



LCDS Preschool & Kindergarten  
13931-140 street  
EDMONTON, AB  
T6V 1J7

Phone: 780-473-7216  
Email: LCDS@TELUS.NET

## 2022 - 2023 Registration Requirements

Child's Name: \_\_\_\_\_

This checklist must be completed for all children who are new to the LCDS Preschool & Kindergarten program. All requirements which are listed below must be met in order for your child to begin school with LCDS Preschool & Kindergarten.

### Parent Cooperative Program

- ☐ The LCDS Preschool & Kindergarten is a parent run cooperative program. In order to keep the monthly fees low and provide a quality education program for your children, it is necessary to have our parents involved in the operations of the program. We need volunteers for many different areas in the program such as assisting on Field trips, with parties (setting up and preparations), volunteering to be a part of a committee or to be a part of our parent board. **At the very minimum, registration in the LCDS program means you agree to the following:**
  - To be scheduled to be a Parent Helper in the classroom once per month (depending on the number of families and days in the month this may be more or less).
  - To sign up for one Classroom Cleaning for the year.
  - To sign up for two Bingo dates for the year (in the event of low enrolment it could be three).
  - To work one shift for the Casino (In a Casino Year).
  - To provide the yearly Family Fundraising Fee or participate in fundraising in lieu of the fee.

### Relationship with Parents

- ☐ It is a common desire to provide your children with an excellent educational experience. We have found that children have greater success when parents have a good working relationship with the school and its staff. Open communication is a key factor to make this relationship work. Parents are encouraged to be involved in their child's school life by supporting the child at home in their learning needs, volunteering at the school, as well as attending orientation, parent workshops, general meetings and school events. We ask all parents to read our Policies, Bylaws, Parent Handbook and Parent Guidelines Manuals.

### Behavior Expectations

- ☐ All children are expected and encouraged to display appropriate behavior. This includes demonstrating respectfulness and a positive attitude towards staff and other children at all times. In requiring this behavior as standard practice, we create an inclusive and welcoming environment for all of our children. We take this requirement seriously; any noncompliance in this area would be considered grounds for withdrawal.

Examples of inappropriate behavior would include: hitting, kicking, biting or spitting, running away from staff, behavior which is harmful to them self or other children or staff and any disruptive behavior that is disruptive to the regular classroom routine.



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## Washroom Requirement

- ☐ My child is fully independent when using the toilet.

This means that my child:

- Does not use pull ups or diapers during the day.
- Can recognize when they need to go to the washroom.
- Can tell someone when they need to go to the washroom.
- Can go to the washroom by them self and perform all necessary toilet steps by them self (such as getting on and off of the toilet, wiping, flushing, and washing hands).

\*\* Please note, that should it be found after a child has started in the program that they are not completely toilet trained, the family will be asked to withdraw the child until they are completely toilet trained; if they wish to hold their placement, monthly fees would remain payable while toilet training.

## Readiness for the Program

- ☐ Due to the structured nature of our program we require that children are “ready” to attend school.

This means that my child:

- Can listen to and follow simple directions when asked.
- Can sit for meal times and feed them self.
- Shows a willingness/interest in learning.
- Is able to attend a 2.75 – 3.0 hour class without staff support (this means a staff member does not have to sit beside them at circle time to ensure they sit with the group or take them by the hand to get them to transition to the next activity).

*\*special circumstances will be considered if the child displays a developmental delay.*

\*\* Please note that should it be found after the child has started in the program that they are not suitably ready to attend without adult support in class and they do not have a developmental delay, we reserve the right to withdraw the child from the program until they are ready to attend.

We strive to provide an orderly structured environment in which a child is educated. So that we provide our parents and children with an excellent service, enrolment at LCDS Preschool & Kindergarten is conditional upon the demonstration of harmony with the school’s mission and philosophy. All registrations are subject to a one month trial basis as per school policy.

Parent or Guardian \_\_\_\_\_

Date \_\_\_\_\_