

# Juneau Community Preschool Substitute Registration

400 W. 11th Street, Juneau, AK 99801 586-2656

**Please fill out the following two pages of this form completely!**

Welcome! We are glad you are interested in joining our school. The Juneau Community Preschool, Inc. is a nonprofit organization that relies on participation and cooperation from all of its members. For over 30 years, teachers, parents, grandparents, alumni, and community members, have worked cooperatively to provide a high quality, developmentally appropriate, play-based, preschool program for children ages 3-5. We invite you to call or come visit our preschool. Please feel free to ask as many questions as you need.

Starting with the 2018-2019 School Year, Juneau Community Preschool will offer three regular enrollment options to better meet the varied needs of our families and community:

Three Day Morning Class Mon/Wed/Fri 9am-12pm Tuition \$210/mo.	Two Day Morning Class Tues/Thurs 9am-12pm Tuition \$140/mo	Preschool Plus Five Day Class Monday-Friday 9am-3pm Tuition \$785/mo
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Preschool Plus Students will participate with the larger group each morning, followed by small group time that includes eating lunch (brought from home), resting, and engaging activities.

Enrolled families are required to fill classroom shifts (8:30-12:30), have a family job, and participate in fundraising. See details on pg 4. In-class workdays vary by class and class size, but families should plan on approximately: 10 for MWF, 7 for T/Th, and 10 for Preschool Plus.

Families for whom regular enrollment isn't a good fit may apply to register their child as a substitute for the MWF or T/Th classes. Substitutes attend on a space-available basis for the cost of \$25/day. Substitute families are not assigned workdays, or required to fill a family job.

## **All classes are filled by lottery, see deadlines below:**

**Current Students:** Registration forms for continuing students are **due by noon on Friday April 20th,** to ensure your position in the first round of the lottery.

**New Students:** To participate in the second round of the lottery, your application must be **received at the preschool by noon on Friday, April 27th.**

The application must be complete and accompanied by a \$25 nonrefundable check to Juneau Community Preschool (JCP) for inclusion in the lottery. Applications received after the deadline will be considered as space is available.

Juneau Cooperative Preschool Membership is open to families of any race, ethnicity, religion, national origin, gender orientation, or marital status, with children between the ages of 3-5 years, who are willing to pay fees when due (or qualify for tuition assistance), to comply with health rules, and to do their share of the participation requirements agreed upon by members.

**General Information**

Child's name: \_\_\_\_\_ Prefers to be called \_\_\_\_\_

Date of birth: \_\_\_\_\_ Gender (optional): \_\_\_\_\_

**\*\*Children must be 3 by September 1, 2018 in order to register\*\***

Children who turn 3 between August 31-Dec 31, may inquire about availability after they turn 3. Children who turn 3 after Dec 31, 2018 must wait and register for the following school year.

(Circle one) Is your child a returning student? Yes No

Have you had a child enrolled in JCP within the last 10 years? Name: Yes No

Is your child registering as a special needs student? Yes No

Will your child have a sibling enrolled in preschool at the same time? Yes No

If yes, list sibling's name: \_\_\_\_\_

Do you receive childcare assistance from the state? Yes No

(Relevant to state preschool certification and grants. Your answer will not impact enrollment opportunities)

**Please indicate your first and second class choices for substitute enrollment:**

**MWF Class Sub (\$25/day) 9:00-12:00 \_\_\_\_\_, T/Th Class Sub (\$25/day) 9:00-12:00 \_\_\_\_\_,**

Are there extenuating circumstances limiting participation to only your chosen class? Yes No

If yes, please attach explanation to registration form.

**Financial Aid:** Juneau Co-op Preschool makes financial aid available to assist families who could not otherwise afford to send their child to preschool. A portion of preschool tuition and fundraising is used to provide this assistance. We encourage families who place a priority on preschool, but are truly unable to pay, to apply for tuition assistance. The financial aid application is available at the Preschool. Confidentiality of your application is maintained.

**Accessibility:** If you require assistance to complete this registration packet, please contact us and a staff or board member can provide assistance.

**Involvement Opportunities:** Substitute families are **not required** to fulfill the same conditions of membership as regularly enrolled students, however your involvement and participation is always welcome. Following are some examples of Family Jobs. In the event you should wish to be more involved as a substitute family at JCP, please let us know.

Registration Coordinator	Laundry/Supplies Purchasing	Events Committee Members
Class Representatives (2)	Newsletter Editor	Maintenance/Woodworking
Fundraising Coordinators	Parent Education Support	Supplies and Support
Publicity	Substitute Coordinator(s)	Recycling/Thrift Store
Website Development*	Classroom Animal Care	Donations/Hazardous Waste

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

**Basic contact information will be included on a roster made available to all preschool families. All email addresses listed will be used often for communication from teachers.**

Parent or Guardian #1:

Name			
Street Address			
Mailing Address			
Phone	Cell:	Home:	Work:
Email			

Parent or Guardian #2:

Name			
Street Address			
Mailing Address			
Phone	Cell:	Home:	Work:
Email			

Please let below know which contact information should be used for short notice communication of available space for child to attend as a sub.

Contact #1

Cell \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_

Contact #2

Cell \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_

If best contact varies by day or week, please explain below.