

**Potomac Nursery School  
Application for Admission**

**2016-2017**

12300 Falls Road  
Potomac, Maryland 20854  
301-340-0579

**Child Information**

\_\_\_\_\_  
Name of Child (first and last) Prefers to be called

\_\_\_\_\_  
Date of Birth Gender (M/F) Home Phone Subdivision

\_\_\_\_\_  
Home Address City/State Zip

\_\_\_\_\_  
Describe any medical conditions, allergies, developmental or behavioral issues your child may have.

\_\_\_\_\_  
Primary language spoken at home. Names and ages of siblings.

\_\_\_\_\_  
Previous school attended. Phone Permission to contact school (y,n)

**Parent Information**

\_\_\_\_\_  
Father/Guardian Mother/Guardian

\_\_\_\_\_  
Home Phone (if different from above) Home Phone (if different from above)

\_\_\_\_\_  
Cell Phone Work Phone Cell Phone Work Phone

\_\_\_\_\_  
Email Email

\_\_\_\_\_  
Occupation/Employer Occupation/Employer

\_\_\_\_\_  
How did you hear about us?

**PRESCHOOL CLASS - 9am-12pm (Ages 2-5 years):**

- \_\_\_ Bumble Bees (must be 2yrs old to attend) - Monday-Friday - \$700
  - \_\_\_ Bumble Bees (must be 2yrs old by Sept 1st) - Monday, Wednesday, Friday - \$460
  - \_\_\_ Bumble Bees (must be 2yrs old by Sept 1st) - Tuesday, Thursday - \$320
  - \_\_\_ Turtles (must be 3yrs old by Sept 1st) - Monday-Friday - \$685
  - \_\_\_ Turtles (must be 3yrs old by Sept 1st) - Monday, Wednesday, Friday - \$440
  - \_\_\_ Turtles (must be 3yrs old by Sept 1st) - Tuesday, Thursday - \$300
  - \_\_\_ Penguins (must be 4yrs old by Sept 1st) - Monday - Friday - \$685
- Monthly total for preschool (9:00am -12:00pm) \$ \_\_\_\_\_

**BEFORE/AFTERCARE and LUNCH BUNCH (Ages 2-5 years):**

**FULL TIME = \$1385.00 per month (2-5 years)**

7:30am - 6:00 pm – Monday – Friday - (includes the preschool day and the lunch hour). \* This is our best hourly rate! Please indicate the Full Time option at the bottom of this page.

**BEFORE CARE:**

**\*Please indicate day(s) of week needed (M,Tu,W,Th,F) in the blanks below:**

**7:30 - 9:00am**

- 1 day a week - \$31 monthly \_\_\_\_\_
- 2 days a week - \$50 monthly \_\_\_\_\_
- 3 days a week - \$74 monthly \_\_\_\_\_
- 4 days a week - \$99 monthly \_\_\_\_\_
- 5 days a week - \$124 monthly \_\_\_\_\_

**8-9:00am**

- 1 day a week - \$21 monthly \_\_\_\_\_
- 2 days a week - \$33 monthly \_\_\_\_\_
- 3 days a week - \$50 monthly \_\_\_\_\_
- 4 days a week - \$66 monthly \_\_\_\_\_
- 5 days a week - \$82 monthly \_\_\_\_\_

**LUNCH BUNCH AND AFTERCARE:**

**\*Please indicate day(s) of week needed (M,Tu,W,Th,F)**

**12pm-1:00pm –LUNCH BUNCH**

- 1 day a week - \$34 monthly \_\_\_\_\_
- 2 days a week - \$67 monthly \_\_\_\_\_
- 3 days a week - \$99 monthly \_\_\_\_\_
- 4 days a week - \$128 monthly \_\_\_\_\_
- 5 days a week - \$160 monthly \_\_\_\_\_

**12-4:00pm**

- 1 day a week - \$99 monthly \_\_\_\_\_
- 2 days a week - \$165 monthly \_\_\_\_\_
- 3 days a week - \$247 monthly \_\_\_\_\_
- 4 days a week - \$330 monthly \_\_\_\_\_
- 5 days a week - \$412 monthly \_\_\_\_\_

**12-2:00pm**

- 1 day a week - \$50 monthly \_\_\_\_\_
- 2 days a week - \$82 monthly \_\_\_\_\_
- 3 days a week - \$124 monthly \_\_\_\_\_
- 4 days a week - \$165 monthly \_\_\_\_\_
- 5 days a week - \$205 monthly \_\_\_\_\_

**12-5:00pm**

- 1 day a week - \$124 monthly \_\_\_\_\_
- 2 days a week - \$206 monthly \_\_\_\_\_
- 3 days a week - \$309 monthly \_\_\_\_\_
- 4 days a week - \$412 monthly \_\_\_\_\_
- 5 days a week - \$514 monthly \_\_\_\_\_

**12-3:00pm**

- 1 day a week - \$74 monthly \_\_\_\_\_
- 2 days a week - \$124 monthly \_\_\_\_\_
- 3 days a week - \$185 monthly \_\_\_\_\_
- 4 days a week - \$248 monthly \_\_\_\_\_
- 5 days a week - \$309 monthly \_\_\_\_\_

**12 – 6:00pm**

- 1 day a week - \$148 monthly \_\_\_\_\_
- 2 days a week - \$248 monthly \_\_\_\_\_
- 3 days a week - \$370 monthly \_\_\_\_\_
- 4 days a week - \$494 monthly \_\_\_\_\_
- 5 days a week - \$630 monthly \_\_\_\_\_

**Please enter your totals below:**

**Before Care Total** \_\_\_\_\_

**Preschool Total** \_\_\_\_\_

**Lunch Bunch Total** \_\_\_\_\_

**After Care Total** \_\_\_\_\_

**Total Monthly Tuition \$** \_\_\_\_\_

**OR Full Time \$1385.00 - (7:30 am – 6:00pm)** \_\_\_\_\_

**\*Full Time include the preschool class and the lunch hour.**

**\* CHILDREN WHO ATTEND AFTERCARE and LUNCH BUNCH SHOULD SUPPLY THEIR OWN LUNCH FOR SCHOOL.**

**School Policies:**

1. The registration fee and deposit must be paid before your child is officially enrolled. **The registration fee and deposit are non-refundable.**
2. One month's written notice is required for withdrawal from the nursery school. If the Director does not receive one month's written notice, the tuition for the following month will be required.
3. Tuition is due on the first day of each month. There are no reductions in tuition for illness or family vacations.
4. We reserve the right to dismiss a child with behavioral, health problems or for any other reason. This action will not be taken until the parents and the teacher have worked together to try to resolve the problem.
5. All required medical forms and immunization forms must be received by Potomac Nursery School before the first day of school.
6. A copy of "Parents Guide to Regulated Childcare" is posted in the front hall.
7. Potomac Nursery School does not practice or condone discrimination based on race, religion, color or national origin in the admission of pupils or the employment of faculty and administrative staff.
8. Potomac Nursery School reserves the right to make or change rules, restrictions and conditions that are consistent with the safety, health and best interests of our students, faculty and families.
9. There will be a separate application for Potomac Nursery School Camp admission.
10. Potomac Nursery School is licensed by the Maryland State Department of Education.
11. We encourage parents to visit our classrooms at any time during the school year (without notice). A security key-code will be given to parents for safe entry into our building.

**\*Registration Deposit and Registration Fee:**

A Registration fee and deposit are due with the application. **The Registration deposit is equal to one month's tuition** (the deposit will be credited to you as May's Tuition). **The Registration fee is \$30.00.**  
The Registration Fee and Deposit are non-refundable.

**Deposit (one month's tuition) \$ \_\_\_\_\_ + Registration Fee \$ \_\_\_\_\_ = Total Due \$ \_\_\_\_\_**

*Office Use Only: Amount Received \_\_\_\_\_ Check # \_\_\_\_\_*

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\*I have carefully read the terms and conditions stated above. I agree to comply with the terms herein expressed and to be bound by Potomac Nursery School's regulations and conditions.

Please print name (first, last) \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

The Application along with the registration fee and deposit may be given to the director or sent to the following address: P.O. Box 2194 Rockville, MD 20847

web: [www.potomacnurseryschool.com](http://www.potomacnurseryschool.com) email: [potomacnursery@aol.com](mailto:potomacnursery@aol.com)