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REAVIS HIGH SCHOOL
District NO. 220

6034 West 77th Street • Burbank, Illinois 60459-3199
Phone: 708-599-7200 • Fax: 708-599-8751



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Parents and Guardians,

Thank you for your interest in the Reavis High School Early Childhood Education Center. Please review the following registration forms. Enclosed is an application and questionnaire for you to complete. Registration forms for the 2017-2018 school year will be accepted from March 1st - May 1st. In order to have your child considered for acceptance, these forms must be completed in their entirety and submitted into the Main Office at Reavis High School or mailed and postmarked by the May 1st deadline. Please note if enrollment is not filled by the May 1st deadline your child will still be allowed to register. Completing and submitting the registration forms is always encouraged because the center has a waiting list.

In addition to these forms there is also a blank physical form to be completed by your child's physician. This form is from the Department of Health and is mandated for preschool facilities to have this specific form on file. Other forms from your physician will not be accepted. A copy of your child's birth certificate will also be required. The physical and birth certificate will be due by September 1st.

The tuition fee for the Reavis Early Childhood Education Center is \$75 for the fall semester and another \$75 for the spring semester. Preschool will run three days a week (Tuesday, Thursday, and Friday) from 9:00 a.m. to 12:00 p.m. Upon acceptance a letter and invoice will be sent home. Please have the tuition and invoice submitted by the September 1st deadline.

The Reavis Early Childhood Education Center is part of the curriculum for the high school students at Reavis who are interested in working with children as a career. The high school students, with supervision from the Early Childhood Director, plan and prepare lessons for the preschool children. The preschool children will explore concepts in reading, writing, math, art, music, science, dramatic play, social studies, large motor skills, fine motor skills, and technology. Furthermore, emotional and social development of children will be enhanced. Our curriculum is now aligned with the Illinois State Board of Education Early Childhood Standards, which ensures all preschoolers in the state are learning what is necessary for their age and development.

If you have any questions please call the school at 708-599-7200 ext. 276 or email kglenn@d220.org. You may send the completed forms to the address below or drop it off in the Main Office at the school:

Reavis High School
6034 W. 77th Avenue
Burbank, IL. 60459
Attention: Katie Glenn

Thank you,

Katie Glenn
Reavis Early Childhood Center Director

GENERAL CONSIDERATIONS FOR ACCEPTANCE:

- Resident of District 220
- Between the ages of 3-5 (Must be 3 by September 1st)
- Child must be potty trained
- Children should be able to speak and understand the English language

STATUS OF APPLICATION:

You will be sent an acceptance or regret letter by June 1st. If your child is accepted you will receive an invoice for your tuition. Payment needs to be submitted by the September 1st deadline. Please make checks payable to Reavis High School and include your invoice slip.

BEHAVIOR POLICY:

If a child has continuous behavior that harms themselves or another child he or she may be dismissed from the program.

ATTENDANCE POLICY:

The school reserves the right to drop a child due to lack of attendance. There will be no refund. You must email or call to inform the director if your child will not be in attendance. Attendance is vital for both the preschool students and the high school students for optimal learning to occur. If a preschool student misses more than 6 preschool days during one session they may be dismissed from the program so other students who are on a waiting list can join.

SCHEDULE CHANGES:

When designing our calendar we make every effort to run preschool on a routine basis. We have planned accordingly with the high school calendar but sometimes there are changes that may alter the preschool schedule. If this does occur, parents will be notified as soon as possible by the director via email or phone.

List brothers, sisters and their ages:

_____	_____	_____	_____
Name	Age	Name	Age
_____	_____	_____	_____
Name	Age	Name	Age

List people living at home with child other than parent(s)

_____	_____
Name and relationship to child	Name and relationship to child
_____	_____
Name and relationship to child	Name and relationship to child

LIST PEOPLE WHO WILL BRING OR PICK UP THE CHILD:

(# of parking passes needed _____)

THE PEOPLE ON THIS LIST WILL BE THE ONLY ONES ALLOWED TO PICK UP THE CHILD

THEY NEED AN ID ON THEM TO VERIFY WHO THEY ARE

_____	_____
Name and relationship to child	Phone
_____	_____
Name and relationship to child	Phone
_____	_____
Name and relationship to child	Phone

REAVIS EARLY CHILDHOOD EDUCATION CENTER QUESTIONNAIRE

Please answer the following questions so that we can learn more about your child.

1. How did you learn about the Reavis High School Early Childhood Education Center?
2. What would you like to see your child learn from preschool?
3. Has your child previously experienced day care or preschool? Yes/ No If Yes, where?
4. What are your child's favorite activities?
5. Does your child have the opportunity to play with other children and if so, what are the ages of their playmates generally?
6. Does your child play alone? What activities does he/she enjoy?
7. How does your child react when you leave him/her with someone other than you?
8. What language does your child primarily speak?
9. Does your child understand and speak the English language? Explain, if needed.
10. Please identify your child's health complications, if applicable.
11. Does your child have any allergies or specific food restrictions? If yes, give details.
12. Is your child potty trained? Yes No
13. If there are any special family circumstances such as divorce, separation, remarriage, parental death, adoption, etc. that you feel we should know about please explain.
14. Who will be the primary person to pick up and drop off your child?
15. Is there anything else you think we should know about your child? (behaviors, development, etc.