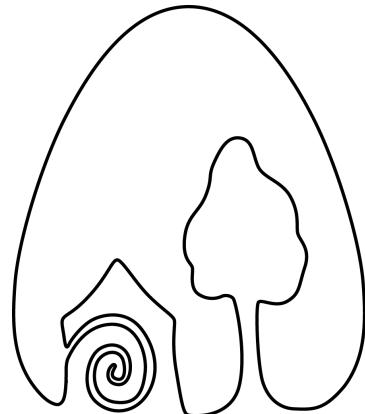


# Kinderhaus Enrollment

We are excited you are considering Kinderhaus Preschool!

To begin this process, first familiarize yourself with the policies and information outlined in this document.



## ENROLLMENT PROCESS

We strive to ensure that families feel supported in their decisions regarding programming for their children. Our enrollment process encourages inclusion of the following components which may be combined or omitted as appropriate:

- Introduction and tour of Kinderhaus or attendance at an open house event
- Submittal of a signed enrollment application and \$50 application fee
- Tuition Deposit of \$100 when placement is confirmed by March 6th

**Enrollment and Wait List priority** will be given in the following order:

- 1) Current/returning students
- 2) Siblings of Kinderhaus students (current or past)
- 3) Children that qualify for the Statewide Voluntary Preschool Program (Four years old on September 15th) up to an initial 8 student cap
- 4) Children who apply for more hours (afternoons, before school, after school)
- 5) All other applicants.

Within each group, spaces will be allotted in the order that registration paperwork and fees are received. A Wait List will be maintained in the event that Kinderhaus has no student openings available. Enrollment forms are due on **February 28th**. You will be informed of your child's schedule (or wait list status) by **March 6th**. If your enrollment form is not turned in by March 6th, we may not be able to give priority for being a returning student or a sibling of a former student and your child will be added to the waitlist. Please inform us of any schedule changes as soon as possible. Our afternoon program has a smaller capacity of 8-10 children instead of 15.

It is the policy of Kinderhaus not to discriminate in its education programs, educational activities, and scholarships on the basis of sexual orientation, race, religion, color, national origin, marital status, gender identity, or disability. Students are educated in programs which foster knowledge of, respect for, and appreciation of diverse cultural groups, as well as men, women, and non-binary individuals, to society.

**Students must be at least 3 years old by September 15.** Under special circumstances a family may request an exemption from this policy. Exemptions will be reviewed on an individual basis by the Kinderhaus staff and board. Those children who are 3 years old after September 15 and receive an exemption will be given a one month trial enrollment. A conference between parents and staff may be arranged within the trial month to discuss further enrollment. Children under 3 years old on September 15th will only be considered if there is an opening and enrollment is not full.

New students may begin between September and January. No new students will be added after January. Changes to your child's schedule may be made throughout the year with Director Approval.

### **Once Enrolled:**

The Kinderhaus Director will be in communication with you regarding your child's enrollment status by **March 6th**. We appreciate your patience and flexibility as we strive to have our program accessible for as many families as possible. If your child is on the waitlist and a spot opens up, the director will contact you and the spot will be held open for 7 days before going to the next child on the list. Once enrolled, communications and preparations for the coming school year will begin in August. Attendance to the parent orientation meeting and a firm understanding of Kinderhaus programming and philosophy is advised. See our [website](#) for more.

Thank you for showing an interest in Kinderhaus! Let us know your questions or concerns: [info@kinderhausdecorah.com](mailto:info@kinderhausdecorah.com) or 563-379-7303. We look forward to welcoming you to the Kinderhaus community!