

Le Petit Jardin Preschool Application



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San Anselmo, CA 94960

Lic# 214005353

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www.LPJkids.com

Application Process

Applications are accepted year round. There are four items that need to be submitted to the LPJ office for a completed application:

1. Le Petit Jardin Preschool Application
2. Preadmission Health History – Parent's Report (LIC 702)**
3. Copy of your child's birth certificate, official hospital/medical record, or passport**
4. One-time \$100 Application fee** (cash or check) for each application (If accepted this counts as your enrollment fee)

**Not required for returning students who have already submitted the required item

The director will contact the applicant by the phone numbers provided on the application and will give 48 hours for a response unless otherwise noted by the director.

Entrance Requirements

Le Petit Jardin accepts healthy children ages 2 to 5 years of age by the first day of his/her attendance. To enter into the secondary class (Les Hiboux ages 3.6 – 5 years) potty training is required but not for the 2-year-old class. The class structure will be considered when enrollment takes place.

LPJ is a private school and reserves the right to accept or refuse any application. If an application is refused for any reason, the application fee will be refunded within 30 days of the refusal notice. Race, religion or ethnic background are not a factor in admissions. Refunds are not available for applications that are withdrawn. The submission of an application, signed by parent or legal guardian, along with application fee does not guarantee enrollment or indicate any right to available spaces at Le Petit Jardin.

According to California law parents/guardians must turn in all enrollment forms including medical forms and immunization records before a child is allowed to attend school. The following immunizations are required for those children 2-years-old and older:

Polio (OPV or IPV) 3 Immunizations

DTP/Dta/DT/Td 4 Immunizations

MMR 1 Immunization

HIB 1 Immunization

HEP B 3 Immunizations

Varicella 1 Immunization

If there is an immunization exemption based on parent decision, the Personal Belief Affidavit must be read and signed before the child may attend LPJ. Le Petit Jardin will provide the Immunization Record form containing the affidavit.

Enrollment

Le Petit Jardin is a year round program. Our academic school year runs from September through May. Our summer camp program runs June through August and is part of the 12-month contract. Children may enroll any time during the year providing there is space available. Each spring families are required to re-register their child if they plan to continue at LPJ.

Enrollment for the school year (September through August) begins the spring before with Priority enrollment for current students first. LPJ is a year-round school and enrollment is continuously filled throughout the year and summer as space becomes available. Applications are accepted year round.

Fees

All fees are non-refundable.

Application Fee: \$100 One-time fee due with your child's initial application

Registration/Materials Fee: \$150

Capital Improvement Fee: TBD – *2015-2016 School year students exempt from this fee for this initial year only.

For Office Use Only

Date of Application Submission: _____

Application Fee (\$100) Paid: _____

Le Petit Jardin Preschool Application

Child's Name: _____

First Middle Last

Male or Female

Address: _____ Phone: (_____) _____

Date of Birth*: _____ Place of Birth: _____

Class applying for: 2 – 3.5 yrs _____ 3.6 - 5 yrs (Pre-K) _____

Schedule Applying for (Please mark in order of preference): Tues/Thurs _____ Mon/Wed/Fri _____ Mon thru Fri _____

Hours applying for (Please check one): Full Day (8:30 am-3:30 pm) _____ Morning Program only (9:00 am – 1:00 pm) _____ Extended Care (8:00 am – 5:00 pm) _____

Marital status of parents (Please circle one): Married Separated Divorce Single Widowed

Legal documentation may be requested to verify custody and/or custody arrangement.

Father's Name: _____ Home Phone: _____

Work Phone: _____ Cell Phone: _____

Residence Address (If different from child's): _____

Place of Employment: _____ Occupation: _____

Email Address: _____

Mother's Name: _____ Home Phone: _____

Work Phone: _____ Cell Phone: _____

Residence Address (If different from child's): _____

Place of Employment: _____ Occupation: _____

Email Address: _____

How did you hear about LPJ?

Person(s) responsible for tuition: _____

Address of Person(s) responsible for tuition: _____

Siblings? Y / N

Twin? Y / N

List of Siblings:

Name Age School

Name Age School

Name Age School

Please specify any physical, psychological or learning disabilities or concerns you have about your child in a school setting:

Child's developmental readiness for the program will be considered before enrollment is finalized.

Signature of Parent/Guardian: _____ Date: _____

