

# Preschool Enrollment...

## Come join the West Clermont Preschool Pack!



Parents and guardians of preschool students will be able to apply for the WCSD preschool program from February 11th through February 20th. Please visit the district website beginning on February 11th for a link to apply.

### Enrollment Process

The following application process is designed for students with typical development. Parents and guardians of students with identified special needs documented in an Individualized Education Program (IEP) or of students for whom a disability is suspected should contact the WCSD Special Education Department at 513-943-5029 for additional enrollment information.

WCSD will use an online lottery process for enrolling students in preschool for the 2019-2020 school year.

- Parents and guardians will be able to complete an online form to enter the lottery between February 11th through February 20th.
- The lottery drawing will occur on February 21st.
- All applicants will be notified via email by the end of the work day on February 26th regarding their status.
- Once parents and guardians are notified that their student is offered a seat in the preschool program, they can begin the registration process.
  - The registration process includes an online component and an appointment with an enrollment specialist. Details about this will be provided in the email communication.
  - Families will have 10 days to complete the registration process after the email notification. Those that do not complete the registration process within 10 days will be placed on a waiting list.

- Students who are not drawn in the lottery and all entries received after February 20th will be placed on a waiting list.
- Returning students will be able to renew their enrollment for the 2019-2020 school year.
- Siblings of students returning to the program will be given priority during the registration process.

### **Student Requirements for Enrollment:**

- Students must be 3 years of age on or before September 30, 2019.
- Students who are 5 years of age on or before September 30, 2019, are not eligible for the WCSD preschool program.
- Families must reside in the West Clermont School District.
- Students must be toilet trained.

### **WCSD Preschool Program Overview**

The WCSD integrated preschool program is a high-quality pre-kindergarten program that provides an engaging and developmentally appropriate environment and learning experiences for students to prepare them for kindergarten. Each class has the capacity to include eight students who are developing typically and eight students identified with special needs. In each class, an Early Childhood Intervention Specialist engages students in curricular experiences that are aligned with the Ohio Department of Education's Early Learning and Development Standards along with the support of a paraprofessional. Additional services are provided for students as intervention needs are identified.

### **Classroom Locations and Anticipated Session Times**

Four preschool classrooms will be located at Holly Hill Elementary and four classrooms will be located at Willowville Elementary. There will be morning and afternoon sessions in each of the eight classrooms.

WCSD's preschool program is in session Tuesday through Friday each school week per the WCSD calendar. Students attend either the morning or the afternoon half-day session. The morning and afternoon session times will be determined based on the start and end times of each elementary building. Early assessments of school start times indicate that the morning and afternoon session times will be as follows:

Morning Session 9:20am - 12:15pm

Afternoon Session 1:05pm - 4:00pm

### **Attendance Boundaries**

- *For Holly Hill Elementary Classrooms:*  
Students living in the new attendance boundaries for Amelia Elementary, Holly Hill Elementary, Merwin Elementary and those who live south of State Route 125 in the Withamsville-Tobasco Elementary attendance area will attend Holly Hill Elementary.

- *For Willowville Elementary Classrooms:*  
Students living in the new attendance boundaries for Clough Pike Elementary, Summerside Elementary, Willowville Elementary and those who live north of State Route 125 in the Withamsville-Tobasco Elementary attendance area will attend preschool at Willowville Elementary.

Each preschool classroom will include a blend of students from throughout the north or south boundary areas. Current and new students will be placed as described above until seats are full in one location and then seats in the other location will be offered to interested families.

### **Tuition & School Fee**

The tuition for students who are typically developing is \$1575 for the school year, paid in monthly payments of \$175, September through May. A \$100 non-refundable tuition deposit will be due at the time of enrollment and this deposit can be applied toward the first month of tuition. Tuition is waived for students with identified special needs who are being served via an IEP.

Payment is due on the first of each month and is considered late on the 11th of each month. If the tuition payment is not made by the end of the month in which it is due, the student will not be permitted to return to school until the tuition payment is made. If tuition is not paid for two consecutive months, the student will be withdrawn from the program. No deductions are made for vacations, snow days, illnesses, etc. Please note that if tuition payments are not received, the amount owed will be carried over to the student's school age record until paid.

An annual school fee of \$50 is due for all preschool students, those who are typically developing and those with identified special needs.

### **Transportation**

- Parents and guardians of students who are developing typically are responsible for providing transportation.
- Transportation is provided for students with disabilities.

### **Questions?**

Please direct questions to Sara Jane Hutcherson, Administrative Assistant, at 943-5032 or [hutcherson\\_s@my.westcler.org](mailto:hutcherson_s@my.westcler.org).

