



208 Poker Hill Road Underhill, VT 05489 802-899-3716 www.pokerhillschool.org

APPLICATION FOR ADMISSION

Date of desired admission: September of _____

Please include \$50.00 application fee.

Child's Name: _____ Birth Date: _____

Address: _____

Elementary School child will attend: _____

Parent or Guardian's Name: _____

Address: _____

Best Phone #: _____ Alternate Phone #: _____ Email: _____

Parent or Guardian's Name: _____

Address: _____

Best Phone #: _____ Alternate Phone #: _____ Email: _____

Has your child attended any other school? Where and how long? _____

Has anyone in your family attended Poker Hill School? Who and when? _____

List of siblings and birth dates: _____

Preferred program, according to age of child at time of admission:

**Please note that as state licensing and funding regulations change, our programs may be modified in order to meet updated guidelines and requirements.

_____ 3 years old by September 1: Tuesday and Thursday program

_____ 4 years old by September 1: Monday, Wednesday and Friday program

Applications are processed in order of receipt

Office Use only.

Date Received: _____

Date Admitted: _____

Check # _____

Cash _____

Toured: _____

Timeline for the application and admission process

As soon as possible: Submit an application.

Names are added to our waitlist once we receive a completed application. Children of alumni and siblings of alumni are added to the list for enrollment. All other applicants are added to our waitlist in order of receipt.

After submitting an application: Schedule a tour.

A tour will give you a chance to learn more about the process of finding a preschool that is a good fit for you and your child, and will give you the opportunity to learn more about our program specifically. Tours can be scheduled as soon as your application is received, or can wait until closer to your child's start date.

One year before your child begins preschool: Look for an email regarding your child's enrollment status

In October or November of the year before your child is due to begin preschool, we make up our enrollment lists. We start by admitting all children of alumni and siblings of alumni. Next, we admit children who are on the waitlist in order of when applications were received.

by November 30: Confirm enrollment for your child

After receiving notification that your child has been accepted for admission at PHS for the following school year, please confirm your decision by sending us a message. Please include any information regarding changes in status since your application was submitted, such as change of address or contact information, changes in health needs or allergies for your child, or family needs.

March: Complete enrollment paperwork

Once we have our enrollment list complete, we will send out links for forms that must be completed for each child. These forms include general information, enrollment form, and permissions. These forms are all online through the Brightwheel app, the app that we use for communicating with families throughout the school year.

April: Apply for Act 166 funds

Poker Hill School is a qualified prekindergarten program through the State of Vermont and therefore children enrolled in Poker Hill School are encouraged to apply for and receive publicly funded tuition (10 hours a week, for 35 weeks during the school year). It is important that families apply through their school district in order to receive this funding.

April: Sign up for summer camp session

In August, we offer half-day summer camps to introduce children to our staff and program. This is a great way for your child to get to know other children in the program, the teachers, and the routines of Poker Hill School. Summer camps are not mandatory, but do offer a great introduction to our program. Camps are billed separately from school year tuition.

