



ST. JAMES' NURSERY SCHOOL
 1307 N. MAIN STREET/2927 GILLIS FALLS ROAD
 MT. AIRY, MARYLAND 21771
 301-829-0014
 stjamesmtairy.org
 stjamesnursery@verizon.net

School Year 2011-2012

Name of child _____ Name child goes by _____

Sex _____ Birth date _____ Phone Number _____

Address _____ Home Language _____

Town and Zip _____ Elem. School child will attend _____

Email Address _____

Father's Name _____ Occupation _____

Business Phone _____ Cell Phone _____

Mother's Name _____ Occupation _____

Business Phone _____ Cell Phone _____

Other children in family and ages _____

Are there any special factors (fears, special needs, toileting, allergies, etc.) of which you wish the school to be aware?

Do you have a special need or request for class scheduling (ie. our child in the same time slot as another child, teacher request).

Important Note

Please be sure to complete BOTH sides of this form and return with non-refundable registration fee of \$75.00 (Two siblings \$100).

EVERY ATTEMPT WILL BE MADE TO FULFILL YOUR REQUEST. HOWEVER, FINAL CLASS ASSIGNMENTS WILL BE MADE AT THE DISCRETION OF THE DIRECTOR.

Please indicate below your 1st, 2nd and 3rd choice. Thank you.

Three Year Old Classes (must be 3 by 9/1/11)

All children in 3's classes must be toilet trained prior to attending St. James' Nursery School (diapers and pull-ups are not allowed).

Two Days a Week – Half Day

Tuesday & Thursday \$146/month 9:00-11:30 Main Street _____

Two Days a Week – Full Day

Tuesday & Thursday \$292/month 9:00-2:00 Annex _____

Three Days a Week – Half Day

Mon/Wed/Fri \$189/month 9:00-11:30 Main Street _____

Completed forms and the first tuition payment are due by July 15th. If no payment is received by July 31st, the child will be dropped from the program.

Notification of withdrawal for any reason, including toilet training, must be received in writing by July 31st. There will be no refund of first tuition payment if notification is later than July 31st.

We reserve the right to cancel a class due to insufficient enrollment. Parents would be notified as soon as possible and no later than August 1. If this were to occur, all fees collected would be refunded to families.

I agree to the above policies of St. James' Nursery School.

Parent Signature: _____ Date: _____

Non-refundable registration fee: one child = \$75.00, two siblings = \$100

Thank you for choosing St. James' Nursery School.

ST. JAMES' NURSERY SCHOOL
1307 North Main Street
MT. AIRY, MARYLAND 21771
301-829-0014

REGISTRATION FOR 2011-2012 CLASSES AT
ST. JAMES' NURSERY SCHOOL

1. **Registration for new two, three, and four year olds** will be held from 8:30 a.m. to 9:30 a.m. on Saturday, February 5, 2011, at St. James' Nursery School, 1307 North Main Street, Mount Airy, on a first come basis. One line will form at back school entrance (at the double doors, look for sign) prior to registration.
2. Registration materials do not have to be delivered by a parent. However, a limit of two registrations per person has been established.
3. A **nonrefundable** registration fee of \$75.00 for all students (\$100 registration fee for two siblings) must accompany each form, checks payable to St. James' Nursery School. If paying by cash, please bring exact amount as change will not be available.
4. Applications received by mail will be processed **after all in-person applications** are received on registration day. Registration forms with the accompanying registration fee may be mailed to the above address.
5. In the case of bad weather on registration day, please call our school phone number 301-829-0014. We will have recorded information concerning registration, or changes resulting from inclement weather. *An alternate date will be set for registration, if bad weather causes a Saturday cancellation.*
6. **Every attempt will be made to place children according to your requests, however, the final decisions concerning class placements will be at the discretion of the Director.**
7. Class assignments and health forms will be mailed in April. Health forms are also available from our school's website – www.stjamesmtairy.org
8. **Completed health forms and the first tuition payment will be due on July 15, 2011,** with subsequent tuition payments due on the first of each month beginning in September.
9. Notification of withdrawal for any reason, including toilet training, must be received in writing by July 31st. There will be no refund of September tuition if notification is later than July 31st.
10. Children in our two year old classes do not need to be toilet trained (parents will be asked to supply diapers). All children in our three, and four year old classes must be toilet trained prior to attending St. James' Nursery School. (Diapers and pull-ups are not allowed).
11. We reserve the right to cancel a class due to insufficient enrollment. Parents would be notified as soon as possible and no later than August 1. If this were to occur, all fees collected would be refunded to families.