Gorham House Preschool Enrollment Process

"Once I have filled out and returned the Registration Form, what happens next?"

*The enrollment process takes place at the beginning of the calendar year for the school year that you intend to have your child enrolled. (Example: If you intend to have your child begin Summer/Fall of 2026, you will be notified about enrollment by March 1st of 2026.)

*If an enrollment spot is available: You will receive a phone call to inform you that there is an opportunity for your child to enroll and you will be offered the days that are available at that point. If your preferred schedule is not available, you will have the option to enroll for what is available or to remain on the wait list in hopes that your preferred schedule becomes available. Please understand that if you choose not to enroll for what is available, another enrollment spot may not become available before your child goes to Kindergarten.

*If there is not enrollment spot available: You will receive a letter in the mail stating that our program is fully enrolled for your preferred enrollment year. Your child will remain on the wait list for the next available spot, or until your child goes to Kindergarten. Please keep your phone number and address current while your child is on the wait list.

If you choose to take your child off the wait list for any reason, please contact Meghan Pomelow, the Program Director, at <u>MPomelow@seniorlifestyle.com</u>

What to expect if my child becomes enrolled:

*After enrollment has been confirmed by the Program Director, there is nothing you need to do right away.

* You will receive a packet of information/paperwork about a month before your child's enrollment begins. All paperwork needs to be filled out and returned before their agreed service date start, including the Preschool Service Agreement. Your child's immunization records are also required at this time.

*Important dates will also be included in this packet, including; "Meet the Teachers Night", "Back to School Picnic", and a school year calendar with all dates the program is closed.

*If your child receives services from CDS, has additional medical needs, or your child is not yet potty trained, please reach out us so we can create a plan to make sure your child can be successful once they enter the program.

If at anytime you have any questions, do not hesitate to contact us!