



## Welcome!

We are so excited for our second year of Little Hands & Feet Preschool at New Life Church! We are thrilled that you have taken the time to learn more about who we are and the education that we provide our young learners. Little Hands & Feet Preschool is committed to providing a Biblical - worldview in all we do by laying a foundation of faith in our students while equipping them with tools to be academically prepared for their future. We intend to do this through play and intentional center time, large group lessons and activities, Scripture and Bible lessons and lots of fun.

Enclosed in this packet you will find a brochure telling you a little about our philosophy and who we are as well as registration materials. Little Hands & Feet Preschool is licensed with the State of Wyoming as a Childcare Facility and participates in teacher training and professional development to be sure that we are current in our educational practices.

We are currently taking registrations for both the 2 day and 3 day classes. This fall, we will have 10 spots available in our 2 day class (3 year olds) and 12 spots available in our 3 day class(4-5 year olds) and 12 spots available in our 4 day class. Once we have these spots filled, we will open a waiting list. We encourage you to register early to ensure your spot in the desired class. There is more information regarding how to register in the materials below. Once registered, we will send you a link to our Parent Handbook with lots of more information about our program and what to expect this fall.

We encourage you to reach out with any questions that you might have. You can call our Director, Amy McLain, at 272-5395 or our Classroom Teacher, Christine Davis at 254-2415.

Thank you so much for your interest and support in Little Hands & Feet Preschool. We can't wait to welcome you to our family!

**Little Hands & Feet Preschool**  
**Registration Form**  
**2023-2024 School Year**

To secure enrollment, the following forms within the registration packet must be completed and returned to Amy McLain, Director at New Life Church of Powell. (Location and hours below). If there are no spots available, parents will have the option to be placed on a waiting list and the deposit will be returned.

A completed packet includes:

1. Registration Form (this is the Registration Form)
2. Information Form
3. Immunization Records
4. Field Trip Permission Form, Medication Administration Form, Photo Release Form
5. Consent for Medical Treatment
6. Readiness Checklist (For appropriate age)
7. Deposit (see below)

I intend to enroll my child into the:

\_\_\_ 2 day class - \$100/month September - May (Deposit will be May tuition)

This class is for children aged 3. Child must be 3 by September 1st of 2023. This class is designed to be a first experience to preschool. A deposit of \$100 must be attached with the registration form to reserve a spot. This deposit is non-refundable, but will apply to the May 2024 tuition.\*

\* Children must be toilet trained before entering school.

\_\_\_ 3 day class - \$150/month September - May (Deposit will be May tuition)

This class is for children ages 4-5. Child must be 4 by September 1st of 2023.. This class will focus on Kindergarten readiness. A deposit of \$150 must be attached with the registration form to reserve a spot. This deposit is non-refundable, but will apply to the May 2023 tuition.\*

\_\_\_ 4 day class - \$200/month September - May (Deposit will be May tuition)

This class is for children 4-5 who would benefit from an extra year of Preschool before entering Kindergarten. This is an extension of our 3 day class and will offer a more robust Kindergarten level curriculum. Entrance to this class will be determined by a screening tool to determine best placement for the child.

Registration packet may be dropped off at:

New Life Church  
185 S Tower Blvd  
Powell, WY 82435  
Attn: Amy McLain

Church Office Hours: T-F 8:30-12, 1-3.

Registration packet may be mailed to:

New Life Church  
PO Box 782  
Powell, WY 82435  
Attn: Amy McLain

*\* Registrations are accepted on a first come, first serve basis. A LH&F representative will contact you with confirmation of registration. In the case that desired class is full, a LH&F representative will contact you. You may then be put on a waiting list if the spot opens up. In the case that no spot is available, your deposit will be returned.*

Little Hands and Feet Preschool  
Information Form

**Student Information**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

Child's Home Address: \_\_\_\_\_

Allergies or Health Concerns : \_\_\_\_\_

Siblings: (Name and age) \_\_\_\_\_

Is your child toilet trained? \_\_\_\_\_ Yes \_\_\_\_\_ No **\*This is a requirement upon entering preschool**

**Parent/Guardian Information**

Who does the child live with? \_\_\_\_\_

Is there anything we should know about the child's living situation? (Example: custodial parent, etc.)  
\_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

Email: \_\_\_\_\_ Can I text you? \_\_\_\_\_ Yes \_\_\_\_\_ No

Place of Employment: \_\_\_\_\_ Work #: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Address (if different than child)  
\_\_\_\_\_

Email: \_\_\_\_\_ Can I text you? \_\_\_\_\_ Yes \_\_\_\_\_ No

Place of Employment: \_\_\_\_\_ Work # \_\_\_\_\_

**Emergency Contact Information:**

In case the parents/guardians cannot be reached, please list two emergency contact numbers:

Name: \_\_\_\_\_ Contact # \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Name: \_\_\_\_\_ Contact # \_\_\_\_\_

Relationship to child: \_\_\_\_\_

**Please list those who are authorized to pick up your child beside parents/guardians. Children will only be released to those parents/guardians listed above and those listed below.**

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_ Phone# \_\_\_\_\_

Name: \_\_\_\_\_ Relationship to child: \_\_\_\_\_ Phone# \_\_\_\_\_

## Field Trip Permission Form

I grant Little Hands and Feet Preschool permission to take my child, \_\_\_\_\_, on field trips during school hours during the 2023-2024 school year. I understand that I will be given prior knowledge of all field trips, how the students will be getting to said destination and who will be transporting my child. I understand I can opt out of any field trip scheduled by the school.

I release Little Hands and Feet Preschool, New Life Church of Powell and any of their staff or volunteers from liability if reasonable care was provided.

Parent's Signature \_\_\_\_\_

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

## PERMISSION TO ADMINISTER

CHILD'S NAME: \_\_\_\_\_

I hereby give permission for the staff at Little Hands & Feet Preschool to administer the following non-prescription items:

YES	NO	PRODUCT	INSTRUCTIONS
_____	_____	INSECT REPELLANT	_____
_____	_____	SUNSCREEN	_____
_____	_____	CHILDREN'S ASPIRIN	_____
_____	_____	PAIN RELIEVERS	_____
_____	_____	CHILDREN'S COUGH SYRUPS	_____

We may also use the following non-prescription items in our classroom. Please list any concerns about how they may be used, who will provide them(if parents will send, or if the ones provided by the school are fine) , any brand preferences and any allergic reactions my child has had to these products:

OINTMENTS OR CREAMS FOR RASHES, ITCHES OR FIRST AID USE:

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LIQUID SOAPS, BAR SOAPS AND HAND SANITIZER:

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ADHESIVE TAPE, BAND-AIDS:

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OTHER:

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PARENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## PERMISSION TO TAKE PHOTOS

I, \_\_\_\_\_, give permission to Little Hands & Feet Preschool staff permission to take and use still photographs or videos of my child \_\_\_\_\_ in the following ways:

PHOTO AUTHORIZATION	(CHOOSE ONE)	
	GRANT PERMISSION	DECLINE PERMISSION
End of the Year Photo Books and Slideshow <i>(These will be provided to all students and may have pictures of entire class or individual students)</i>	YES	NO
Craft Projects	YES	NO
Share with Families at Preschool <i>(via newsletter, bulletin boards, etc.)</i>	YES	NO
Promotional Material for Prospective Students	YES	NO
Online: NLC or Preschool Website	YES	NO
Online: NLC or Preschool Private Facebook page	YES	NO

Please initial the following:

\_\_\_\_\_ I understand that it's my responsibility to update this form if I wish to retract permission in any category listed above.

\_\_\_\_\_ I understand that permission is given for the entire period of my child's enrollment unless I update this form.

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