



# WOODSIDE NURSERY

## SCHOOL

570 Klem Road  
Webster, NY 14580  
671-6757



### **Admission Application and Contract**

**As members of Woodside Nursery School, parents must accept certain responsibilities. Please read carefully. Your major obligations are as follows:**

1. To pay a \$50.00 registration fee to hold your child's place at Woodside. This registration fee is non-refundable and will not be applied to tuition.
2. To pay a full year's tuition. When you receive your contract, please carefully read your financial obligations to Woodside Nursery School.
3. Refunds are not considered unless special circumstances or hardship cases are confidentially presented to the Board Members for exception or a new child is enrolled to replace your child. **Please note that Woodside is under no obligation to find or assist in finding a new child to replace your child.**
4. Late fees will be charged when tuition is not received by the next school day following the tuition due date. Additional late fees will be charged for every 10 days after tuition due date.
5. To submit a completed Abuse Prevention Form. Everyone who will be assisting in the classroom must return a copy of the completed Abuse Prevention Form PRIOR to the first day of school.
6. To submit a completed Immunization Form for your child PRIOR to the first day of school.
7. To submit a completed Health Form NO LATER THAN THE FIRST DAY OF SCHOOL.
8. To attend a mandatory training session. All family members who will be assisting in the classroom must attend this training session.
9. To provide a snack for your child's class when assigned (both co-op and non co-op).
10. To support at least one fundraiser or use the buyout option to raise the specified amount per child enrolled.
11. To participate your time as either a board member or work/project team member. There is also a buyout option available for the parents who do not have the time to participate.

**Co-op families must also assume the following responsibilities:**

1. To be scheduled by the classroom scheduler to assist in the classroom (Scheduling frequency will be determined by the classroom needs). If you are unable to work on a scheduled day, you are responsible for finding a substitute. It is not the responsibility of the class scheduler once the schedule has been posted. Please remember that school cannot be held without the appropriate number of adults to supervise.
2. To be punctual on all assigned workdays; 15-20 minutes prior to the start of class.
3. To be punctual when assigned the first school morning of the week-30 minutes prior to the start of class, to open the classroom after the weekend. Also, arrive to help close up the classroom on the last day of the school week.

***I have read, understand and agree to these obligations.***

PARENT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PARENT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



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School Year Applying For: \_\_\_\_\_

## Child's Information

<b>Name:</b> _____		
<b>Gender:</b> _____		
<b>Birth Date*:</b> _____		
<b>Address:</b> _____		
<b>Zip Code:</b> _____		
<b>Mother's Name:</b> _____		
<b>Mother's Telephone:</b> _____	(Home)	(Cell)
<b>Father's Name:</b> _____		
<b>Father's Telephone:</b> _____	(Home)	(Cell)
<b>Caregiver's Name:</b> _____		
<b>Caregiver's Telephone:</b> _____	(Home)	(Cell)
<b>Parent's E-mail Address:</b> _____		
<b>Have any of your other children attended Woodside?</b>		<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>

*\* Child must be 3 by November 1<sup>st</sup> and 4 by December 1<sup>st</sup> for Eligibility*

## Requested Session

*Please check the appropriate boxes:*

	AM*	PM**	Full Co-op	Partial Co-op	Non Co-op
<b>3-Year Old Class: (T, Th)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4-Year Old Class: (M, W, F)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*\*Morning Classes are held from 9:15 to 11:45*

*\*\*Afternoon Classes are held from 12:30 to 3:00*

## Parent Involvement

*Please check the appropriate box:*

<b>Board / Work night Participation:</b>	<input type="checkbox"/> Yes, I would like to participate	<input type="checkbox"/> No, I will pay the buy-out fee*
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*\*Buy-out fee is \$200*

Please submit this application along with the \$50.00 non-refundable fee payable to  
**WOODSIDE NURSERY SCHOOL**

### Mail to:

Tricia Mungo-Gibson  
857 Park Haven Drive  
Webster, NY 14580