



January 4, 2018

Dear Parents,

Happy New Year! It's that time of year again...time to register for our 2018-2019 school year.

New this year...if you are registering more than one child, you will only pay one \$75 registration fee. In years past, a registration fee was required per child; however, this year, families will only pay the \$75 fee for the first child. The fee will be waived for additional siblings.

Like last year, we will use a "lottery" system, based on priority, for class placement.

How it will work:

The registration form may be turned in any time prior to 3:00 p.m. on January 31, 2018. Once you submit your form, along with the (non-refundable) \$75 registration fee per family, we will assign a number to your paperwork. This is not an indication of your "priority;" simply a number to be used during the lottery process. Submitting your form before January 31 will not increase your child's chances of receiving your first choice of placement. **Your child will be placed into one of your FOUR choices based on your priority and when your number is drawn during the lottery.**

Registration paperwork details:

- To be eligible for the priority registration, your completed registration form and registration fee must be received by 3:00 p.m. on January 31, 2018.
- You should select up to four of your top choices, in numerical order, for class placement. If you do not receive one of your choices, you will be placed on a wait list. You will be notified as soon as possible if a spot opens in one of your preferred classes and your child is next in line on the wait list.
- All registration fees are non-refundable regardless of placement.
- Please make sure that you have answered all questions completely in order to determine priority status.
- You will receive an email notifying you of your child's placement by February 15, 2018.
- For those who will be registering for 3's, 4's, or Pre-K classes, please note that registration for Lunch Bunch will occur after class placement has been made. This program runs from 11:30-1:00 each day and children play, have additional art and science activities, hear a story, and eat a packed lunch with their friends.
- The registration form is the only form you will need to complete at this time. Once placed, you will complete additional paperwork to be returned by July.

We would be happy to provide additional information about any of our programs or provide assistance in determining which might be best for your child. We look forward to another wonderful year of learning at Wee Three Kings Preschool. If you have any questions regarding the registration process, please call us at 513-683-4256 or email at: w3kpreschool@gmail.com.

Sincerely,
Stacy McDowell
Director