

Knightdale Baptist Preschool
Enrollment Packet

Thank you for your interest in Knightdale Baptist Preschool! Enclosed in this packet are the forms you will need to fill out in order to enroll your child in preschool. If you have any questions, please call Knightdale Baptist Preschool at 266-2288 to speak to Christi Boggs ~ Preschool Director.

The following forms are enclosed in this enrollment packet:

- STUDENT APPLICATION- Please fill out in **FULL**. The emergency contact information and persons authorized to pick up your child **MUST** be filled out before your child can be placed in a class.
- MEDICAL FORM – The preschool must have a completed Medical Form at registration for your child to be enrolled. Please contact your child’s pediatrician if you have any questions about the information requested.
- IMMUNIZATIONS – An **updated** copy of your child’s shot records must be completed and turned in to the Director by the first day of school. A signed copy of the immunization letter provided in this packet must accompany it. Your child will not be allowed to attend school without their immunization records on file with the Director.
- PARENT AGREEMENT – This agreement **MUST** be signed and dated by the child’s parents by the first day of school. Before you sign, be sure you read and understand the information in the Parent Handbook. Parent Handbooks are available upon request prior to orientation night.

You are welcome to tour the preschool facilities prior to enrollment. For a guided tour, please call the preschool office to schedule an appointment with the Preschool Director.

Enrollment Procedures:

- Completely fill out the required forms included in the Enrollment Packet.
- Turn in all forms, along with a check for the registration fee, to the Preschool Director. If there is space in the class you requested for your child, your child will be placed in that class.
- Children are placed in a class based on their age as of October 16th of the upcoming school year.
- A copy of your child’s updated immunization forms and signed note from their doctor is due to the Director prior by the first day of school.
- You will receive information about your child’s teacher and the preschool orientation in the middle of August.