

# St. Luke's Rainbow Preschool Registration Packet

Welcome to our family! We are so happy to have this opportunity to get to know your child and family this school year. Please fill out the forms and email back to [rainbowpreschool1985@gmail.com](mailto:rainbowpreschool1985@gmail.com) at your earliest convenience.

You may send your registration fee and tuition payments

1. online through the church website

[www.saintlukescolumbus.org](http://www.saintlukescolumbus.org)

(Free if using a checking account. Go to page 10 for detailed instructions.)

2. mail to our preschool
3. drop off at our preschool.

## E-Sign Authorization

\_\_\_\_\_ By putting an "X" to the left, and typing my name below, I acknowledge that I am electronically signing the following forms to allow my child to be enrolled into St. Luke's Rainbow Preschool.

Name:

Date:

**Registration Form**  
 1071 21st Ave., Columbus, NE 68601  
 (402) 564-1137

Child's name:	Age:	Sex: F or M	DOB:
Address:	City:	Zip:	

Father's name:	Phone:
Address (if different than child):	City, State, Zip:
Place of work:	Phone (w/ ext)
Email:	

Mother's name:	Phone:
Address (if different than child):	City, State, Zip:
Place of work:	Phone (w/ ext)
Email:	

**Alternative Emergency Contacts**

Emergency contact:	Phone:
Relationship to child:	
Emergency contact:	Phone:
Relationship to child:	

Name and Address of person(s) responsible for tuition payment (if other than parent(s):

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How did you hear about us? (Please specify with an X)

Previously attended:	Phone book:	Internet search	Friend referral:
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Other:	If referred from a friend, whom may we thank?
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**Medical Information**

My child has the following allergies/medical needs:

Hospital/Clinic Name:

Physician:

Address:

Phone:

I authorize all medical and surgical treatment, X-ray, laboratory, anesthesia, and other medical and/or hospital procedures as may be performed or prescribed by the attending physician for my child and I waive my right to informed consent of treatment. This waiver applies only in the event that neither parent/guardian can be reached in the case of an emergency.

Please list anything else that you feel might help our staff in working with your child, such as special needs and physical or emotional limitations:

**Sessions Available**

Please indicate 1st and 2nd choices. If your first choice is not available, we will contact you.

_____ Playgroup: 3 yr olds*	_____ Preschool	_____ Pre-K**
Tuesday & Thursday 8-10:30 am	Monday, Wednesday, Friday 8-11 am	Monday - Friday 12:15-3:15 pm
\$82.00 / mo	\$118.00 / mo	\$190.00 / mo

\*Playgroup: Child must be 3 before allowed to attend. Start date will be on or after the child's 3rd birthday, if after the first day of school in August.

\*\*Reserved for children with 1 yr previous preschool experience or students meeting age requirement to attend Kindergarten the following year.

Please return this form with your registration fee of \$50.00 to:

St. Luke's Rainbow Preschool  
1071 21st Ave  
Columbus, NE 68601  
The registration fee is non-refundable.

Please call if you have any questions: Preschool (402) 564-1137  
Directors & Head Teacher  
Kim Staroscik (402) 270-6200

## Immunization

We are required by the state of NE to keep a copy of your child's current immunization records on file.

If your child was immunized in Nebraska, you may go to Nebraska State Immunization Information System (NESIIS)

to obtain a copy  
at

[www.dhhs.nesiis@nebraska.gov](http://www.dhhs.nesiis@nebraska.gov)

You will have to know your child's SSN as well as the mother's maiden name to obtain this information.

We will need this document before your child attends preschool.

**Student Release Form**  
1071 21st Ave., Columbus, NE 68601  
(402) 564-1137

Authorized individuals to whom the student may be released to: family member, caregiver, friend, etc.

Name:	Phone:
Address:	City:
Relationship to child:	

Name:	Phone:
Address:	City:
Relationship to child:	

Name:	Phone:
Address:	City:
Relationship to child:	

Name:	Phone:
Address:	City:
Relationship to child:	

I will provide written documentation from the court if there is anyone who CANNOT pick up my child, now or in the future.

\_\_\_\_\_ Yes      \_\_\_\_\_ No      (Please initial one)

# Permission Form

1071 21st. Ave., Columbus, NE  
(402) 564-1137

## Field Trips

I give permission for my child to ride or walk with the preschool staff or authorized volunteer to and from St. Luke's Rainbow Preschool for field trip.

Please initial one: \_\_\_\_\_ Yes      \_\_\_\_\_ No

Comments:

## Publicity

I give permission for use of my child's picture and or name to be used for Publicity purposes in the newspaper, articles, programs, community outreach, brochures, Facebook, etc.

Please initial one: \_\_\_\_\_ Yes      \_\_\_\_\_ No

Comments:

## Release of Personal Information

I give permission for my name, address and phone number to other preschool parents enrolled at Rainbow Preschool for the purpose of school parties and or parents inviting classmates to a birthday party.

Please initial one: \_\_\_\_\_ Yes      \_\_\_\_\_ No

Comment:

## Volunteer Information

1071 21st. Ave., Columbus, NE

(402) 564-1137

Normally, we appreciate parents, grandparents and adult friends coming to volunteer, however, this year is not going to be possible; at least in the beginning of the school year. Until conditions concerning COVID-19 and/or any other communicable disease are not a threat, we are unable to allow anyone other than staff and students into our facility without prior approval and with a health assessment and mask.

**Student Information**  
1071 21st. Ave., Columbus, NE  
(402) 564-1137

What name would you like your child to be called and write at school?

Does your child have any allergies? \_\_\_\_ Yes \_\_\_\_ No  
If yes, please list:

Please list all families members that live in your child's family home(s).

Please list any family pets.

Favorite snack foods:

What are some of your child's interests?

How does your child stay active?

What are some dislikes your child has concerning food or activities?

List 3 or more words that you would use to describe your child.

What skills or areas of development do you feel your child could use support in?

Please tell us anything else you feel is important about your child.

What is the best way and time to communicate with you about your child? (Text, email, phone call)



Payment Form  
1071 21st. Ave., Columbus, NE  
4025641137

## PAYMENT OPTIONS

### ONLINE PAYMENT OPTION

GO to [www.saintlukescolumbus.org](http://www.saintlukescolumbus.org) to set up payment info.

- a) At the top of the page is a red “GIVE” button, click this and it will redirect you to the Vanco Payments website.
- b) Use the “Other” category for your dollar amount and type “preschool” in the box adjacent to the Other dollar box.
- c) Select frequency of payment and the Start date for payments and
- d) Continue to the next page for address & checking account info. (Credit/Debit cards are also accepted however these incur extra fees that are then passed on thru tuition costs). On this page you have TWO options:
  - i) You can simply fill out the info and click the “Process” button at the bottom of the page and you're done. Using this method will mean entering your account info each time you want to make a payment.

OR

- ii) You can click the “Set Password” button and set yourself up with an account. By doing this, you are able to come back and monitor your payments, change amounts, and/or frequency at any time.

**Mail a payment to:** St Luke’s Rainbow Preschool  
1071 21st Ave  
Columbus, NE 68601

**Drop the payment** in the mailbox and send Miss Kim a text letting her know you dropped this off. She will be sure to stop by and get it in the tuition box inside the school ASAP.

## Snack and Supply Fee Form

1071 21st Ave., Columbus, NE

(402) 564-1137

There is a one-time fee that is used to cover the cost of the snacks and supplies used during the school year. Our goal with the snack fee is to provide nutritious snacks to the children while alleviating the stress of you, the parents, having to remember to send them. Milk will be offered at every snack.

There is a one-time supply fee that helps to buy the same items (i.e. napkins, cleaning supplies, etc.) in bulk to help keep the costs down, as well as being able to store items easier.

These fees are due at Orientation

(Fee pd + date)

Playgroup	Total \$50.00 (snack \$20 + supply \$30)	
A.M. Preschool	Total \$55.00 (snack \$25 + supply \$30)	
P.M. Preschool	Total \$80.00 (snack \$50 + supply \$30)	

## Fundraising Information

1071 21st. Ave., Columbus, NE  
(402) 564-1137

Fundraising is a necessary way we use to supplement our non-profit preschool. We require the help of each family to help by doing the following:

<p><b>Scrip cards and the % they offer to preschool:</b>                  HyVee - 3%                  Super Saver - 3%                  WalMart - 2.5%                  Tooley's - 5%                  Arby's - 20%                  Subway -                  Godfather's - 10%                  Walgreens - 6%                  Applebee's - 8%</p> <p>These cards are always available through us, but kept at the church office.</p>	<p>As you can see, we carry a large variety of cards for many of our Columbus businesses. They donate a portion of THEIR profit to us without you spending any extra money than what you typically spend. For instance, when you purchase a Super Saver scrip card of \$100 dollars, you get the full \$100 to purchase your items; they have lowered our cost of purchasing that card by 3% giving us \$3.00. If you do that for the 9 months of school, we will profit \$27.00 JUST FROM ONE FAMILY MAKING A MONTHLY \$100 CARD PURCHASE.</p> <p>Example:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;"><u>Scrip Card</u></th> <th style="text-align: left;"><u>Amount</u></th> <th style="text-align: left;"><u>X</u></th> <th style="text-align: left;"><u>Months</u></th> <th style="text-align: left;"><u>=</u></th> <th style="text-align: left;"><u>Your purchase</u></th> <th style="text-align: left;"><u>= Total profit</u></th> </tr> </thead> <tbody> <tr> <td>Super Saver</td> <td>\$200</td> <td>X</td> <td>9</td> <td>=</td> <td>\$1800</td> <td>= \$54.00</td> </tr> <tr> <td>Walmart</td> <td>\$200</td> <td>X</td> <td>9</td> <td>=</td> <td>\$1800</td> <td>= \$45.00</td> </tr> <tr> <td>Godfathers</td> <td>\$60</td> <td>X</td> <td>5</td> <td>=</td> <td>\$300</td> <td>= \$30.00</td> </tr> </tbody> </table> <p>That's an easy way for you to help meet our fundraising goal! It's money you already spend at the grocery store!!</p>	<u>Scrip Card</u>	<u>Amount</u>	<u>X</u>	<u>Months</u>	<u>=</u>	<u>Your purchase</u>	<u>= Total profit</u>	Super Saver	\$200	X	9	=	\$1800	= \$54.00	Walmart	\$200	X	9	=	\$1800	= \$45.00	Godfathers	\$60	X	5	=	\$300	= \$30.00	
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<p><b>Food of the month</b></p>	<p>Each month, we will prepare a certain number of family friendly casseroles or soups such as Cheesy Potato and Ham, Enchiladas, Chicken Noodle soup. These will be available to order and pick up for a quick and easy meal that you'll just have to heat up and eat!! You are welcome to order extras for the freezer. We will make only a set amount of each food item each month. Approximate cost of casseroles would be \$10.00 for 8X8 size.</p>																													
<p><b>Fundraiser packet</b></p>	<p>In the past, we have asked families to sell Coffee, cookie dough, pasta, etc. to help with our fundraising efforts. We ask that you participate by reaching out to family and friends.</p>																													

## St. Luke's Rainbow Contract

1071 21st. Ave., Columbus, NE

(402) 564-1137

The parent agrees to enroll their child in St. Luke's Rainbow Preschool for the full school year, August 2020 through May 2021. The parents agree to pay the year total sum checked below. A 5% discount will be given if the total tuition can be paid in full by August 20th, (two) semi-annual payments; the first by October 1st, the second by February 1st. We also offer a nine-month plan if necessary. Payments are due by the 20th of EACH month. Tuition may be paid in advance at any time, including Summer months.

Tuition will not be refunded and it is understood that the parents assume responsibility for prompt payments. If for any reason a child must be withdrawn, a letter to the effect must be sent to the Director giving 30 days notice. The preschool board will then decide your responsibility for the vacancy. If the vacancy cannot be filled the undersigned may not be charged the remaining tuition.

A registration fee of \$50.00- must accompany this contract or have been paid in advance. This is a non-refundable fee and will reserve a place for your child in the selected sessions below.

You may pay with cash, check, or online through the church website as listed on page 10. Payments made online are free if using a checking account. A credit or debit card may be used; however, you agree to pay the fee incurred by VANCO, if using this process.

Playgroup	\$738.00 Total for the year	\$410.00 Semi-annual payment plan.	\$82.00 per month
AM Preschool	\$1062.00 Total for the year	\$590.00 semi-annual payment plan	\$118.00 per month
PM Preschool	\$1710.00 Total for the year	\$950.00 semi-annual payment plan	\$190.00 per month

**By electronically signing this contract, the parents also agree to comply with the regulations and directives of this school as set by the preschool board, state of NE and ECHD.**

Date:	Authorized Signature:
Phone:	mailing address:
(optional)	email address: