



Oswegoland Park District Preschool

Dear Parents of Three Year Olds,

Thank you for your interest in the Oswegoland Park District's preschool programs. Due to the high demand for preschool classes, we use a lottery system to process registrations. The registration form required for inclusion in the lottery is included. Registrations received after the lottery will be processed based on remaining availability.

As We Grow Preschool Registration Lottery - Tuesday, February 5, 2019

To be entered into the lottery, the following must be returned by 12:00pm on Friday, February 1, 2019:

1. Completed Lottery Registration form
2. Health and Emergency form (double sided)
3. A copy of your child's official state/county birth certificate
4. Non-refundable registration fee: \$50 until July 31, 2019, \$75 on or after August 1, 2019

When your child is selected in the lottery, a postcard will be sent to the address on file sharing which class they have been placed in. If we are unable to place your child in his/her first choice, he/she will be registered in one of the alternate choices and placed on a waitlist for the first choice.

Thoroughly Threes and Nature-Based Preschool

- Two or three day a week program (Nature: 2 days only)
- For children who turn three by September 1, 2019 and are potty trained.
- Held at Boulder Point, Civic Center & South Point.
- Nature-Based Preschool is available at Civic Center.

Program	Monthly Rate
Two days	\$157(R)/\$166(N)
Three days	\$221(R)/\$230(N)

Tuition is based on the total number of days that the class meets and is divided into nine equal payments. Your first payment is due August 15 and subsequent payments are due the 15th of each month through April 2020.

NEW! Flexible Schedule for Thoroughly Three's

We are excited to offer a new Flexible Schedule option for our As We Grow Preschool! Families interested can select the days which fit their schedule best. Classes will be offered in the afternoon at Boulder Point. Up to four days can be selected.

Program	Daily Rate
Per Day	\$21(R)/\$22(N)

Tuition is based on the total number of days that the child attends and is divided into nine equal payments. Your first payment is due August 15, 2019 and subsequent payments are due the 15th of each month through April 2020.

For more information or if you have questions, contact:

Registration	Kelly Summers	630.554.4064	ksummers@oswegolandpd.org
As We Grow Preschool	Krista Casanovas	630.554.4060	kcasanovas@oswegolandpd.org

Thoroughly Threes Lottery/Registration Form As We Grow Preschool 2019-20



Child's Name _____ Birth Date _____ Gender _____
 Address _____ City _____ Zip _____
 Parent/Guardian (1) Name _____ Primary Phone _____ Secondary Phone _____
 Parent/Guardian (2) Name _____ Primary Phone _____ Secondary Phone _____
 Parent/Guardian Email _____

Thoroughly Threes Requirements: 3 years old on or before September 1, 2019 and fully potty-trained

> Indicate THREE choices below in order of preference (1, 2, 3):

If we are unable to place your child in your first choice, they will be placed in your second or third choice and put on a waitlist for your first choice.

BOULDER POINT

Zero Boulder Hill Pass, Montgomery

___ Mon/Wed/Fri 9:15-11:45am
 ___ Mon/Wed/Fri 12:30-3:00pm
 ___ Tue/Thu 9:15-11:45am
 ___ Tue/Thu 12:30-3:00pm
 ___ Wed/Fri 9:15-11:45am

SOUTH POINT

810 Preston Ln, Oswego

___ Tue/Thu 9:15-11:45am
 ___ Tue/Thu 12:30-3:00pm

CIVIC CENTER

5 Ashlawn Ave, Montgomery

___ Mon/Wed/Fri 9:15-11:45am
 ___ Tue/Thu 9:15-11:45am

NATURE-BASED PRESCHOOL at Civic Center

___ Tue/Thu 9:15-11:45am
 ___ Tue/Thu 12:30-3:00pm

THOROUGHLY THREES FLEXIBLE SCHEDULE

Choose up to four days

___ CIVIC CENTER 12:15-2:30pm
 ___ M ___ T ___ W ___ Th ___ F
 ___ SOUTH POINT 9:15-11:30am
 ___ M ___ T ___ W ___ Th ___ F
 ___ BOULDER POINT 12:15-2:30pm
 ___ M ___ T ___ W ___ Th ___ F

OFFICE USE ONLY

Required at Registration

___ Birth Certificate
 ___ Health & Emergency Form
 ___ Payment Agreement Form
 ___ Non-refundable Registration fee (\$50 by Jul 31, \$75 on or after Aug 1)

Amount Paid

CSR _____ Date _____

Payment Agreement Form 2019-20

If you are paying in full at the time of registration, you do not need to complete this form.



PAYMENTS & DUE DATES

1 Non-Refundable Registration Fee
Due at the time of registration
\$50 before August 1 | \$75 after August 1

9 Monthly Tuition Payments
Due the 15th of each month, August 2019-April 2020

Program	Monthly Rate	Program	Daily Rate
Two Day	\$157(R)/\$166(N)	Flexible	\$21(R)/\$22(N)
Three Day	\$221(R)/\$230(N)		
Four Day	\$277(R)/\$286(N)		

HOW TO PAY:

In-Person: Submit your payment at any Park District office during business hours or in a drop box outside the facility.

Mail: Be sure your payment arrives on or before the due date.

Online: Log in to your family's ActiveNet account to access upcoming payments.

Phone: Call us at 630.554.1010 to pay by credit card.

FORMS OF PAYMENT:

cash • check/money order* • credit card • EFT

*Payable to "Oswegoland Park District"

BILLING INFORMATION

Automatic Payments - Protect Yourself From Late Fees

You may authorize automatic monthly payments to the Park District through a credit card or a checking account on each due date by completing an Auto Payment Authorization. This payment method protects you from additional late fees.

Monthly Payments

If you do not choose to make automatic payments, you are responsible for making your payment **on or before the 15th of each month**. Monthly bills are not mailed. They are available to view on your family's Park District account. Reminder emails are sent five days prior to each month's due date. **NSF Fees:** All NSF checks will incur an additional, non-refundable charge of \$25.

Late Payments

If your payment is received six days or more after the due date, a **\$25 late fee** will be charged to your account. If you cannot make the payment on time, you can avoid the late fee by contacting the Park District's billing department prior to the due date to make an alternate payment plan. If that plan is honored, you will not be charged the late fee. If a payment has not been received seven days after the due date, and you have not contacted the billing department, your child may be withdrawn from the program. The third time your account is past due, automatic payment will be required to continue in the program.

Financial Assistance

There is a limited scholarship fund available through Oswegoland Park District. If you wish to apply, we can supply you with the appropriate paperwork.

Questions or Concerns? Contact Susan Lipnick at 630.554.4443 or slipnick@oswegolandpd.org.

POLICY ACKNOWLEDGEMENT

I read and agree to abide by the payment agreement and understand the payment policy, registration fee, and NSF fee policy.

Parent/Guardian Signature _____ Date _____

Child(ren)'s Name _____ Email _____

Primary Phone _____ Secondary Phone _____

PRESCHOOL AUTO PAYMENT AUTHORIZATION

Complete this section to authorize automatic monthly payments to the Park District by credit card or bank account (EFT)

Credit Card (for Auto Charge) Credit Card Number _____ Expires _____ CVV _____

Cardholder Name _____ Signature _____ Date _____

Checking Account (for EFT) **Attach voided check to complete EFT authorization.**

Name on Account _____ Signature _____ Date _____

All information is kept confidential. If you have any questions, call the Oswegoland Park District at 630.554.1010. **RETAIN A COPY FOR YOUR RECORDS**

Health & Emergency Form As We Grow Preschool 2019-20



Child's Name _____ Birth Date _____
Primary Phone _____ Parent/Guardian Email _____
Address _____ City _____ Zip _____
Parent/Guardian (1) _____ Parent/Guardian (2) _____
Parent/Guardian (1) Employer _____ Cell Phone _____ Work Phone _____
Parent/Guardian (2) Employer _____ Cell Phone _____ Work Phone _____
Siblings Name & Age _____

Under no circumstance will your child be released to anyone not named on this form without authorization from a parent or guardian and photo ID. The following people are authorized to pick up your child:

Emergency Contact Name _____ Phone _____
Daycare Provider (if applicable) _____ Phone _____
Authorized Pick-up _____ Phone _____
Child's Physician _____ Phone _____
Allergies, illness, or other conditions _____

Is this a life-threatening allergy? Yes No *If yes, your child may not attend Preschool until all allergy forms are completed and returned and all necessary medication has been delivered.*

Does your child have any special needs that we can accommodate to make the program more enjoyable?

Help us get to know your child better by sharing information about your child, ie: their general temperament, likes, dislikes, special family situations, etc.

I have read and understand the "Waiver and Release" as listed on the reverse side. _____ (Initial)

Parent/Guardian Signature _____ Date _____

Oswegoland Park District Permission Form & Waiver and Release As We Grow Preschool 2019-20



Child's Name _____ Date _____

1. I agree to the conditions and policies outlined in the Preschool Parent Handbook. I give my child permission to participate fully in this program. **(Initial)** _____
2. In a medical emergency, I give my parental consent for staff members to call 911 and give my child the necessary medical attention and/or have him/her transported to the nearest hospital or medical clinic. **(Initial)** _____
3. I have read and I understand the "Waiver and Release" as listed below **(Initial)** _____

Waiver And Release of All Claims and Assumption of Risk

Please read this carefully and be aware that in signing up and participating in this program/activity, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with this program (including transportation services/vehicle operation, when provided).

I recognize and acknowledge that there are certain risks of physical injury to participants in this program/activity, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims I or my minor child/ward may have (or accrue to me or my child/ward) as a result of participating in this program/activity against the Oswegoland Park District, including its officials, agents, volunteers, and employees (hereinafter collectively referred to as Oswegoland Park District). I do hereby fully release and forever discharge the district from any and all claims for injuries, damages or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with this program/activity.

Warning of Risk:

Recreational programs and activities are intended to challenge and engage the physical, mental, and emotional resources of each participant. Despite careful and proper preparation, instruction, medical advice, conditioning, and equipment, there is still a risk of serious injury when participating in any recreational program. Understandably, not all hazards and dangers can be foreseen. Depending on the particular activity, participants must understand that certain risks, dangers, and injuries due to inclement weather, slipping, falling, poor skill level or conditioning, carelessness, horseplay, unsportsmanlike conduct, premises defect, inadequate or defective equipment, inadequate supervision, instruction or officiating, and all other circumstances inherent to indoor, outdoor, and water related recreational programs exist. In this regard, it must be recognized that it is impossible for the Oswegoland Park District to guarantee absolute safety.

Photo/Video Authorization:

Photos and video footage are periodically taken of people participating in a Park District program or activity, attending a class or event, or using District facilities or property. Please be aware that by registering for a program or class, participating in an activity, attending an event, or using District facilities or property, you authorize the District to use these photos and video footage for promotional purposes in District publications, advertising, marketing materials, brochures, event flyers, social media (including Facebook, YouTube, Instagram, Twitter, and other social media sites operated by the District), and the District's website without additional prior notice or permission and without any compensation to you. All photos and videos are property of the District.