visit [www.southboroughvillagepreschool.com](http://www.southboroughvillagepreschool.com)

## Child Enrollment Form

### Child Information

Child's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Age as of September 1, 2024: years \_\_\_\_\_ months \_\_\_\_\_

Child's Home Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_

Sex \_\_\_\_\_ Primary/Spoken Language: \_\_\_\_\_

### Parent/Guardian Information

**Parent/Guardian #1 Name:** \_\_\_\_\_

Relationship to Child: \_\_\_\_\_

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

Reachable Phone Number (cell): \_\_\_\_\_

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

Business Name: \_\_\_\_\_

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

Business Phone Number: \_\_\_\_\_

Hours at Work: \_\_\_\_\_

**Parent/Guardian #2 Name:** \_\_\_\_\_

Relationship to Child: \_\_\_\_\_

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

Reachable Phone Number (cell): \_\_\_\_\_

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

Business Name: \_\_\_\_\_

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

Business Phone Number: \_\_\_\_\_

Hours at Work: \_\_\_\_\_



**Additional Information**

Child's Physician: \_\_\_\_\_

Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Allergies/Special Diet? \_\_\_\_\_

Individual Health Care Plan for child with a chronic health condition? If yes, please check and attach. \_\_\_\_\_

Custody agreements/court orders/restraining orders pertaining to the child? If yes, please check and attach. \_\_\_\_\_

Special limitations or concerns? \_\_\_\_\_



**Physical Exams/Immunizations/Lead Test**

I certify that I will provide Southborough Village Preschool with current documentation of my child's annual **physical examination**, current **immunizations** and **lead screening**, in accordance with Massachusetts school health requirements. These items must be in your child's file before he/she begins school.

Parent initials \_\_\_\_\_ Date \_\_\_\_\_

**Please Note:**

A registration fee of \$100.00 plus 10% of your annual tuition is due at the time of registration, in order to hold your child's placement. The application fee is non-refundable. The 10% deposit will be deducted from your tuition in September and is also non-refundable, upon acceptance of a placement in a class (signed Class Acceptance Letter). Please see a Director if you have any questions about the registration procedure.

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