



## Admission Procedures to KinderPrep Kindergarten

**Step #1:** Attend one of the two Kindergarten **Open House Sessions January 21, 2016** from **5:00 - 5:45** or **6:30 - 7:15**. Open House enables parents to visit the classroom, meet the teacher and develop an understanding of the classroom routines and expectations. Parents may also make arrangements through the KinderPrep office to observe in the Kindergarten classroom during the regular school day.

**If you were unable to make the Open House Session**, please call the KinderPrep office to make arrangements to meet and talk about our program.

**Step #2:** Submit the following forms to the Admissions Director, Tammy Gordon, in the KinderPrep Office:

1. Aldersgate KinderPrep Application Form
2. Kindergarten Supplemental Form
3. Teacher Recommendation Form
4. Registration Fee\*
5. Office Paperwork Checklist

\*Your registration fee check will be held until placement offers are made. Should a placement in Kindergarten not be forthcoming, your check will be returned to you.

**Step#3:** In-house admission forms will be accepted by Tammy Gordon in the KinderPrep office between January 25 and January 28, 2016. We will not record the time of submission for this week. **ALL** forms must be submitted to the KinderPrep office no later than 12:00 on Thursday, January 28, 2016. The Teacher Recommendation Form needs only the signed parent permission to be complete; the office will give this form to the appropriate teacher. In-house admission forms received after the deadline will be reviewed in order of submission with all open admission forms.

The office will begin accepting forms for open admission to kindergarten on February 8. Applications will be considered on a rolling admissions basis from that point forward.

KinderPrep Preschool  
4320 Bruce Road  
Chesapeake, VA 23321  
757-673-4602  
kinderprep@ncum.org

New Creation United Methodist Church  
Senior Pastor: Rev. Randy Duncan  
Associate Pastor: Rev. Stephanie Parker

Step #3a: Children new to the KinderPrep program will be asked to arrange a time through the office to participate in a shadow experience in our kindergarten classroom. During this experience, the child will have the opportunity to observe and participate in a portion of the kindergarten day with and without the parent. Children will also be scheduled for a short session of literacy and math readiness testing. Testing may be scheduled on the same or different day from the shadow experience.

Step #4: All completed applications will be reviewed by the Admissions Committee to determine whether the student and KinderPrep's kindergarten are an appropriate match. Parents of in-house applicants will be notified in writing of the admissions decision by February 8, 2016. Parents of open registration applicants will be notified as decisions are made.

Some of the factors considered for kindergarten admission include:

- The child's developmental readiness for KinderPrep's kindergarten
- Evaluation of the child's unique and individual characteristics and potential contribution to the kindergarten class
- Evidence of parental cooperation and support